

REGULAR SESSION OF THE ASHTABULA COUNTY BOARD OF COMMISSIONERS

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

January 12, 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: Kozlowski 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 2021-36 ACCEPTING THE GRANT AGREEMENT FROM THE OFFICE OF JUSTICE PROGRAMS, BUREAU OF JUSTICE ASSISTANCE FOR THE ASHTABULA COUNTY COURT OF COMMON PLEAS, MENTAL HEALTH COURT COORDINATOR POSITION, BY AND BETWEEN THE ASHTABULA COUNTY MENTAL HEALTH AND RECOVERY SERVICES BOARD AND THE ASHTABULA COUNTY COMMISSIONERS, AWARD NO. 2019-JG-D02-6068

The Board of County Commissioners of Ashtabula County, Ohio, met on the 12th day of January, 2021, in regular session in 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, Miriam Walton, Director of the Ashtabula County Mental Health and Recovery Services Board, has presented the grant agreement for the approval of the Board of Commissioners, to-wit:

Parties: Ashtabula County Common Pleas Court, 25 W. Jefferson St., Jefferson, OH 44047
Ashtabula County Commissioners, 25 W. Jefferson St., Jefferson, OH 44047
AC Mental Health & Recovery Services Board, 5817 State Rd., Ashtabula, OH 44004

Purpose: The purpose of the program is to provide funding for the Ashtabula County Mental Health Court Coordinator position and essential training

Grant Period: retroactive to January 1, 2021 to December 31, 2021

Funding: \$54,654.19 from BJA (Bureau of Justice Assistance) funding, Cash Match from Common Pleas is \$18,218.06 **TOTAL:** \$72,872.25

WHEREAS, the Ashtabula County Common Pleas Court is the implementing entity and the Ashtabula County Mental Health & Recovery Services is named Project Director; now

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

MOTION: Kozlowski 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 2021-37 APPOINTING MEMBER TO THE ASHTABULA COUNTY COMMUNITY CORRECTIONS PLANNING BOARD

The Board of County Commissioners of Ashtabula County, Ohio, met on the 12th day of January, 2021, in regular session in 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 Section 5149.34 of the Ohio Revised Code the Board of Commissioners created the Ashtabula County Community Corrections Planning Board to establish, review and revise a comprehensive plan for the development, implementation, and operation of corrections services in the County; and

WHEREAS, The terms of the members of the Ashtabula County Community Corrections Planning Board are set at three (3) years; and

WHEREAS, It is recommended that the following person be appointed, to-wit:

Appointments:

<u>Name:</u>	<u>Category:</u>	<u>Term Begins:</u>	<u>Term Ends:</u>
Patrick Haywood	Member of the Public, Minority	immediately	11/9/2023

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that the appointment on the Ashtabula County Community Corrections Planning Board is approved as outlined above.

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

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

RESOLUTION NUMBER 2021-38 RE-APPOINTING EDWARD RZESZUTEK AS ASHTABULA COUNTY APIARY INSPECTOR FOR CALENDAR YEAR 2021

The Board of County Commissioners of Ashtabula County, Ohio, met on the 12th day of January, 2021, in regular session in 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 Ohio Revised Code §909.08 each person engaged in the rearing of queen bees for gift or sale must have his apiaries inspected annually for the diagnosis of any serious bee disease or indication of the presence of Africanized honey bees; and

WHEREAS, Pursuant to Ohio Revised Code §909.07 the Board of County Commissioners may appoint a Deputy Apiarist with the consent and concurrence of the Director of Agriculture to serve at the pleasure of the Board to facilitate the inspection of apiaries within the county; and

WHEREAS, It is the desire of the Board to re-appoint Edward Rzeszutek, 6590 Bushnell Road, Conneaut, Ohio, as County Apiary Inspector for the 2021 calendar year at a rate of \$11.69 per hour and \$.45 per mile for mileage, not to exceed \$7,500.00 Appropriation for 2021; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that Edward Rzeszutek be re-appointed as County Apiary Inspector for Ashtabula County; and

BE IT FURTHER RESOLVED, That the Clerk of the Board be directed to notify the Director of Agriculture of the State of Ohio of the action taken herein and request approval of the Director for said re-appointment.

MOTION: Kozlowski 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 2021-39 AUTHORIZING THE ASHTABULA COUNTY ENGINEER TO PURCHASE TWO (2) TANDEM AXLE MACK GRANITE 64FR TRUCK CHASSIS FROM THE OHIO DEPARTMENT OF TRANSPORTATION'S COOPERATIVE PURCHASING PROGRAM, ITEM 023-21 AND ACCOMPANYING EQUIPMENT UNDER STATE TERM SCHEDULE 800860, ENGINEER'S OFFICE

The Board of County Commissioners of Ashtabula County, Ohio, met on the 12th day of January, 2021, in regular session in 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 requested permission to purchase two (2) Tandem Axle Mack Granite 64FR Truck Chassis from the Ohio Department of Transportation Cooperative Purchasing Program, through R. W. Sidley Inc. as the lowest price for the options included that meet the fleet's specifications, for a total amount of \$227,970.04 (\$113,985.02 each); and

WHEREAS, the trucks will replace vehicle numbers 2-70 and 2-72, as both trucks are aged and require continuous maintenance; and

WHEREAS, equipment consisting of hydraulic system components, heavy duty dump body, electrical components and snow plow hitch is available through the State of Ohio State Term Schedule Contract, Schedule No. 800860, Index No. STS515 awarded to Concord Road Equipment, 348 Chester St., Painesville, OH 44077 for a total price installed of \$123,505.06 (\$61,752.53 each); and

WHEREAS, it is the intention of the Engineer's office to request to finance these trucks and equipment over a 4 year time period after 25% down payment (from MVGT) through the most economical lender, upon delivery; and

WHEREAS, the purchase of said vehicles and equipment are approved for use by the County Engineer's Department in the performance of his 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 vehicles from the Ohio Department of Transportation in the amount of \$227,970.04 and accompanying equipment in the amount of \$123,505.06 under the State Term Schedule.

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

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

Whereupon the resolution was declared passed unanimously.

RESOLUTION NUMBER 2021-40 ACCEPTING FOR FILING THE PETITION FOR THE VACATION OF A PORTION OF LAKEVIEW DRIVE IN SAYBROOK TOWNSHIP BY LAND OWNER PHILIP MOROCO

The Board of County Commissioners of Ashtabula County, Ohio, met on the 12th day of January, 2021, in regular session in 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 Ohio Revised Code 5553.042(B), a road vacation petition has been filed with the Ashtabula County Board of Commissioners by Joshua Strickland, Dworken & Bernstein Co., L.P.A, Attorney for abutting landowner Philip Moroco for that portion of Lakeview Drive in Saybrook Township between Highland Avenue and Morningside Avenue, that was previously abandoned by the Commissioners in 1990; and

WHEREAS, petitioner specifically requests that real estate comprising the Road be, upon such vacation, pass in fee to the real estate of those abutting land owners to the south of the Road's location via extension north of the abutting land owners' existing property lines subject to: (1) all existing rights of way in, over, or under the Road for the service facilities and rights of ingress and egress of any public utility or electric cooperative for as long as the public utility or electric cooperative continues to render service to the public including, but not limited to, the storm sewers and (2) the right of such utilities to trim or remove any trees, shrubs, brush, or the obstacles growing in or encroaching onto the right of way that may affect the operation, use, or access to service facilities subject to the terms of their respective easement(s); now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that the petition filed by Joshua Strickland, Dworken & Bernstein Co., L.P.A, Attorney for Philip Moroco for the vacation of a portion of Lakeview Drive in Saybrook Township is hereby accepted for filing.

MOTION: Kozlowski 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 2021-41 SETTING THE DATE OF VIEW AND PUBLIC HEARING ON THE VACATION OF A PORTION OF LAKEVIEW DRIVE IN SAYBROOK TOWNSHIP

The Board of County Commissioners of Ashtabula County, Ohio, met on the 12th day of January, 2021, in regular session in 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 Ohio Revised Code 5553.042(B), a request has been received by Joshua Strickland, Attorney for Julie & Philip Moroco for vacation of a portion of Lakeview Drive in Saybrook Township, described as follows:

That portion of Lakeview Drive in Saybrook Township between Highland Avenue and Morningside Avenue

WHEREAS, the portion of Lakeview Drive was previously abandoned by the Ashtabula County Board of Commissioners in 1990; and

WHEREAS, In accordance with Section 5553.05 of the Ohio Revised Code, the Board of Commissioners shall set the date and time of view and public hearing in said matter; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that said Board has set the date of February 4, 2021 at 1:30 p.m. as the date and time when it shall view the proposed roadway vacation and the date of February 9, 2021 at 1:30 p.m. via GoToMeeting using the link: <https://global.gotomeeting.com/join/821496509> or via phone +1 (786) 535-3211 using Access Code: 821-496-509, with the public hearing being held in the Conference Room of the Board of County Commissioners, 2nd Floor, Old Courthouse Building, 25 West Jefferson Street, Jefferson, Ohio, as the date, time and place of the public hearing on the proposed vacation.

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

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

RESOLUTION NUMBER 2021-8FINA APPROVING FINANCIAL TRANSACTIONS FOR THE COUNTY

The Board of County Commissioners of Ashtabula County, Ohio, met on the 12th day of January, 2021, in regular session in 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:

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 2 TN

Appropriations	Fund	Total	Personal Svcs	Comment
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Board of Elections Grant Fund	2618.201	\$ 33,665.00	\$ -	appropriation of grant funds
Commissioners	1001.001.100	\$ 650.00	\$ -	additional appropriation for dues
Sheriff	1001.008	\$ 1,000.00	\$ -	additional appropriation for relief & allowance
Real Estate	2014.002	\$ 125,000.00	\$ -	additional appropriation for contract services
Risk Management	1001.001.111	\$ 2,800.00	\$ -	additional appropriations during temp budget

DIRECT RELIEF BILLS:

Vouchers #2021-000060 thru 2021-000080 for Public Assistance; #2021-200010 thru 2021-200010 for Child Support; and #2021-300001 thru 2021-300001 for WIA Invoices

BILLS:

COUNTY FUNDS SCHEDULE 2
ENGINEERS SCHEDULE 2E; 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: Kozlowski 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 2021-3SEWA APPROVING SEWER AND WATER BUILDERS LICENSES FOR VARIOUS CONTRACTORS

The Board of County Commissioners of Ashtabula County, Ohio, met on the 12th day of January, 2021, in regular session in 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: E. Dake Plumbing & Heating, Ltd., 3717 N. Ridge Rd., Perry, OH 44081

Contractor: Koski Construction, PO Box 1038, Ashtabula, OH 44005-1038

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

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

Whereupon the resolution was declared passed unanimously.

Work sessions:

January 12, 2021 8:30 a.m. Topic: General Matters/Agenda Items

In Attendance: Casey Kozlowski, Kathryn Whittington, J. P. Ducro IV via Goto meeting, Lisa Hawkins, Janet Discher, Crystal Sturgill, Andrew Misiak via GoToMeeting, Colleen O'Toole, Catherine Colgan

- ❖ **Andrew Misiak-** discussed 2 grants to apply for the Juvenile Justice Delinquency and Progression one for Family Drug Court due in October will apply for \$50,000 and the Resource Center for \$1.5 million for 5 years, DYS dollars will not be used if this grant is received, as they are allowed to be carried over. Andrew will look into what the grant funds can be used for. Andrew to send the grant applications over to the Commissioner's office for review, to determine if it can be used for space, to keep some of the projects moving forward.
- ❖ **Schedules:**
Discussion was held as to what expectations are for the Prosecutor to attend Commissioner work sessions. Decision: Define what is the expectation is, create a list of outstanding items to follow-up and legal review subsection on the Work Session Agenda. Executive Sessions could be scheduled on an as needed basis. Legal Review- Pending-if no items, say no issues pending. Ms. O'Toole asked about having the ability to put something on the agenda, with the board's approval; requesting funding from the Ohio budget and about justice system partners committee to coordinate computer and technology efficiencies. Lisa to schedule a time to test the software system invite Allie, Debbie and Colleen. Sarah will be scheduler. Executive Sessions can be held within a work session and held at the end of the work session. Use Matrix to address outstanding items.
- ❖ **Miscellaneous:**
Bd. Of Elections Generator-Smolens has prepared a proposal and will assist with the competitive bidding process at a cost of \$6,800. Casey will reach out to Smolens about the bid or quote process. In order to determine what we need and what they are quoting, internally we do not have that expertise.
Covid Sick Pay-the federal government did not extend the Covid 80 hours of sick time pay. Some other counties have chosen to extend it and some are not offering it and employees need to use their own time. Janet's proposal is for the Board to consider is a paid administrative leave of no more than 80 hours, using the same Covid criteria as 2020. In April, 2020, we adopted the FMLA and the Emergency paid leave, prior to that we adopted an administrative leave policy which allows to put the employees on paid administrative leave, which is still in place. The ability to extend the temporary policy, it also excludes people. Lauren agrees with Janet about using the administrative leave and to notify every department. This policy could be tied to our color-coded system and percentage of vaccine available to general public and county employees. If you wanted to set a time frame, allow at least 6 months, June 30, 2021. Concerns were discussed, using the Covid code a report could be run showing what was expended add to work session. There will be no transfer of funds. Janet and Lauren will work out the details. Decision: yes.
Capital plan- Janet will be putting together a capital plan for projects in 2021, has Maintenance putting together a list, EMA building needs roof work, Port Authority, office signage, parking lots, etc.
- ❖ **New/Old Business**
Dog Warden reports viewed
North Kingsville sewers
Maintenance Assessments for Drainage Districts-ongoing
Outstanding Board Appointments-ongoing
Ashtabula CIC update- ongoing- Lisa to set up mtgs. before 1/21.
Community Corrections/Jail Project- set up bi-weekly meetings.
Potential sale of property- in process.
Financial Transaction payments –waiting for final review of the contracts.
CRMS Clerks software – update- go live date 2/2
Covid – time use report

Work sessions:

January 12, 2021 8:30 a.m. Topic: County Home via GoToMeeting

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

No current cases of Covid at the nursing home. They have switched to the OSU lab which is very timely. If all the results are negative, they can come out of outbreak testing, then can begin indoor visitation. Total positive since the beginning positive residents were 3. Vaccines are in process. They are going to apply to be a vaccination site. Discussion ensued regarding Covid pay. There is a contract with EcoLab, the company is not willing to take out the language the Prosecutor has indicated needs to be removed. There was an email from Have regarding the furnace, is there a need to secure a maintenance agreement to ensure the system is being maintained correctly. The maintenance proposal was reviewed last week. The proposal included the heating and air. It was around \$8,000 per year. Connie will send to Lisa. The payroll changes are being processed months after they occur. Phil and Connie will address the issue. The next meeting should be held in person, Lisa

ADJOURNMENT:

The President and Clerk of the Board hereby certify that this is a true and accurate record of the minutes of the January 12, 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