

REGULAR SESSION OF THE ASHTABULA COUNTY BOARD OF COMMISSIONERS

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

January 21, 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 and Vice-President J. P. Ducro IV. **Absent:** Commissioner Casey Kozlowski **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, Whittington seconded. **DISCUSSION:** None

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

Whereupon the minutes and the agenda were declared approved unanimously.

THE BOARD PRESIDENT INTRODUCED AND ENTERTAINED MOTIONS FOR THE FOLLOWING RESOLUTIONS:

RESOLUTION NUMBER 2021-44 AUTHORIZING THE FILING OF A GRANT APPLICATION TO THE OHIO OFFICE OF CRIMINAL JUSTICE SERVICES FOR THE 2020 DRUG LAW ENFORCEMENT GRANT PROGRAM, CRIME ENFORCEMENT AGENCY OF ASHTABULA COUNTY (CEAAC)

The Board of County Commissioners of Ashtabula County, Ohio, met on the 21st 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.

WHEREAS, Terry Moisio, Sheriff’s Department, has prepared a grant application to the Ohio Office of Criminal Justice Services for use by the Crime Enforcement Agency of Ashtabula County (CEAAC); and

WHEREAS, the total amount of the budget for personnel costs and software is \$79,476.52, with \$59,607.39 from OCJS and a cash match of \$19,869.13; and

WHEREAS, The Commissioners feel submitting this grant application is desirable and necessary; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that an application be made to the Ohio Office of Criminal Justice Services for use by the Crime Enforcement Agency of Ashtabula County (CEAAC) in accordance with the terms outlined in the grant, with a copy of said application on file in this office.

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

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

Whereupon the resolution was declared passed unanimously.

RESOLUTION NUMBER 2021-45 RECEIVING BIDS AND AWARDING TO DAWN, INC. FOR THE LODGE AT GENEVA-ON-THE-LAKE POOL DECK EXPANSION PROJECT, THRASHER PROJECT #101-030-10109, COMMISSIONERS OFFICE

The Board of County Commissioners of Ashtabula County, Ohio, met on the 21st 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.

WHEREAS, On December 8, 2020, by Resolution No. 2020-360, bids were ordered for the Lodge at Geneva-on-the-Lake Pool Deck Expansion Project; and

WHEREAS, on December 30, 2020 at 3:00p.m., the Board of Commissioners received bids, as follows:

Bidders	Lump Base Bid	Alt. 1	Alt. 2	Alt. 3	Alt. 4	Total
Towne Center Construction LLC	\$526,100.00	\$ 87,000.00	\$205,300.00	\$16,500.00	\$ 56,000.00	\$ 890,900.00

7868 Olde Eight Rd.						
Northfield, OH 44067						
The Accorp dba JCI Contractors	\$501,000.00	\$ 99,900.00	\$174,160.00	\$19,600.00	\$ 81,020.00	\$ 875,680.00
529 W. Prospect Rd.						
Ashtabula, OH 44004						
Dawn Inc	\$452,030.00	\$ 89,795.00	\$133,500.00	\$20,778.88	\$ 68,237.91	\$ 764,341.79
2861 Sferra Ave NW						
Warren, OH 44483						
B & B Contractors & Developers, Inc.	\$465,000.00	\$126,000.00	\$202,000.00	\$15,000.00	\$ 57,500.00	\$ 865,500.00
531 Belmont Ave., #A						
Youngstown, OH 44505						
Hughes Roller Building Co.	\$497,304.00	\$ 98,986.00	\$225,851.00	\$21,742.00	\$ 81,428.00	\$ 925,311.00
1713 E. 51st St, Unit A						
Ashtabula, OH 44004						

WHEREAS, Thrasher has recommended that the project be awarded to Dawn, Inc. as the lowest and best bid received for the base bid of \$452,030.00, Alternate 2 for \$133,500; Alternate 3 for \$20,778.88 and Alternate 4 for \$68,237.91 for a total project cost of \$674,546.79, with Alternate 1 not being performed as part of this contract at the discretion of the Lodge at Geneva-on-the-Lake management and the Ashtabula County Commissioners; and

WHEREAS, this Board would concur with that recommendation and receive the bids and award to Dawn, Inc. as the lowest and best bid received for a total project cost of \$674,546.79; now

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

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

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

RESOLUTION NUMBER 2021-46 APPROVING SCOPE OF SERVICES WITH SMOLEN ENGINEERING FOR THE ASHTABULA COUNTY BOARD OF ELECTIONS GENERATOR PROJECT, SEL 1968

The Board of County Commissioners of Ashtabula County, Ohio, met on the 21st 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.

WHEREAS, Charlie Frye, Director of the Ashtabula County Board of Elections, has presented a Scope of Services for the approval of the Board, to-wit:

Provider: Smolen Engineering, Ltd., 1876 State Route 46 North, Jefferson, OH 44047

Project: Ashtabula County Board of Elections emergency generator to provide backup power to the Board of Elections in the case of an outage. Smolen Engineering will perform field investigations and gather necessary data; load calculations, specifications and plans; assist in obtaining agency approvals and assist with bidding and construction services.

Cost: **Not to Exceed, \$6,800.00**

Term: Begin late January, 2021 and completed by August 1, 2021

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that the Scope of Services outlined above is hereby approved in accordance with the copy now on file.

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

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

RESOLUTION NUMBER 2021-47 APPROVING THE RE-PLAT (LOT CONSOLIDATION) OF SUBLOT 4 OF THE SIDLEY INDUSTRIAL PARK SUBDIVISION, AUSTINBURG AND SAYBROOK TOWNSHIPS

The Board of County Commissioners of Ashtabula County, Ohio, met on the 21st 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.

WHEREAS, A & S Properties Holdings LLC, Owner as signed by Howard W. Bates, Manager, has submitted a re-plat to consolidate lots in Sublot 4 in the Sidley Industrial Park Subdivision; and

WHEREAS, it is the intention of the re-plat to combine Parcel Number 07-040-00-004-98 (S/L 4A) and Parcel No. 07-040-00-004-99 (S/L 4B) with said lot consolidation encompassing 12.3951 acres; and

WHEREAS, Other Official Approval is as follows:

County Planning Commission	December 21, 2020
County Engineer's Office	January 14, 2021
Dept. of Environmental Services	January 14, 2021; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that the re-plat of Sublot 4 to consolidate lots for the Sidley Industrial Park Subdivision, in Austinburg and Saybrook Townships is approved.

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

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

RESOLUTION NUMBER 2021-48 APPROVING HOMEOWNER-CONTRACTOR-COUNTY AGREEMENTS WITH MARGARET BRANCH, CHRISTA SCHOR, JEANNENE VENCILL; KAPALIN, INC.; AND ASHTABULA COUNTY FOR HOUSEHOLD SEWAGE TREATMENT SYSTEM (HSTS) PROJECTS, FY2020 WATER POLLUTION CONTROL LOAN FUND (WPCLF), COMMUNITY SERVICES & PLANNING DEPT.

The Board of County Commissioners of Ashtabula County, Ohio, met on the 21st 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.

WHEREAS, the Community Services & Planning Dept. received 2 quotes on November 13, 2020 for 3 septic system replacement projects as follows:

Contractor	Schor Quote	Branch Quote	Vencill Quote
Kapalin Inc., Jefferson	\$12,924.00	\$11,924.00	\$18,224.00
Daughters Excavating	\$14,450.00	\$14,700.00	\$18,740.00

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 RT 167, Jefferson, OH 44047, as follows:

HSTS Applicant	Total Contract	Homeowner Share	HSTS Share
Christa Schor 5703 Donna Drive, Ashtabula	Not to Exceed: \$12,924.00	\$0.00	\$12,924.00
Margaret Branch 5790 Cemetery Road, Kingsville	Not to Exceed: \$10,135.40	\$1,788.60	\$11,924.00
Jeannene Vencill 2088 W. Center Street, Ashtabula	Not to Exceed: \$15,490.40	\$2,733.60	\$18,224.00

Terms: 60 days from date of signing (weather permitting); now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the agreements 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: Whittington, Ducro Nays: None Abstained: None Absent: Kozlowski
Whereupon the resolution was declared passed unanimously.

RESOLUTION NUMBER 2021-49 RATIFYING THE AGREEMENT BETWEEN THE ASHTABULA COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES AND THE AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES (AFSCME), OHIO COUNCIL 8, LOCAL 14 AFL-CIO

The Board of County Commissioners of Ashtabula County, Ohio, met on the 21st 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.

WHEREAS, a union vote was taken for the ratification of the agreement between the American Federation of State, County and Municipal Employees, Ohio Council 8, Local 14 AFL-CIO and the Ashtabula County Department of Job and Family Services to include the time period of January 1, 2021 – December 31, 2023, with said agreement being ratified by a majority vote of the union membership on October 1, 2020; and

WHEREAS, the recommendation of Patrick Arcaro, Director of the Ashtabula County Department of Job and Family Services, is that the Board ratify the collective bargaining agreement; now

THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Ashtabula County, Ohio, that the agreement between the American Federation of State, County and Municipal Employees, Ohio Council 8, Local 14 AFL-CIO and the Ashtabula County Department of Job and Family Services for union representation for certain employees of the Department of Job & Family Services employees is hereby ratified.

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

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

RESOLUTION NUMBER 2021-50 HOLDING EXECUTIVE SESSION– PERSONNEL- EMPLOYMENT: 121.22(G)(1)

The Board of County Commissioners of Ashtabula County, Ohio, met on the 21st 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- Employment; and

WHEREAS, Said Executive Session was convened at 3:08 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 3:42 p.m.

MOTION: Kozlowski 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 2021-9FINA APPROVING FINANCIAL TRANSACTIONS FOR THE COUNTY

The Board of County Commissioners of Ashtabula County, Ohio, met on the 21st 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.

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:

TRAVEL REQUESTS:

Tim Martin	2021 Engineers Conf.	Dublin	2/4-5	\$410.58
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PAYROLL CHANGES:

ASH. CO. NURSING & REHABILITATION CENTER: December 20th, 2020 through January 2nd 2021.

Resignations

Connie Farr	Accounts Payable	12/22/20	Retired
Michelle Nickita	LPN	11/16/20	No Call No Show (late entry)
David Dales	FSW	12/4/20	Resigned (late entry)
Marla Thornton	LPN-part-time	12/19/20	Resigned (late entry)

January 3rd, 2021 through January 16th, 2021.

New Employees

Misty Lefort	STNA	\$14.00	1/6/21
Kylee Oliver	RSA	\$9.41	1/6/21
Savannah Edwards	Utility Worker pt	\$9.93	1/6/21
Shirley Mager	Nurse Aide I	\$14.00	1/13/21
Jacki Baker	Food Service Worker	\$10.89	1/13/21

Resignations

Jammie Vittorio	STNA – PRN	1/4/21	Resigned – no notice
Kelly Blask	STNA	1/14/21	No Call No Show
Savannah Edwards	Utility Worker pt	1/14/21	No Call No Show
Jessica Wicker	LPN	1/16/21	Resigned

ASHTABULA COUNTY DEPT. OF JOB & FAMILY SERVICES:1/3/2021-1/16/21

Diana Ondrus Clerical Specialist 2 \$16.20/hr. Longevity increase 8 years of service

Appropriations	Fund	Total	Personal Svcs	Comment
Clerk of Courts - Legal	1001.010.	\$ 700.00	\$ -	appropriation for equipment
Clerk of Courts - Title	2130.010.	\$ 320.00	-	additional appropriation for dues
Common Pleas	1001.009	\$30,000.00	\$ -	appropriation for OCJS Grant
Commissioners	1001.001.100	\$ 250.00	\$ -	additional appropriation for ad & printing
Transfers				
TCAP Fund 2355 to	\$ 18,219.00			
OMAS Mental Health Court Fund 2760				
Child Support Fund 2213 to	\$129,549.35			
Public Assistance Fund 2006				

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 3TN

DIRECT RELIEF BILLS:

Vouchers #2021-000081 thru 2021-000102 for Public Assistance; #2021-200011 thru 2021-200011 for Child Support; and #2021-300002 thru 2021-300002 for WIOA Invoices

BILLS:

COUNTY FUNDS SCHEDULE 3
ENGINEERS SCHEDULE 3E; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, do hereby find that the above outlined financial transactions and vouchers are in order and sufficient funds are available to permit the execution of these transactions,

BE IT FURTHER RESOLVED, that the above transactions are approved and allowed, and furthermore, that the County Auditor is hereby authorized to issue warrants for payment of said vouchers.

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

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

RESOLUTION NUMBER 2021-4SEWA APPROVING SEWER AND WATER BUILDERS LICENSE FOR NORTH EAST SITE DEVELOPMENT

The Board of County Commissioners of Ashtabula County, Ohio, met on the 21st 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.

WHEREAS, In accordance with the Ashtabula County Sewer and Water regulations, the following Sewer and Water Builders' License has 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: North East Site Development, 5718 N. Richmond Rd., Pierpont, OH 44082

NOW, THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the Sewer and Water Builders License as noted above, is approved in accordance with copy now on file in this office.

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

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

Work sessions:

January 19, 2021 2:16 p.m. Topic: General Matters/Agenda Items

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

Discussion was held regarding the structure of the Public Defender's Office, the Public Defender Commission and the Public Defender Corporation. There is a public defender commission that decides how the public defender work will be done within the county. There are multiple models used throughout the state, Ashtabula County currently uses the not for profit model. The AC Public Defender Corp. is a self-appointed board who meets 4 to 5 times per year, or as needed. Employees do not receive PERS. The statute states the public defender commission exists. The Public Defender Commission contracts with the Public Defender Corporation. The Commissioners appropriate tax dollars to a private corporation, but are not certain of how to determine how funds are used. The county receives a monthly expenditure report to use for processing reimbursements.

January 21, 2021 10:00 a.m. Topic: General Matters/Agenda Items

In Attendance: Casey Kozlowski, Kathryn Whittington, J. P. Ducro IV, Lisa Hawkins, Janet Discher, David Thomas, Dawn Gates, Shara Parkomaki

- ❖ **David Thomas-** the county auditor proposed to extend the date from January 31, 2021 to March 31, 2021 for purchasing dog tags, waiving the late fee. due to the pandemic, mail issues, etc. The Commissioners need to adopt a resolution to extend the dog license due date. Decision: ok for next week's agenda.
- ❖ **Dawn Gates-** Release Agreement for Darlene Hanson CHIP client who is requesting to pay off the remaining 20% mortgage to transfer her property. Decision: ok for next week's agenda. Asking for approval of the 3rd party HSTS agreement with the county, homeowners and Kapitalin for HSTS to be on today's agenda for approval. This is the lowest proposal received for 3 septic systems. Decision: ok for today's agenda. The Sidley Replat was discussed and approved at the December Planning meeting. Decision: ok for today's agenda.
- ❖ **Shara Parkomaki-** the Law Library has 2 agreements for Comr. approval. Hannah Connection is used by the Librarian for updates at an annual cost of \$1,700.00, beginning 2/1/21 to ending 1/31/21. Commissioner Kozlowski asked if there was a way to receive legislative updates occurred throughout the day. Thomson Reuters/West Publishing agreement for books, with minor changes at a cost of \$1,255.08 in a 3 year contract, with 3% escalator per year. There is a policy that when a book is used it is not re-shelved, so she can determine what books are being used. Decision: ok for next week's agenda.
- ❖ **Schedules:**
Department Head mtgs. prefer in person, with the virtual option. Lisa to schedule bi-monthly with ACDJFS. Work session -Building Dept. to attend monthly, but with the department head meeting, no other meeting necessary.
- ❖ **Miscellaneous:**
Nopec Grant of \$27,522 for 2021 needs submitted by 6/30/21. This grant to be used for the balance of Generator project at the Board of Election. The generator cannot be located on the roof. If there is funding left, could it be used for the payment of the Gardiner project.
Clerk of Courts Union Contract- Comrs. Ratify all union contracts. There was a year 3 wage re-opener for 2021. They negotiated a half percent for 2021, which totals 4% over the past 4 years. Decision: ok for next week's agenda.

Security- Kathryn & Janet to meet with Vector Security on Wednesday for security camera locations. Looking for security cameras for the front of our building, one outside by the ramp area, and the courtyard. Will determine if funding from the Nopec grant can assist with costs.

Indigent Defense- CCAO has asked counties to consider supporting full indigent reimbursement. There is a sample letter. Decision: Lisa to get the letter ready.

❖ **Legal Review:**

The Prosecutor is going to be reviewing all contracts to be sure they are updated. The APL contract negotiation is underway. JP will reach out to them and propose a meeting on 1/29 in the morning. Colleen will review and make recommendation for future action. She will be reviewing all the civil duties with the attorneys. There will be 9 union contracts for negotiation.

Jail timeline-a draft was sent.

Building acquisition.

They are working on record retention policy updates in their office, and looking at other policies. County litigation status- request to be shared with Prosecutor any outside counsel. The Risk Manager is Lori Larson to communicate with Prosecutor's office. Tell Lori to reach Rebecca.

❖ **Old Business**

Maintenance Assessments for Drainage Districts-Crystal will do research

Outstanding Board Appointments- CSB resignation of Susan Paolo will be next week's agenda.

Committee Reports:

Casey Kozlowski

Potential sale of property- Conneaut property, Casey will meet with Lisa

FFA proclamation- in person, limit to school persons and staff. Confirm the number of attendees. Determine number of people, and location. Feb 16 or Feb 23 at their location. 4H do the proclamation outside with the animals. Lisa to reach out. Child Abuse Awareness Month in April, Lisa to reach out.

Kathryn Whittington- none

JP Ducro

Agile Networks estimate of cost, approved at a previous work session to determine how this would work to bring better quality internet services to those not being adequately served. Funding will come from the \$75,000 economic development fund. Estimate about 4,000 households in the Cherry Valley area to receive better internet. Decision: ok.

North Kingsville sewers- no update

Janet Discher

Some sort of staff appreciation activity or event. January 29, 2021 is have fun at work day. It is difficult to do things during the Covid pandemic. Looking for ideas, one of which was to have a summer day at the office dress in your summer best with some sort of costume contest. Another idea is to send donuts and thanks for all you do.

Lisa Hawkins

Ashtabula CIC update – meeting today

Financial Transaction payments – decision: on next week's agenda.

CRMS Clerks software – update- go live date 2/2

January 21, 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, Ed Spoor, Barb Ellsworth,

Department Updates and Discussion

- 1) Ashtabula County Port Authority Plant C
 - a. Meeting next week to address capital items and miscellaneous outstanding wants and needs.
- 2) Sewer projects
 - a. Saybrook pump station upgrades- CT is coming to take pictures of control panels so they can look at them.
 - b. EMC- there are meetings in progress about the wastewater issues. Discussions with the Ohio EPA are ongoing, with 2 main points being expressed by the County: any actions to fix the EMC has to be paid for by EMC/users or grant/loans. The funds cannot come from other Ashtabula County projects. EMC would need to be in contact with the users and members of the spider agreement about the compliance problem. Ashtabula County is willing to assist. To not address this issue, it will negatively affect future economic growth. EPA is not doing finding and orders, which does not mandate. The actual water the use businesses use for industrial processing is separate from this issue. This water is strictly for their bathrooms.

- c. A manhole was accidentally moved at the Mack Truck location causing dirt and debris to enter the system. Mr. Starkey emailed Mr. Bates regarding the removed manhole and expressing concerns. No response has been received yet from the email. The manhole was reset by ACDES, and the tracked hours will be billed as part of their sewer inspections. For the Sidley Industrial Park, Mr. Bates chose the 5 year, 20% down agreement that was offered.
- d. Coffee Creek update: meeting CT at the site tomorrow to discuss upgrades to the plant.
- e. Sleep Gallery and Monkey Wrench update: sewer lateral project began on January 19, will take about a week.
- f. Holiday Campgrounds update: ACDES installing a flow meter from Lake Village Campgrounds as required from EPA.

3) Water projects

- a. Harpersfield Water tower would require an easement, not ownership by the county. CT is working on easements and tower location. CT is drawing up the agreements for Route 45 relocation from Clay Street and the Harpersfield watermain relocation projects. The Harpersfield project will be very involved, but should not be a loss of service. New London has about a half a mile watermain extension.
- b. TTHM
 - i. OEPA letter- CT, Aqua and Pam from Rock Creek are involved and a draft has been created and approved by the Board of Commissioners. Kyle toured the sewer plant, with future discussions planned. CT will reach out to Geneva about being a part of the overall study. They are in discussion with Roaming Shores, looking for an old model for more discussions.
- c. Plymouth / Jefferson water survey
 - i. Putting data together 4 different phases of the project. 1st phase, is favorable.
- d. Green Road- ongoing.
- e. OWDA loan legislation- new program beginning Feb. 1. The only loan of interest to refinance is the CCAO loan but has an \$800,000 penalty, could ask to waive the penalty.
- f. Changing out of dead meters update: there are 85 meters with customers receiving estimated bills. If crews follow Covid safety guidelines, obtained homeowner permission in advance of the proposed installation and written permission obtained the day of installation, it is ok to proceed. Doug to contact Mike Fitchet for N95 masks.
- g. Orwell waterline discussion: There is a new Village Administrator. Doug will reach out later.
- h. South River Rd waterline request South River Road locations are wineries and B & B's are expressing interest in obtaining water. Looking at 534 Stoltz and Ackman.

4) Mail issues- they received a stack of bills from the post office to the ACDES. They are not assessing penalties or taxes. Extend thru the end of January and revisit mid-February for the first bill cycle in March.

5) Water Advisory-March 25, 2021 at 2:30

Future work sessions will be held once a month, with 1 hour allowed. There is a need to appoint a new sanitary engineer. Revisit in a few weeks.

ADJOURNMENT:

The President and Clerk of the Board hereby certify that this is a true and accurate record of the minutes of the January 21, 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