

REGULAR SESSION OF THE ASHTABULA COUNTY BOARD OF COMMISSIONERS

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

January 26, 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 and today's agenda were declared approved unanimously.

**THE BOARD PRESIDENT INTRODUCED AND ENTERTAINED MOTIONS FOR THE FOLLOWING RESOLUTIONS:
RESOLUTION NUMBER 2021-51 HOLDING EXECUTIVE SESSION – PROPERTY ACQUISITION: 121.22(G)(2)**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 26th 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)(2) the Board of Ashtabula County Commissioners shall meet in executive session to discuss Property Acquisition; and

WHEREAS, Said Executive Session was convened at 8:34 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 adjourned at 9:04 a.m.

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 2021-52 HOLDING EXECUTIVE SESSION – PERSONNEL, COMPENSATION
121.22(G)(1)**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 26th 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 11:06 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 11:38 a.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 2021-53 APPROVING THE ECONOMIC DEVELOPMENT REVOLVING LOAN FUND
ADMINISTRATION AGREEMENT WITH THE OHIO DEVELOPMENT SERVICES AGENCY, 503 CORP, CDBG**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 26th 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 Ohio Development Services Agency (Grantor), through its Office of Community Development (OCD), administers the federal Community Development Block Grant (CDBG) Program for the State of Ohio; and

WHEREAS, Ashtabula County (Grantee) has been determined to be an eligible recipient of CDBG funds and has been awarded CDBG funds from the Grantor to finance eligible activities that may generate program income; and

WHEREAS, Grantor has recognized the positive impact on community development initiatives when the use of Economic Development program income is locally determined. Grantor has permitted the establishment of Economic Development Revolving Loan Funds within local political subdivisions to meet the primary development; and

WHEREAS, the Ohio Development Services Agency has presented an agreement for the approval of the board, to-wit:

Provider: State of Ohio, Development Services Agency, 77 S. High Street, P.O. Box 1001, Columbus, OH 43216-1001

Purpose: To maintain adequate program oversight and ensure that communities understand and adhere to the terms of the agreement in conjunction with the administration of the Economic Development Revolving Loan Fund.

Term: retroactive to January 1, 2021 ending December 31, 2023

Goals: Economic Development Revolving Loan Fund
1) encouraging the expansion and stability of the economic base of the designated area of the Economic Development Revolving Loan Fund
2) encouraging increased employment opportunities, particularly for the low-and moderate-income persons in designated areas of the Economic Development Revolving Loan Fund

WHEREAS, The agreement has been reviewed by this Board and is deemed to be beneficial to Ashtabula County; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that the grant agreement with the Ohio Development Services Agency for the Economic Development Revolving Loan Fund Administration, 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 NUMBER 2021-54 APPROVING AGREEMENT WITH HANNAH NEWS SERVICE, INC. FOR NEWS SERVICE SUBSCRIPTION, ASHTABULA COUNTY LAW LIBRARY

The Board of County Commissioners of Ashtabula County, Ohio, met on the 26th 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, Shara Parkomaki, Ashtabula County Law Librarian, has presented an Agreement for the approval of the Board, to-wit:

Provider: Hannah News Service, Inc., 21 W. Broad St., Suite 1000, Columbus, OH 43215

Scope: News service subscription

Term: Beginning February 1, 2021 and ending January 31, 2022

Cost: Not to exceed: \$1,700.00, one-time payment for term of 12 months; and

WHEREAS, the submitted agreement has been reviewed by the Board and is found to be necessary; now

WHEREAS, Ms. Lamson is paying off the 20% owed due to the terms of the agreement and requesting the mortgage be released in order to transfer the property; and

WHEREAS, this Board would agree that the stipulations have been met and agree to release the mortgage, with the 20% payment being received; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that the above Release of Affidavit/Mortgage is approved in accordance with a copy of said Release 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 2021-57 ACCEPTING RESIGNATION OF SUSAN PAOLO FROM THE CHILDREN SERVICES BOARD

The Board of County Commissioners of Ashtabula County, Ohio, met on the 26th 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 Section 5153.03 of the Ohio Revised Code the Board of Commissioners is the appointing authority for the members of the Children Services Board with the terms of the members set at four (4) years; and

WHEREAS, Susan Paolo has submitted her resignation from the Children Services Board, effective immediately and this Board would accept such resignation; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that the resignation of Susan Paolo is accepted effective immediately.

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 2021-58 EXTENDING THE TIME PERIOD FOR FILING AN APPLICATION FOR THE REGISTRATION OF DOGS IN ASHTABULA COUNTY WITHOUT PENALTY PURSUANT TO OHIO REVISED CODE SECTION 955.01

The Board of County Commissioners of Ashtabula County, Ohio, met on the 26th 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 Ashtabula County auditor's office administers the registration of dogs under Ohio Revised Code (ORC) chapter 955; and

WHEREAS, ORC section 955.01 requires every person who owns, keeps, or harbors a dog more than three months of age to file an application for registration on or after the first day of the applicable December, but before the thirty-first day of the applicable January; and

WHEREAS, unless extended by resolution, a penalty must be assessed by the county auditor for applications filed after the thirty-first day of the applicable January equal to the cost of a one-year dog license; and

WHEREAS, the auditor's office recommends that the Board temporarily extend the deadline to file an application without penalty by two months, to the thirty-first day of March, to provide for additional community outreach and education opportunities to increase licensure rates within Ashtabula County, now

THEREFORE, BE IT RESOLVED, by the Board of County Commissioners, Ashtabula County, Ohio:

1. That pursuant to the Board's explicit authority under ORC section 955.01, the Board hereby extends the January deadline by two months to the thirty-first day of March; and
2. That the extension shall be in effect in the year 2021; and
3. That the auditor's office shall collect all relevant data related to the licensure rates in 2020 and 2021 and report to the Board a recommendation on whether to continue the extension past March 31, 2021.

MOTION: Ducro moved the adoption, Ko5zlowski seconded. **DISCUSSION:** None
VOTE: Yeas: Whittington, Ducro, Kozlowski **Nays:** None **Abstained:** None **Absent:** None
 Whereupon the resolution was declared passed unanimously.

RESOLUTION NUMBER 2021-59 RATIFYING THE WAGE REOPENER AGREEMENT BETWEEN THE ASHTABULA COUNTY CLERK OF COURTS AND THE AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES (AFSCME) OHIO COUNCIL 8 AND LOCAL 3781, AFL-CIO

The Board of County Commissioners of Ashtabula County, Ohio, met on the 26th 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 Ashtabula County Clerk of Courts has been negotiating a wage reopener with the American Federation of State, County and Municipal Employees (AFSCME) Ohio Council 8 and Local 3781, AFL-CIO; for representation of certain employees of the Ashtabula County Clerk of Courts in collective bargaining procedures; and

WHEREAS, a union vote was taken for the ratification of the wage-reopener for the agreement to include January 1, 2021 – December 31, 2021, said wage reopener being ratified by a majority vote of the union membership; and

WHEREAS, The members agreed to 1/2% wage increase for 2021 for a total of 4% over the three (3) year contract; and

WHEREAS, The recommendation of April Mariotti, Ashtabula County Clerk of Courts, is that the Board ratify the wage reopener for the collective bargaining agreement; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that the wage reopener for the agreement between the American Federation of State, County and Municipal Employees (AFSCME) Ohio Council 8 and Local 3781, AFL-CIO and the Ashtabula County Clerk of Courts for union representation for certain employees of the Clerk of Courts employees is hereby ratified.

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 2021-60 APPROVING BONDS OF JUDGE ELECT ALBERT CAMPLESE, PROBATE COURT JUDGE AND AS JUVENILE COURT JUDGE ACTING AS OWN CLERK

The Board of County Commissioners of Ashtabula County, Ohio, met on the 26th 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, Judge Elect Albert Campese, has filed his bonds, as follows:

Probate Judge in the amount of \$25,000.00 in accordance with ORC Section 2101.03

Juvenile Court Judge Acting as own Clerk in the amount of \$25,000 in accordance with ORC Section 2151.12

WHEREAS, conditioned according to law with the Fidelity and Deposit Company of Maryland, with the local agent being Love Insurance Agency, P.O. Box 1008, Chardon, OH 44024-5008 as surety thereon; and

THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Ashtabula County, Ohio, that the Bonds of Albert Campese, Probate Court Judge and Juvenile Court Judge Acting as own Clerk are hereby approved as outlined above; and

WHEREAS, the cost of said bonds are \$600 each for a total of \$1,200.00 for the term of office; now

BE IT FURTHER RESOLVED, That the Clerk of the Board shall file said Bonds with the County Treasurer as required by law.

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 2021-61 DECLARING FURNITURE AND EQUIPMENT OBSOLETE, CLERK OF COURTS

The Board of County Commissioners of Ashtabula County, Ohio, met on the 26th 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 following list of obsolete furniture and equipment has been sent to this Board for disposal:

Clerk of Courts:

- (1) Green Metal Chair – Inv. #77 T (Title Dept.)
- (2) Brown Metal Chair – Inv. #145 (Title Dept.)
- (1) Globe Wernickle Metal Desk – Inv. # (Title Dept.)
- (1) Typewriter – Inv. #172 (Legal Dept.)

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

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that the obsolete furniture and equipment is hereby authorized to be disposed of.

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 2021-10FINA APPROVING FINANCIAL TRANSACTIONS FOR THE COUNTY

The Board of County Commissioners of Ashtabula County, Ohio, met on the 26th 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:

Appropriations	Fund	Total	Personal Svcs	Comment
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Commissioners	1001.001.100	\$ 992.00	\$ -	appropriation for unemployment
Auditor	1001.002	\$ 553.00	\$ -	appropriation for unemployment
Juvenile Court	1001.011	\$ 1,792.00	\$ -	appropriation for unemployment
Eastern County Court	1001.013	\$ 2,904.00	\$ -	appropriation for unemployment
Youth Services Grant	2371.011	\$ 1,164.00	\$ -	appropriation for unemployment
CARES Act	2002.001	\$ 249.00	\$ -	appropriation of returned funds for equipment

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 4TN

DIRECT RELIEF BILLS:

Vouchers #2021-000103 thru 2021-000137 for Public Assistance and #2021-200012 thru 2021-200015 for Child Support Invoices

BILLS:

COUNTY FUNDS SCHEDULE 4
ENGINEERS SCHEDULE 4E; 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 2021-5SEWA APPROVING SEWER AND WATER BUILDERS LICENSES FOR VARIOUS CONTRACTORS

The Board of County Commissioners of Ashtabula County, Ohio, met on the 26th 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:** Star Excavating, Inc., 5818 North Ridge Road., Madison, OH 44057
- Contractor:** Easton Excavating, Inc., 1373 VRT 322 East., Orwell, OH 44076

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 copy 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 26, 2021 8:30 a.m. Topic: General Matters/Agenda Items

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

❖ **Schedules:**

Prosecutor to attend every jail meeting regular work session time

ACDJFS – via GoToMtg, would like in person, but offer GoTo option. Revisit in March.

Jail mtg. dates- reschedule them to Thursday afternoons

4H proclamation- hold outside in March there will be approximately 10 adults, 20 youth Decision: ok

Bob Snavelly- electric agreements set up in March

❖ **Miscellaneous:**

Notary classes using room- not at this time- will revisit in March

The Board has asked to come up with ideas to show appreciation for staff. Ms. Discher presented the month of February Fun idea. Each work day in February would have a nationally recognized day, such as Tator Tot Day, Pizza Day, etc. The Board would purchase a gift relating to the topic for each day, a staff members name would be drawn as a winner of that prize. Commissioners could deliver the prize to the winner. The grand prize would be March 5, 2021 on National Employee Appreciation day, with an overnight stay at the Lodge and a gift certificate to a local establishment. A letter from the Board will be sent to all the staff members. There are 20 work days, 50 employees. Once you are a winner, your name is removed until the March 5, 2021 drawing. Set up a GoToMeeting just for this. Announce on Friday with an email and a calendar of events.

Credit Card Authorization – new user requests from Veteran Services & Board of DD- Decision: seek a legal opinion to be certain they can be on our program.

Support ltr. For Metroparks Pymatuning Greenway- Comr. Ducro will reach out to them for more information.

Covid Vaccinations- Discussion was held regarding the Covid vaccine and the general public voicing concerns to the Commissioners. . Propose the Board would like to offer their assistance to the Health Dept. if it is needed. There are retired nurses willing to help, mobilize volunteers from the RAM Clinic, persons offering to man phones, etc.

Janet, Lisa and Crystal are working on switching credit card provider and will report back when we have a recommendation.

❖ **Old Business**

Nopec Grant (due 6/30/21)

Maintenance Assessments for Drainage Districts-ongoing

Outstanding Board Appointments-

Applications received:

Clarice Wofford for Community Corrections Board – does re-entry program at Conneaut prison. Lisa to look at how many are allowed on the board.

Community Corrections – make sure with ORC that a person with a felony can serve on the board.

Wayne Klingensmith for Solid Waste- reappoint him.

Committee Reports:

Casey Kozlowski

Potential sale of property

Board of Election Generator project- looks like the grant will be extended.

Kathryn Whittington-SMI received an email from an 8th grader at Grand Valley been accepted into a national program for Stem opportunities program, National Youth Leadership Forum at Bowling Green, with a county portion to assist funding. Possibly use Christy Fund.

JP Ducro

North Kingsville sewers

Janet Discher

Lisa Hawkins

Ashtabula CIC- ongoing

Financial Transaction payments – contracts 2/1/2021

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

January 26, 2021 1:30 p.m. Topic: 2021 Budget- Sheriff's Department

In Attendance: Casey Kozlowski, Kathryn Whittington, J. P. Ducro IV, Lisa Hawkins, Janet Discher, Crystal Sturgill, William Niemi, Sue Hill, Mandy Orahood, David Thomas, Paige Williamson, April Mariotti

The Board met with the Ashtabula County Sheriff to discuss the 2021 Budget. Sheriff Niemi has requested the purchase of 5 new cruisers, to keep the car rotation going. Total cost per vehicle is \$38,367. In the past, funding for the vehicles has come from the Clerk of Courts, unsure of the funding source at this time. There would be 8 more

vehicles within the next 2 years. Moving to vehicles that are less fuel efficient will have an impact on the gasoline budget which is in the General Fund. The Dispatch Center training is no longer covered by EMA in the amount of \$3,000. We pay for 10 dispatchers out of the General fund, 5 out of 911 parcel fee. He asked to create a supervisor position by promoting a person currently in Dispatching. Jail budget is a 2019 budget based on occupancy of 140 to 170 inmates, funded as being fully operational. He proposes to eliminate one position and add an additional maintenance person and to increase the training budget to \$20,000. The Sheriff would like to replace some outdated computer equipment and radar units. The Sheriff to get quotes as there may be grant funding available from the Supreme Court. The condition of the space in the basement area was discussed. Commissioner Whittington and the Sheriff will set up a meeting.

January 26, 2021 2:15 p.m. Topic: 2021 Budget- Clerk of Courts

In Attendance: Casey Kozlowski, Kathryn Whittington, J. P. Ducro IV, Lisa Hawkins, Janet Discher, Crystal Sturgill, April Mariotti, Sue Hill, Mandy Orahod

The Board met with the Ashtabula County Clerk of Courts to discuss the 2021 budget request. Ms. Mariotti has requested the same budget as last year, with the addition of the 1/2 % salary increase just negotiated with the union. Staff positions will not increase, but some will have duties reallocated. There will be a retirement at the end of February, will need to budget for her payout. The Chief Deputy's last day is Friday and will be replaced at the current paygrade. There have been a few other staff changes. The practice using the Clemens Nelson pay scale is to hire towards the beginning of the pay scale, maybe half if they have significant experience. with typically 3% over the beginning paygrade. Ms. Mariotti and Ms. Discher will meet to discuss Clemans Nelson and staffing costs further. She will add the 1/2 % wage increase. The longevity formula will be reviewed.

January 26, 2021 3:00 p.m. Topic: 2021 Budget- Prosecutor

In Attendance: Casey Kozlowski, Kathryn Whittington, J. P. Ducro IV, Lisa Hawkins, Janet Discher, Crystal Sturgill, Colleen O'Toole, Debbie Hewitt, Sue Hill, Mandy Orahod, David Thomas

The Board met with the Ashtabula County Prosecutor to discuss the 2021 budget request. The various budgets within the Prosecutor's office were discussed, with a request of a 3% salary increase. There is a Prosecutor, VOCA and Dretac. The FOJ budget is for Prosecutors and the forfeiture (LETF) budget with about \$200,000. Proposing to reduce Courtview license numbers as phasing out the use of Courtview. Court, computer and copier expenses are coming out of those funds. They will be asking for more funding for VOCA and VOWA. If expenses can be moved to general fund, could fund grant writer services. She is asking for the admins salaries to be brought in line with other admins in the county. She is requesting the addition of a civil attorney as a temporary addition that has expertise in purchasing projects, such as a jail. There are 10 labor contracts up this year. The longevity program was briefly discussed, as the Prosecutor's office does not use the Commissioner longevity model, but could implement the Commissioner policy for new hires. Voca's grant does not pay for longevity. There is a need for a victim investigator. Ms. O'Toole is researching the launch of a full-scale diversion program, a criminal diversion program, and an independent mediation program, with the only additional staff position to be a temporary civil attorney. The Tax Ease program was discussed. If the program is eliminated would negatively impact the Dretac fund by about \$242,000. This funding was used to offset general fund monies. Ms. O'Toole will meet with the Treasurer to discuss options. Ms. O'Toole will explore ways to expand the attorney position to service the county better, being fair to those in foreclosure. 501c3 is being set up for the Community Improvement Corporation. The additional ask in the 2021 budget \$12,000 supplies \$2,000 and the position of about \$100,000. May be able to negotiate something with Homesafe. The Law Enforcement Trust fund is by statute. Is there opportunity for revenue enhancement. The wage for the new attorney is a little higher than the current attorneys, they would have commercial contractor experience. The lack of participation of Prosecutor office staff in the wellness program was discussed. The Board is willing to share the value of the program.

ADJOURNMENT:

The President and Clerk of the Board hereby certify that this is a true and accurate record of the minutes of the January 26, 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

