

**REGULAR SESSION OF THE ASHTABULA COUNTY BOARD OF COMMISSIONERS**

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

**February 21, 2019**

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, J. P. Ducro IV, Vice-President, Casey R. Kozlowski. **Absent:** Commissioner Kathryn L. Whittington **Board Staff Present:** County Administrator Janet Discher and Clerk of the Board Lisa Hawkins.

**Motion To Approve Minutes Of Previous Session(S) And Waiver Of The Reading Of Same and approval of Today’s Agenda, as presented:**

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

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

Whereupon the minutes were declared approved unanimously.

**THE BOARD PRESIDENT INTRODUCED AND ENTERTAINED MOTIONS FOR THE FOLLOWING RESOLUTIONS: RESOLUTION NUMBER 2019-91 APPROVING THE OHIO 5339 BUS FACILITIES PROGRAM SUBAWARD GRANT AGREEMENT FROM THE OHIO DEPARTMENT OF TRANSPORTATION FOR CY2019 CONTRACT NO. 125-RPTF-19-0200, FEDERAL FUNDS, ODOT CONTRACT NUMBER: 125-BABF-19-0200, ACDJFS**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 21<sup>st</sup> day of February, 2019, in regular session at the offices of said Board in the Old Courthouse Building, 2<sup>nd</sup> Floor, 25 W. Jefferson St., Jefferson, Ohio, with the following members present: J. P. Ducro IV, Casey R. Kozlowski.

WHEREAS, Ashtabula County has applied to the Ohio Department of Transportation for the Ohio 5339 Bus and Bus Facilities Program to aid in the operations of a public transportation system within Ashtabula County; and

WHEREAS, Ohio Department of Transportation has awarded a grant to Ashtabula County for CY2019, in the following amounts, to-wit:

**Bus and Bus Facilities to Purchase Four (4) Replacement Vans**

<b>Total Project Cost:</b>	<b>Federal Funds:</b>	<b>State Funds:</b>	<b>Local Share Funds:</b>
\$327,136	\$261,709	\$0	\$65,427

**Term:** vans must be purchased or contract awarded within one year after the execution date of this agreement

NOW, THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, accepts the grant offered by the Ohio Department of Transportation for Bus and Bus Facilities for the Ashtabula County Transportation System in CY2019.

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

Whereupon the resolution was declared passed unanimously.

**RESOLUTION NUMBER 2019-92 APPROVING THE OHIO RURAL TRANSPORTATION SUBAWARD GRANT AGREEMENT FROM THE OHIO DEPARTMENT OF TRANSPORTATION FOR CY2019 CONTRACT NO. 125-RPTF-19-0100, FEDERAL AWARDING AGENCY: FEDERAL TRANSIT ADMINISTRATION, CFDA PROGRAM NO. 20.509 AND CFDA PROGRAM NAME: FORMULA GRANTS FOR RURAL AREAS, ACDJFS**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 21<sup>st</sup> day of February, 2019, in regular session at the offices of said Board in the Old Courthouse Building, 2<sup>nd</sup> Floor, 25 W. Jefferson St., Jefferson, Ohio, with the following members present: J. P. Ducro IV, Casey R. Kozlowski.

WHEREAS, Ashtabula County has applied to the Ohio Department of Transportation for transit system operations and capital maintenance grants under the Public Transportation Grant Program to aid in the operations of a public transportation system within Ashtabula County; and

WHEREAS, the Ohio Department of Transportation has awarded a grant to Ashtabula County for CY2019, in the following amounts, to-wit:

**Operations--Capitalized Maintenance**

<b>Total Project Cost:</b>	<b>Federal Funds:</b>	<b>State Funds:</b>	<b>Local Share Funds:</b>
\$250,000	\$200,000	\$0	\$50,000

**Operating**

<b>Total Project Cost:</b>	<b>Federal Funds:</b>	<b>State Funds:</b>	<b>Local Share Funds:</b>
\$1,073,100	\$507,856	\$105,000	\$460,244

**Eligible operating expenses:** The operating assistance shall be applied toward the Eligible Operating Expenses incurred during the time period of January 1, 2019 to December 31, 2019

NOW, THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, do hereby accept the grants offered by the Ohio Department of Transportation for the operation of the Ashtabula County Transportation System in CY2019.

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

**RESOLUTION NUMBER 2019-93 APPROVING AGREEMENT BY AND BETWEEN THE ASHTABULA COUNTY BOARD OF COMMISSIONERS AND THE ASHTABULA COUNTY HEALTH DEPARTMENT FOR TUBERCULOSIS CONTROL AND PREVENTION SERVICES**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 21<sup>st</sup> day of February, 2019, in regular session at the offices of said Board in the Old Courthouse Building, 2<sup>nd</sup> Floor, 25 W. Jefferson St., Jefferson, Ohio, with the following members present: J. P. Ducro IV, Casey R. Kozlowski.

WHEREAS, an agreement has been presented for the approval of the Board, to-wit:

**Scope:** Ashtabula County Health Department to provide Tuberculosis control and prevention services to the residents of Ashtabula County.

**Provider:** Ashtabula County Health Department, 12 W. Jefferson St., Jefferson, OH 44047

**Cost:** Not to Exceed \$25,000.00, except that if actual costs exceed more than \$27,500, will be \$75 per hour

**Term:** **Retroactive to** January 1, 2019 thru December 31, 2019; now

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

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

**RESOLUTION NUMBER 2019-94 APPROVING AGREEMENT BY AND BETWEEN THE ASHTABULA COUNTY BOARD OF COMMISSIONERS AND CATHOLIC CHARITIES OF ASHTABULA COUNTY FOR TENANT BASED RENTAL ASSISTANCE**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 21<sup>st</sup> day of February, 2019, in regular session at the offices of said Board in the Old Courthouse Building, 2<sup>nd</sup> Floor, 25 W. Jefferson St., Jefferson, Ohio, with the following members present: J. P. Ducro IV, Casey R. Kozlowski.

WHEREAS, an agreement has been presented for the approval of the Board, to-wit:

**Scope:** provide services to administer Tenant Based Rental Assistance Program Activity

**Provider:** Catholic Charities of Ashtabula County, 4200 Park Ave., 3<sup>rd</sup> Floor, Ashtabula, OH 44004

**Cost:** Not to Exceed \$2,400.00 from PY 2017 CHIP grant

**Term:** **Retroactive to** January 1, 2019 thru September 30, 2019; now

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

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

**RESOLUTION NUMBER 2019-95 RE-APPOINTING TONY COLLETTE TO THE ASHTABULA METROPOLITAN HOUSING AUTHORITY BOARD**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 21<sup>st</sup> day of February, 2019, in regular session at the offices of said Board in the Old Courthouse Building, 2<sup>nd</sup> Floor, 25 W. Jefferson St., Jefferson, Ohio, with the following members present: J. P. Ducro IV, Casey R. Kozlowski.

WHEREAS, on March 16, 1967, the Board of Commissioners created the Ashtabula County Metropolitan Housing Authority to advise the System on meeting the housing needs of residents of Ashtabula County; and

WHEREAS, Section 3735.27 (D)1(c) of the Ohio Revised Code provides that the Board of Commissioners appoint members to the Ashtabula Metropolitan Housing Authority; and

WHEREAS, the terms of the members are set at five (5) years; and

WHEREAS, the term of Tony Collette expires on March 17, 2019; and

WHEREAS, It is recommended that he be re-appointed for a new term commencing March 18, 2019 through March 17, 2024; now

THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Ashtabula County, Ohio, that Tony Collette is re-appointed to the Ashtabula County Metropolitan Housing Authority as outlined above.

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

**RESOLUTION NUMBER 2019-96 APPROVING ADDENDUM NO. 9 OF LEASE WITH THE OHIO DEPARTMENT OF PUBLIC SAFETY FOR SPACE OCCUPIED BY THE BUREAU OF MOTOR VEHICLES (JEFFERSON DEPUTY REGISTRAR) IN THE GRANGER BUILDING**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 21<sup>st</sup> day of February, 2019, in regular session at the offices of said Board in the Old Courthouse Building, 2<sup>nd</sup> Floor, 25 W. Jefferson St., Jefferson, Ohio, with the following members present: J. P. Ducro IV, Casey R. Kozlowski.

WHEREAS, The Board of Commissioners owns the building located on the southwest corner of West Walnut and North Chestnut Streets in the Village of Jefferson, known as the Granger Building; and

WHEREAS, There is space available in said building that may be leased by the County to other entities; and

WHEREAS, Janet Discher, County Administrator, has presented Addendum No. 9 with the Ohio Department of Public Safety, Bureau of Motor Vehicles for the approval of the Board, to-wit:

- Original Lease:** July 1, 1998
- Lessee:** State of Ohio, Department of Public Safety  
P.O. Box 182074 Columbus, OH 43218-2081
- Location:** 4 West Walnut Street                  Jefferson, Ohio    1,344 sq. ft.
- Lease Period:** 2 years commencing July 1, 2019 ending June 30, 2021
- Cost:** \$15,576.96, payable in MONTHLY installments of \$1,298.08; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that Addendum No. 9 to the Lease Agreement is approved in accordance with the terms and conditions contained in the copy of said Lease Agreement now on file in this office.

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

**RESOLUTION NUMBER 2019-97 AWARDING PROPOSAL TO DAWN INCORPORATED FOR THE PRE-FABRICATED RESTROOM FACILITY PROJECT LOCATED AT GENEVA ON THE LAKE, COMMUNITY SERVICES & PLANNING DEPT.**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 21<sup>st</sup> day of February, 2019, in regular session at the offices of said Board in the Old Courthouse Building, 2<sup>nd</sup> Floor, 25 W. Jefferson St., Jefferson, Ohio, with the following members present: J. P. Ducro IV, Casey R. Kozlowski.

WHEREAS, on January 25, 2019, proposals were received for the Pre-Fabricated Restroom Facility Project located at the Village of Geneva on the Lake, as follows:

**Dawn Incorporated, 2861 Sferra Ave., NW, Warren, OH 44483**

**James Martin Contractor Services, 3649 Land RD Ext., Suite 301, Perry OH 44081**

WHEREAS, it is the recommendation of Janice Switzer, Director of Community Services & Planning, to award the proposal as follows:

**Dawn Incorporated, 2861 Sferra Ave., NW, Warren, OH 44483  
in the amount of \$121,800.00 (\$118,000 FROM PY 17 CDBG NRG and \$3,800 from GOTL)**

WHEREAS, this Board of Commissioners has reviewed the proposals and would concur with this recommendation to award the proposal; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the proposal is awarded to Dawn Incorporated as outlined above in accordance with copies now on file in this office.

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

**RESOLUTION NUMBER 2019-98 APPROVING ADDENDUM TO AGREEMENT WITH THE OHIO REGIONAL DEVELOPMENT CORPORATION FOR PROFESSIONAL CONSULTANT SERVICES FOR THE OHIO COMMUNITY HOUSING IMPROVEMENT PROGRAM (CHIP), FY2017, COMMUNITY SERVICES & PLANNING DEPT.**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 21<sup>st</sup> day of February, 2019, in regular session at the offices of said Board in the Old Courthouse Building, 2<sup>nd</sup> Floor, 25 W. Jefferson St., Jefferson, Ohio, with the following members present: J. P. Ducro IV, Casey R. Kozlowski.

WHEREAS, on April 25, 2017, by Resolution Number 2017-128, an agreement was approved for professional consultant services for the Ohio Community Housing Improvement Program (CHIP), FY2017, Community Services & Planning Department; and

WHEREAS, Janice Switzer, Director, has presented an Addendum for the approval of the Board, to-wit:

**Scope:** to provide rental inspection and other services as required. Rental Unit inspection is a required component of the Tenant Rental Assistance Program but Catholic Charities is unable to provide this service. ORDC is already doing the inspections of the houses for the CHIP program.

**Provider:** Ohio Regional Development Corp., 120 ½ South 4<sup>th</sup> St., Chase Bank Complex, Coshocton, OH 43812

**Cost:** \$12,000.00 from CHIP funding

**Term:** **Retroactive to** February 15, 2019 thru October 31, 2019

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the Addendum is approved in accordance with the terms outlined in the copy of the addendum now on file in this office.

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

Whereupon the resolution was declared passed unanimously.

**RESOLUTION NUMBER 2019-99 HOLDING FIRST PUBLIC HEARING ON ASHTABULA COUNTY'S APPLICATION TO THE OHIO DEVELOPMENT SERVICES AGENCY (ODSA) FOR VARIOUS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAMS (CDBG), PY2019**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 21<sup>st</sup> day of February, 2019, in regular session at the offices of said Board in the Old Courthouse Building, 2<sup>nd</sup> Floor, 25 W. Jefferson St., Jefferson, Ohio, with the following members present: J. P. Ducro IV, Casey R. Kozlowski.

WHEREAS, publication was ordered and date and time were set for the first public hearing on Ashtabula County's application to the Ohio Development Services Agency for various Community Development Block Grant Programs for PY2019; and

WHEREAS, the Ashtabula County Department of Community Services and Planning personnel explained the funding requested for the programs:

**CDBG**

- \* CDBG Program is authorized under Title 1 of the Housing & Community Development Act of 1974, as amended.
  - \* 24 CFR Part 570 contains rules for CDBG implementation
- \* Primary objective is to develop viable communities
  - \* Decent housing
  - \* Suitable living environment
  - \* Expanded economic opportunities

**Citizen Participation**

- \* Required for all grants must include at least two public hearings – one to discuss funding opportunities and requirements
- \* Second hearing is scheduled for each grant application to discuss specifics of the application.

**CDBG National Objectives**

- \* Benefit low and moderate income persons or areas with >51% LMI population
- \* Aid in the elimination of slum and blight
- \* Meet an urgent need of the community where existing conditions pose a serious threat to health and welfare

**Current Income Guidelines**

**PY2019 Grants Available**

- \* CDBG Community Development Allocation
- \* CDBG Set Aside Programs\*
  - \* Neighborhood Revitalization
  - \* Critical Infrastructure
- \* CDBG Economic Development Grant/Loan
- \* CDBG Residential Public Infrastructure Grant
- \* Targets of Opportunity Grant Program\*
  - \* Downtown Revitalization
  - \* New Horizons Fair Housing
- \* CHIP (Community Housing Impact and Preservation) Program

**CDBG Grant History Examples**

**CD Allocation**

- \* OCD biannual allocation. County will receive allocation in 2019 not in 2020
- \* County applies for cities, villages, townships, and non-profit (4 – 6 projects)
- \* Public Service activity limited to 15% of Allocation
- \* Administration limited to 20% of Allocation
- \* Communities are encouraged to integrate Allocation funds into Competitive Set-aside applications
- \* Estimated Funding level – \$315,000\*

- \* CDIS Meeting held December 19, 2018
- \* Waiver/Holdover/RLF
- \* Project applications available February 28, 2019 on [www.ashtabulacounty.us](http://www.ashtabulacounty.us)
- \* Project applications due 4 PM, May 3, 2019
- \* Public Hearing #2 tentatively scheduled 1:30 PM, May 21, 2019
- \* County application due to ODSA June 13, 2019
- \* Grant period 9/1/19 – 8/31/21

#### CDBG Allocation History

#### CD Competitive Set-Asides

- \* 2 Set-Aside Programs
  - \* Neighborhood Revitalization
  - \* Critical Infrastructure
- \* Applicants may have 3 open program awards at a time.
- \* Applicants may apply for up to 2 of any of the set-aside programs .
- \* Since inception Ashtabula County received 5 of 7 applications submitted for competitive set-asides.

#### Neighborhood Revitalization

- \* Max award \$750,000 ( Statewide funding not determined)
- \* Must be >51% LMI with defined target area
- \* Must address items in CDIS
- \* Eligible/Ineligible activities
- \* Administrative costs are 15% or \$50,000 max; RLF contribution
- \* Competitive grant rating: Distress (15), Leverage (15), Program Design (50), Community Participation (20)
- \* If interested must coordinate with CSP ASAP!
- \* Application due June 14, 2019
- \* Grant period 9/1/19 – 8/31/21

#### Critical Infrastructure

- \* May fund high priority single-component projects such as roads, bridges, flood & drainage projects
- \* Max award \$500K; 10% or \$20K maximum for administration
- \* Counties apply for townships/villages/cities
- \* Benefit area must be >51% LMI
- \* CI Pre-application required
- \* Open cycle beginning June 14, 2019
- \* Grant period: 9/1/19 – 8/31/21
- \* Competitive Grant rating: Distress (30), Leverage (10), Program Design/Sustainability (60)

#### CDBG Ec Dev Loan Public Infrastructure Grant

- \* Open funded beginning ~July 1, 2019
- \* ED pre-application required
- \* Can be grant or loan; Max award \$500 K, County applies for townships/villages/cities
- \* Eligible/Ineligible activities
- \* Anti Job Pirating (<25 jobs not considered significant loss)
- \* Job Documentation > 5 jobs created/retained (51% LMI), CDBG \$/job ≤ \$25K/job (loan) and \$<10K/job (grant)
- \* Leverage 1:1 minimum
- \* Private contribution – 15%
- \* Competitive: Program effectiveness (60) , impact (24), distress (16)
- \* Grant period – 14 months

#### Residential Public Infrastructure Grant

- \* Open funded beginning ~July 1, 2019, pre-application required

- \* Min award \$100K, Max award \$500k for infrastructure, \$100K for on-site improvements. 10% or \$30K maximum administration.
- \* Eligible applicants – County, cities & villages (County may be required to apply for villages due to admin capacity)
- \* Must benefit residential areas - 60% minimum residential customers
- \* Leverage requirement 1:1
- \* Readiness to proceed-OEPA approval must be submitted with the application.
- \* Benefit area must be >51% LMI
- \* Restrictions on assessments
- \* Competitive Rating: Benefit Impact (35), Leverage (10), Program Impact (25), Community's Financial Capacity & Rate Structure (15), Regionalization and Shared Services (15)

#### Target of Opportunity Grant

- \* Goal: Provide a means to fund worthwhile projects and activities that do not fit within existing program structures, and to provide supplemental resources to resolve immediate and unforeseen needs.
- \* Open cycle beginning ~ July 1, 2019 – March 31, 2020 or until funding depleted
- \* Submit written request for funds to appropriate OCD Supervisor – staff will review and notify if full application will be solicited.
- \* Grant ceiling: negotiated with 10% or \$10K for administration

#### Target of Opportunity Grant- CDBG

### **Economic & Community Development**

- \* Economic Development
- \* Community Development
- \* Downtown Targets of Opportunity Projects
- \* Imminent Threat
- \* **Rating System**
  - \* Project funds are not available from any other source and/or the requested funds fill a “gap”
  - \* Project is eligible and meets a National Objective
  - \* Funds are needed to make the project financially feasible
  - \* Project furthers the State of Ohio's investment objectives
- \* **New Horizons Fair Housing Assistance**
  - \* Max award - \$15K for one jurisdiction up to \$30K for consortium, \$50K statewide
  - \* Eligible applicants – CD Allocation grantees
  - \* Eligible activities – affirmatively further fair housing beyond basic FH program
  - \* Grant period – 14 months
  - \* Competitive rating: Program Design/Impact (40), Admin Capacity (30), Cost Effectiveness (20), Leverage (10)

#### Target of Opportunity Grant

- \* Maximum grant funding of \$250,000
- \* Open cycle application starting June 14, 2019
- \* Program Investment Area must be Central Business District
- \* Community must have adopted design standards
- \* Activities qualify under elimination of slum & blight
- \* Downtown Inventory required
- \* Eligible/Ineligible activities
- \* Admin allowance of 15% or \$30,000 max; RLF contribution
- \* Competitive Grant rating– distress (10), leverage (20), program design (50), organization participation/capacity (20)



#### Target of Opportunity Grant CDBG Downtown Revitalization

- \* Maximum grant funding of \$250,000
- \* Open cycle application starting June 14, 2019
- \* Program Investment Area must be Central Business District
- \* Community must have adopted design standards
- \* Activities qualify under elimination of slum & blight
- \* Downtown Inventory required
- \* Eligible/Ineligible activities
- \* Admin allowance of 15% or \$30,000 max; RLF contribution
- \* Competitive Grant rating– distress (10), leverage (20), program design (50), organization participation/capacity (20)

#### Target of Opportunity Grant- OHTF

- \* **OHTF** Target of Opportunity
  - \* Must benefit persons <50% LMI
  - \* Maximum grant - \$200K
  - \* Matching funds required 1:1
  - \* Available to non-profits, local governments, PHA, private developers, consortia of eligible applicants
- \* **Homelessness**
  - \* Activities must be of an emergency nature
  - \* Available to recipients of OCD-funded emergency shelters and organizations serving homeless population

#### Community Housing Impact and Preservation Program (CHIP)

Goal is to preserve and improve the affordable housing stock for low and moderate income Ohioans and strengthen neighborhoods through community collaboration.

- \* Application due May 3, 2019
- \* Grant Period – 9/1/2019 – 10/31/2021

#### CHIP Grant Ceilings

#### CHIP Partnerships

#### Partnership Composition

- \* Cannot exceed two adjacent counties
- \* Eligible city can only partner within its own county
- \* One of the partners will be the applicant/potential grantee
- \* If eligible partner is not interested in partnering, the CEO must provide an opt-out letter to applicant CEO.
- \* Jurisdictions can only partner on one application.

#### CHIP Project Categories

#### Eligible Project Categories

- \* Rehabilitation Assistance – Owner & Rental (HOME, CDBG or OHTF)
- \* Repair Assistance – Owner & Rental (max 30% of grant request) (CDBG or OHTF)
- \* Homeownership Assistance (HOME)
  - \* Down Payment Assistance/ Rehab
  - \* New Construction with Habitat for Humanity
- \* Tenant Based Rental Assistance (HOME)
- \* Administration (CDBG and HOME)
- \* Fair Housing (CDBG)

#### CHIP Application/Program Requirements

- \* Grant funds are comprised of CDBG funds, HOME Investment Partnership Funds and Ohio Housing Trust Funds.
- \* Beneficiaries – 100% of all funds budgeted for activities benefitting Low or moderate income households
- \* Housing Needs Assessment Questionnaire/Meeting - 3/13/2019
- \* Administration costs limited to 12% for CDBG activities and 10% for HOME funded activities.
- \* Rating Criteria – Need - 15 pts, Capacity - 25 pts, Performance - 30 pts, Impact - 30 pts.
- \* Leveraged Funds – no longer required
- \* Housing Program Income
- \* ED RLF
- \* Public Hearing #2 tentatively scheduled for 1:30 PM, April 16, 2019
- \* Proposed partnership will be Ashtabula County, applicant with Cities of Ashtabula, Conneaut, and Geneva

WHEREAS, there were no public comments; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that the public hearing held on the proposed grant applications to the Ohio Development Services Agency for various Community Development Block Grant programs is adjourned.

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

**RESOLUTION NUMBER 2019-17FINA APPROVING FINANCIAL TRANSACTIONS FOR THE COUNTY**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 21<sup>st</sup> day of February, 2019, in regular session at the offices of said Board in the Old Courthouse Building, 2<sup>nd</sup> Floor, 25 W. Jefferson St., Jefferson, Ohio, with the following members present: 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:

**TRAVEL REQUESTS:**

Patrick Arcaro	NorthCoast Officers Mtg.	Beachwood	02/01	\$64.03
Hattie Grubke-Barnard	NOC COG Mtg.	Ravenna	02/06	\$81.64

**PAYROLL CHANGES:**

**ACDES:**

Noah Pierce promotion to WW Trtment Plant Oper 1, Grade: 24, Hrly:\$20.69 Certification Ohio EPA Class 1

**ACDJFS:**

Jennifer Ford	Acct. Clerk 2	\$16.14	Longevity Increase (15 years)
Leslie Sedmak	CSEA Service Rep.	\$20.33	Longevity Increase (19 years)
Darcy Mosier	Social Program Specialist	\$16.20	New Employee

**ACNRC:**

Constance Eyman, LNHA County Home Administrator effective February 21, 2019

<u>Appropriations</u>	<u>Fund</u>	<u>Total</u>	<u>Personal Svcs</u>	<u>Comment</u>
WCC Court Computer Fund	4105.014	\$ 1,400.00	\$ -	additional appropriation for equipment
Prosecutor	1001.004	\$ 7,300.00	\$ 7,300.00	additional appropriation for employee payout

**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 8TN**

**DIRECT RELIEF BILLS:**

Vouchers #2019-001877 thru 2019-001899 for Public Assistance and #2019-20258 thru 2019-20259 for Child Support Invoices

**BILLS:**

COUNTY FUNDS	SCHEDULE 8
ENGINEERS	SCHEDULE 8E; 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.

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

**RESOLUTION NUMBER 2019-14SEWA TAKING FROM THE TABLE AND APPROVING LETTER OF ENGAGEMENT/PROPOSAL FOR SERVICES WITH ALBERS & ALBERS FOR PHASE II FEASIBILITY STUDY**

**RELATIVE TO THE FORMATION OF A REGIONAL WATER/SEWER DISTRICT FORMATION, ASHTABULA COUNTY WATER AND SEWER SYSTEM**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 21<sup>st</sup> day of February, 2019, in regular session at the offices of said Board in the Old Courthouse Building, 2<sup>nd</sup> Floor, 25 W. Jefferson St., Jefferson, Ohio, with the following members present: J. P. Ducro IV, Casey R. Kozlowski.

WHEREAS, on February 14, 2019, Resolution No. 2019-14SEWA was tabled for further information; and

WHEREAS, upon further consideration, it has been determined that it is now necessary to take Resolution Number 2019-14SEWA from the table and approve, to wit:

**Scope:** Letter of Engagement/Proposal for Services pertaining to the Phase II Feasibility Study of the Regional Water/Sewer District formation

**Provider:** Albers & Albers, Atty. at Law, 88 North Fifth St., Columbus, OH 43215

**Cost:** **Not to Exceed**, \$50,000.00 split evenly between water and sewer funds

**Term:** upon completion of services (one-time); now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that Resolution Number 2019-14SEWA approving the Letter of Engagement/Proposal for Services, is taken from the table and approved in accordance with the copy now on file in this office.

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

**RESOLUTION NUMBER 2019-17SEWA APPROVING SEWER AND WATER BUILDERS LICENSE FOR GRADE LINE INC.**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 21<sup>st</sup> day of February, 2019, in regular session at the offices of said Board in the Old Courthouse Building, 2<sup>nd</sup> Floor, 25 W. Jefferson St., Jefferson, Ohio, with the following members present: J. P. Ducro IV, Casey R. Kozlowski.

WHEREAS, In accordance with the Ashtabula County Sewer and Water regulations, the following Sewer and Water Builders' License 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:** **retroactive to** January 1, 2019 thru December 31, 2019

**Contractor:** Grade Line, Inc., 16100 GAR Highway, Montville, OH 44064

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 the copy now on file in this office.

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

**Public Participation:**

Perry Alexandrites from the State Auditors office attended the meeting to introduce himself in his new role.

**Work sessions:**

*February 15, 2019 2:00 p.m. Topic:*

*In Attendance: Kathryn Whittington, J. P. Ducro IV, Lisa Hawkins, Janet Discher, John Patterson, Sean O'Brien*

The gas tax has not been increased in many years. Discussed the 911 cell phone fee. This has not been raised since inception, costs are going up. Indigent Defense was discussed. The State is looking at Escorp tax, internet sales tax, and severance. Sales tax is highest revenue producer. Asked for the Commissioners to reach out to other Commissioners and state legislators to show support. The need for brick and mortar dollars for infrastructure for the drug epidemic was discussed. Set up meeting with Trumbull County Mental Health & Recovery Services and Kathryn. They are working on a transportation corridor, including Ashtabula County. Can use Senior funds, Veterans funds as matching funds and double Federal dollars. Set up another meeting after the Ohio state budget is finalized.

**February 21, 2019 10:00 a.m. Topic: General Matters/Agenda Items**

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

- ❖ **Janice Switzer**- various topics  
 Catholic Charities agreement for rental down payment and 1<sup>st</sup> months rent assistance. Decision: ok for agenda.  
 Rental Inspections will be done thru the Rehab specialists- Addendum to original agreement not to exceed \$12,000 Ohio Regional Development Corp. out of Coshocton Decision: ok for agenda.  
 Pre-Fabricated restroom award Decision: ok for agenda.

**Miscellaneous**

Family Drug Court Grad (procs?)- see how many there are.  
 Newsletter-what content? RAM Clinic, whatever Comrs. are involved in, Comr. Depts.,  
 New Board application- provide samples of other board applications and discuss further.  
 Airport Board Re-appointments- look to make appointments in mid-March.  
 Gardiner Project- Huntington Bank has a 3.25% rate, asked her to lock in for 30 days.

- ❖ **Schedule:**  
 Leadership – ok to rearrange schedules on 3/12, 3/14 and 3/20.  
 Ok for Patrick Arcaro to wait until March for his Work Session.

- ❖ **Old Business**  
 Fair Board lease  
 Financing options- Mike Cunnington

- ❖ **Committee Reports:**  
 J.P. Ducro IV – JP to on 2/25, reservation Area Agency on Aging he cannot attend. Airport Special Meeting today at 4:00p.m.

**ADJOURNMENT:**

The President and Clerk of the Board hereby certify that this is a true and accurate record of the minutes of the February 21, 2019 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

\_\_\_\_\_

COMMISSIONERS

OF

\_\_\_\_\_  
CLERK

\_\_\_\_\_

ASHTABULA COUNTY