

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

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

**March 7, 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, and Commissioner Kathryn L. Whittington. **Absent:** None **Board Staff Present:** County Administrator Janet Discher and Clerk of the Board Lisa Hawkins. **Absent:** none

**Motion To Approve Today’s Agenda:**

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

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

**THE BOARD PRESIDENT INTRODUCED AND ENTERTAINED A MOTION FOR THE FOLLOWING RESOLUTION: RESOLUTION NUMBER 2019-108 ORDERING PUBLICATION AND BIDS FOR AGGREGATE AND ASPHALT EMULSION, ENGINEER’S DEPT.**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 7<sup>th</sup> day of March, 2019, in special session at the offices of the Ashtabula County Commissioners, Old Courthouse, 2<sup>nd</sup> Floor, 25 W. Jefferson St., Jefferson, Ohio, with the following members present: J. P. Ducro IV, Casey R. Kozlowski.

WHEREAS, Tom Partridge, Chief Deputy Engineer of the Engineer’s Department, has submitted a request to this Board for the publication and solicitation of competitive bids for Aggregate and Asphalt Emulsion for use during the 2019 season, as follows:

**ASPHALT EMULSION:**

CMS-2	170,000 Gallons	estimated at \$2.03/gal.
CRS-2	110,000 Gallons	estimated at \$1.73/gal.

**Total Engineer’s Estimate: \$535,400.00**

**Publication:** March 8, 2019

**Bid Opening:** March 29, 2019 10:00 a.m.

**AGGREGATE:**

#8 Limestone	4,000 Tons	Est. \$17.75/Ton = \$ 71,000.00
#67 Limestone	10,000 Tons	Est. \$22.00/Ton = \$220,000.00
#304 Limestone	2,000 Tons	Est. \$14.50/Ton = \$ 29,000.00
#411 Limestone	2,000 Tons	Est. \$14.50/Ton = \$ 29,000.00

**Total Engineer’s estimate of cost: \$349,000.00**

**Publication:** March 8, 2019

**Bid Opening:** March 29, 2019 10:30 a.m.

THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Ashtabula County, Ohio, that the bids be ordered, with bid openings being held at the office of the Ashtabula County Engineer at the dates and times listed above. The Clerk of the Board is hereby ordered to advertise in the newspapers and post notice of said bid on the bulletin board as outlined above.

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

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

**RESOLUTION NUMBER 2019-109 APPROVING AGREEMENT WITH K2M DESIGN, INC., ARCHITECTS FOR THE ASHTABULA COUNTY JAIL AND SHERIFF'S ADMINISTRATIVE OFFICES PROJECT**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 7<sup>th</sup> day of March, 2019, in special session at the offices of the Ashtabula County Commissioners, Old Courthouse, 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:** Architecture Agreement for programming through design services, as outlined in Exhibit A and the AIA Document B133- 2014 agreement. Future services such as Design Development through Construction Administration shall be approved in writing by the Owner prior to proceeding with said design phase.

**Provider:** K2M Design, Inc., 3121 Bridge Avenue, Cleveland, OH 44113

**Cost:** Not to Exceed \$595,000.00

**Service Date:** begins March 8, 2019 and terminates 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.

**MOTION:** Whittington moved the adoption, Kozlowski seconded. **DISCUSSION:** See below

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

Whereupon the resolution was declared passed unanimously.

An RFQ was issued, with 4 firms responding. Interviewed all 4 firms, each ranked before and after their interviews. After the interviews, the committee made a recommendation. Entered into negotiations with the firm to discuss costs and services. Time to move forward with the first phase of the project, with money set aside to fund the first phase. The jail is an issue needs addressed. This is the next step getting thru the jail project. This first phase includes a programming and schematic design phase. Reviewing sites feasible for the project, looking at renderings of what the facility may look like and consist of including number of beds, layout, mental health beds, etc. The project includes what it will cost to operate, manpower, etc. the Sheriff's Dept., not looking at courts at this point. Look at efficiencies as well.

**RESOLUTION NUMBER 2019-21FINA APPROVING FINANCIAL TRANSACTIONS FOR THE COUNTY**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 7<sup>th</sup> day of March, 2019, in special session at the offices of the Ashtabula County Commissioners, Old Courthouse, 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:

Appropriations	Fund	Total	Personal Svcs	Comment
Budget Stabilization	1004.001	\$ 595,000.00	\$ -	Appropriation for transfers out
County Obligations	1001.001.101	\$ 595,000.00	\$ -	Appropriation for contract services
<b>Transfer</b>				
Budget Stabilization Fund 1004 to	\$ 595,000.00			
General Fund 1001				

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

**ADJOURNMENT:**

The President and Clerk of the Board hereby certify that this is a true and accurate record of the minutes of the March 5, 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

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
COMMISSIONERS  
OF  
ASHTABULA COUNTY