

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

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

**March 24, 2020**

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 Casey R. Kozlowski, Vice-President Kathryn L. Whittington and Commissioner J. P. Ducro IV. **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:** Whittington moved the adoption, Ducro seconded. **DISCUSSION:** None

**VOTE: Yeas:** Kozlowski, Whittington, Ducro **Nays:** None **Abstained:** None **Absent:** none  
Whereupon the minutes were declared approved unanimously.

**THE BOARD PRESIDENT INTRODUCED AND ENTERTAINED MOTIONS FOR THE FOLLOWING RESOLUTIONS: RESOLUTION NUMBER 2020-119 RECEIVING BIDS AND AWARDING FOR MISCELLANEOUS MATERIAL AND EQUIPMENT RENTAL TO ALL BIDDERS, ENGINEER'S OFFICE**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 24<sup>th</sup> day of March, 2020, 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: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, On February 25, 2020, by Resolution No. 2020-84, the Board of Commissioners ordered publication and bids for miscellaneous materials and equipment rental, and

WHEREAS, On March 13, 2020 at 10:00 a.m., the County Engineer, on behalf of the Board of Commissioners, received bids, as follows:

**CONCRETE PIPE:**

		Hydro Conduit Corp dba Rinker Materials
12" x 8' price/ft. delivered	\$	12.30
price/ft. picked up	\$	11.71
15" x 8' price/ft. delivered	\$	16.13
price/ft. picked up	\$	15.38
18" x 8' price/ft. delivered	\$	18.64
price/ft. picked up	\$	17.70
24" x 8' price/ft. delivered	\$	28.75
price/ft. picked up	\$	27.29
30" x 8' price/ft. delivered	\$	45.12
price/ft. picked up	\$	42.99
36" x 8' price/ft. delivered	\$	62.05
price/ft. picked up	\$	59.12

**ASPHALTIC CONCRETE:**

	BIDDER	BIDDER	BIDDER	BIDDER
	Cuyahoga	Suit-Kote	Arms Trucking Co.	HeiWay LLC
	Asphalt Mat.			
301 Bituminous Aggregate Base				
Unit Price/Ton FOB Plant	57.00			

448 Type 2, Asphalt Concrete				
Unit Price/Ton FOB Plant	58.00			
448 Type 1 Asphalt Concrete	68.00			
Unit Price/Ton FOB Plant				
Bit. Cold Mix for patching				
Unit Price/Ton FOB Supplier		83.50	115.00	85.00
Unit Price/Ton FOB Jefferson		95.50	105.00	106.00
MC-70 dust Control Applied			4.90	
FOB Plant				

**SNOW AND ICE CONTROL MATERIAL:**

Description		Simak	Kinder Morgan	Arms Trucking
Type of Material:	PRICE/TON			
#8 Aggregate	FOB Jefferson FOB Supplier			26.70
#89 Aggregate	FOB Jefferson FOB Supplier		19.79	
#9 Aggregate	FOB Jefferson FOB Supplier			24.75
Type of Material:				
100% passing 3/8 sieve	FOB Jefferson	14.75		21.50
0-30% passing #50 sieve	FOB Supplier	10.74	19.79	
MC Dust Control				4.90

EQUIPMENT RENTAL		BIDDER	BIDDER
		Ohio CAT	Southeastern
Earthmoving Pan			
7-10 cu yd self-propelled			
	DAY:		
	WEEK:		
	MONTH:		
	Delivery & Set up		
<b>30 Ton</b>	DAY:		
	WEEK:		
	MONTH:		
	Delivery & Set up		
<b>50 Ton</b>	DAY:		
	WEEK:		

MONTH:			
Delivery & Set up			
Diesel Powered, Crawler Mtd.			
10,000 lb. DAY:	300.00		300.00
WEEK:	995.00		900.00
MONTH:	2,295.00		2,700.00
Delivery & Set up	200.00		125/hr

		BIDDER	BIDDER
		Ohio CAT	Southeastern
Hydraulic Excavators (cont'd.)			
30,000 lb. DAY:	500		500
WEEK:	1450		1500
MONTH:	3840		4500
Delivery & Set up	270		125/hr
50,000 lb. DAY:	800		633
WEEK:	2200		1900
MONTH:	5400		5700
Delivery & Set up	730		125/hr +permits
60,000 DAY:	1100		
WEEK:	2650		2300
MONTH:	6680		6900
Delivery & Set up	730		125/hr +permits
80,000 lb. DAY:	1700		
WEEK:	3600		2800
MONTH:	9890		8400
Delivery & Set up	900		125/hr +permits

		BIDDER	BIDDER
	McLean Co.	Ohio CAT	Southeastern
Crawler Tractor w/angle			
Bulldozer 90-120 H.P. DAY:		500	400
WEEK:		1450	1200
MONTH:		4,100	3600
Delivery & Set up		200	125/hr
Bulldozer 130 -150 H.P. DAY:		675	633
WEEK:		2000	1900
MONTH:		5400	5700

Delivery & Set up		200	125/hr
<b>Wheel Tractor, Loader</b>			
<b>Backhoe</b>			
60-70 H.P. DAY:		250	300
WEEK:		850	900
MONTH:		1800	2700
Delivery & Set up		200	125/hr
Asphalt Paver 180-240 HP w/10' screed			
DAY:			
WEEK:	8000		6000
MONTH:	24000		18000
Delivery & Set up	Per request		\$125/hr + permits

<b>REDI-MIX CONCRETE</b>			
	<b>BIDDER</b>	<b>BIDDER</b>	<b>BIDDER</b>
	<b>French's</b>	<b>Cashen</b>	<b>Sidley</b>
<b>CLASS "C" CONCRETE</b>			
TRUCK LOAD QUANTITIES:			
Unit Price/Cubic Yard	113.00	120.00	123.75
For less than <u>  6  </u> C.Y. add			
Unit Price/Cubic Yard	50	50	50
For Saturday Delivery add			
Unit Price/Cubic Yard	50	75	80
For Cold Weather Heating add			
Unit Price/Cubic Yard	5	6	6
Free Demurrage Time shall be <u>  one  </u> hours max	1.5 hrs.	1	1
<b>CLASS "S" CONCRETE</b>			
TRUCK LOAD QUANTITIES:			
Unit Price/Cubic Yard	116	127	135.75
For less than <u>  6  </u> C.Y. add			
Unit Price/Cubic Yard	50	50	50
For Saturday Delivery add			
Unit Price/Cubic Yard	50	75	80
For Cold Weather Heating add			
Unit Price/Cubic Yard	5	6	6
Free Demurrage Time shall be <u>  one  </u> hours max	1.5 hrs.	1	1
<b>Low Strength Mortar Backfill</b>			
TRUCK LOAD QUANTITIES:			
Type 1 Unit Price/Cubic Yard		74	
Type 2 Unit Price/Cubic Yard	80	79	81
Type 3 Unit Price/Cubic Yard			
For less than <u>  6  </u> C.Y. add			
Unit Price/Cubic Yard	50	50	50

For Saturday Delivery add			
Unit Price/Cubic Yard	50	75	80
For Cold Weather Heating add			
Unit Price/Cubic Yard	5	6	6
Free Demurrage Time shall be			
_____one_____hours max	1.50	1	1

WHEREAS, The County Engineer has recommended that the bids for miscellaneous materials and equipment rental be awarded to all bidders as listed above and this Board would concur with that recommendation; now

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

**MOTION:** Ducro 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 2020-120 ACCEPTING THE GRANT FROM THE OHIO ATTORNEY GENERAL’S OFFICE FOR THE OHIO LAW ENFORCEMENT BODY ARMOR PROGRAM, ASHTABULA COUNTY COMMON PLEAS COURT**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 24<sup>th</sup> day of March, 2020, 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: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, on February 11, 2020 by Resolution No. 2020-73, the filing of a grant application to the Ohio Attorney General’s Office for the Ohio Law Enforcement Body Armor Program was approved; and

WHEREAS, said grant has been awarded for the re-imbursement of 75% of the cost for 10 vests and vest carriers for Court Security and Adult Probation in the amount of \$7,216.13, with a 25% county match of \$2,405.38 for a total cost of \$9,621.50; and

WHEREAS, award acceptance and requests for reimbursement are due by September 30, 2020 to the Ohio Attorney General’s office; and

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

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the Ohio Law Enforcement Body Armor Program grant from the Ohio Attorney General’s Office be accepted, in accordance with the terms outlined in the grant, with a copy of said grant on file in this office.

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

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

**RESOLUTION NUMBER 2020-121 ACCEPTING GRANT FROM THE OHIO DEPARTMENT OF PUBLIC SAFETY, OFFICE OF CRIMINAL JUSTICE SERVICES FOR THE EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT 2019-JG-A01-V6720 FOR THE CRIME ENFORCEMENT AGENCY OF ASHTABULA COUNTY**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 24<sup>th</sup> day of March, 2020, 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: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, on June 25, 2019 an Interagency Agreement was approved for the creation of the Crime Enforcement Agency of Ashtabula County by and between the Ashtabula County Sheriff, Ashtabula County

Commissioners, Ashtabula City Police Chief; Ashtabula City Manager; Conneaut City Police Chief; Conneaut City Manager; Geneva City Police Chief and the Geneva City Manager; and

WHEREAS, Kathryn Whittington, Ashtabula County Commissioner, has submitted a grant award for the approval of the Board, to-wit:

**Parties:** Ohio Dept. of Public Safety, Office of Criminal Justice Services, 1970 W. Broad St., PO Box 182632, Columbus, OH 43118

**Grant Period:** **Retroactive to** January 1, 2020 to December 31, 2020

**Purpose:** To assist in funding the Crime Enforcement Agency of Ashtabula County

**Amount:** OCJS Funds \$29,999.49, Cash match of \$10,000.00 for a **Project Total of \$39,999.49**

WHEREAS, the grant has been reviewed and it is found that such a grant is necessary; now

THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Ashtabula County, Ohio that the grant be accepted in accordance with a copy of said grant on file in this office.

BE IT FURTHER RESOLVED, That Commissioner Kathryn Whittington, be hereby designated as the Project Director for said grant.

**MOTION:** Ducro 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 2020-122 APPROVING THE WATER POLLUTION CONTROL LOAN FUND (WPCLF) AGREEMENT FOR THE PY 2020 HOME SEPTIC TREATMENT SYSTEM (HSTS) PROGRAM FOR REPLACEMENT OF FAILING SEPTIC SYSTEMS FROM THE OHIO EPA**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 24<sup>th</sup> day of March, 2020, 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: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, the County of Ashtabula seeks to repair and/or replace failing home sewage treatment systems; and

WHEREAS, the County of Ashtabula has applied to the Water Pollution Control Loan Fund (WPCLF) for the repair and/or replacement of failing home sewage treatment systems or connection to available sanitary sewers; and

WHEREAS, the Ohio Water Pollution Control Loan Fund requires the government authority to pass legislation for application of a loan and the execution of a WPCLF assistance agreement; now

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

**Provider:** Ohio EPA, PO Box 1049, Columbus, OH 43215

**Purpose:** Ohio EPA has presented a Water Pollution Control Loan Fund (WPCLF) Agreement for the FY 2019 Home Septic Treatment System (HSTS) program in the amount of \$100,000.00 for the replacement of failing septic systems or connection to available sanitary sewers. Depending on their income, eligible homeowners are required to pay 0%, 15% or 50% of the project costs.

**Term:** Begins upon full execution by the OEPA thru November 30, 2021

**Amount:** Not to exceed, \$100,000.00

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

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

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

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

**RESOLUTION NUMBER 2020-123 APPROVING MASTER LEASE AGREEMENT BY AND BETWEEN THE ASHTABULA COUNTY COMMISSIONERS AND PITNEY BOWES FOR POSTAGE EQUIPMENT AND SERVICES**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 24<sup>th</sup> day of March, 2020, 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: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, Lauren Davis, Human Resource Director, has presented an agreement for the approval of the Board, to-wit:

**Scope:** Upgrade Mail and Postage equipment and services for Ashtabula County.

**Name:** Pitney Bowes Global Financial Services, 27 Waterview Drive, Shelton, CT 06484

**Term:** Five (5) years (60 months), beginning 30 days after installation

**Cost:** Not to Exceed, \$680.58 monthly, Total Cost: \$40,834.80; 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:** Ducro 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 2020-124 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 24<sup>th</sup> day of March, 2020, 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: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

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

**Term:** Retroactive to January 1, 2020 thru December 31, 2020; 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, Ducro seconded. **DISCUSSION:** None

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

**RESOLUTION NUMBER 2020-125 APPROVING AGREEMENT AND ADDENDUM BETWEEN THE ASHTABULA COUNTY BOARD OF COMMISSIONERS AND THE ASHTABULA COUNTY MEDICAL CENTER FOR TUBERCULOSIS CARE AND TREATMENT**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 24<sup>th</sup> day of March, 2020, 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: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, the Ashtabula County Medical Center is hereby designated as the Tuberculosis Control Unit for Ashtabula County; and

WHEREAS, the Ashtabula County Medical Center has presented an agreement for the approval of the Board, to-wit:

**Scope of Contract:** To provide tuberculosis care and treatment in accordance with the Ohio Department of Health's Tuberculosis guidelines to Ashtabula County residents who are referred to ACMC by the Ashtabula County Health Dept., the Ashtabula Health Dept. or Conneaut Health Dept.

**Providers:** Ashtabula County Medical Center, 2420 Lake Ave., Ashtabula, OH 44004

**Cost:** Based on fee schedule:

Physician charge	\$350 per session
facility charge	\$20 per patient
lab charge	\$40 for basic lab tests
radiology technical charge	\$50 for x-rays
radiology professional charge	\$20 per interpretation of x-rays

**Contract Period:** begin retroactive to January 1, 2020 and remain in effect until terminated in writing by either party upon 90 days written notice, one party to another

**Addendum:** By signing this addendum to the agreement between the Ashtabula County Medical Center and the Ashtabula County Commissioners for Tuberculosis Care and Treatment, both parties agree that if there is a provision in the original contract that is deemed invalid, the invalid provision does not void the remaining provisions of the contract; now

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

**MOTION:** Ducro 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 2020-126 RE-APPOINTING MEMBER TO THE ASHTABULA COUNTY PLANNING COMMISSION**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 24<sup>th</sup> day of March, 2020, 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: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, Pursuant to Section 713.22 of the Ohio Revised Code the Board of Commissioners created the Ashtabula County Planning Commission to make studies, maps, plans, recommendations and reports concerning the physical, environmental, social, economic, and governmental characteristics, functions, services and other aspects which affect the development and welfare of the county; and

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

WHEREAS, It is recommended that Jarrod Dixon be re-appointed for a 3 year term commencing March 27, 2020 and continuing through March 28, 2023; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that Jarrod Dixon is hereby re-appointed to the Ashtabula County Planning Commission for the term listed above.



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

**RESOLUTION NUMBER 2020-127 APPROVING A TITLE IV-D SERVICE CONTRACT WITH THE ASHTABULA COUNTY CHILD SUPPORT ENFORCEMENT AGENCY AND THE ASHTABULA COUNTY COMMON PLEAS COURT, ACDJFS**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 24<sup>th</sup> day of March, 2020, 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: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, Patrick Arcaro, Director of the Ashtabula County Department of Job & Family Services has presented a Title IV-D Child Support Contract for the approval of the Board, to-wit:

**Provider:** ***Ashtabula County Child Support Enforcement Agency***  
2924 Donahoe Dr., Ashtabula, OH 44004

***Ashtabula County Common Pleas Court***  
25 West Jefferson St., Jefferson, OH 44047

**Service:** The coordination of services between the Child Support Enforcement Agency and Ashtabula County Common Pleas Court to make all reasonable efforts to coordinate with each other and other service contractors to establish a cooperative, comprehensive county plan for the effective enforcement of child support services. This contract provides Magistrate services for the Child Support Enforcement Agency.

**Effective Date:** **Retro-active** to January 1, 2020 thru December 31, 2020

**Cost:** **Not to Exceed**, \$219,990.40; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the Title IV-D Child Support Contract, as outlined above, is approved in accordance with the copy now on file in this office.

**MOTION:** Ducro 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 2019-128 APPROVING A TITLE IV-D SERVICE CONTRACT WITH THE ASHTABULA COUNTY CHILD SUPPORT ENFORCEMENT AGENCY AND THE ASHTABULA COUNTY COMMON PLEAS COURT- JUVENILE DIVISION, ACDJFS**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 24<sup>th</sup> day of March, 2020, 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: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, Patrick Arcaro, Director of the Ashtabula County Department of Job & Family Services has presented a Title IV-D Child Support Contract for the approval of the Board, to-wit:

**Provider:** ***Ashtabula County Child Support Enforcement Agency***  
2924 Donahoe Dr., Ashtabula, OH 44004

***Ashtabula County Common Pleas Court- Juvenile Division***  
3816 Donahoe Drive, Ashtabula, OH 44004-4540

**Service:** The coordination of services between the Child Support Enforcement Agency and Ashtabula County Common Pleas Court-Juvenile Division agree to make all reasonable efforts to coordinate with each other and other service contractors to establish a cooperative, comprehensive county plan for the effective enforcement of child support services.

**Effective Date:** Retro-active to January 1, 2020 thru December 31, 2020

**Cost:** Not to Exceed, \$57,780.00 now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the Title IV-D Child Support Contract, as outlined above, is approved in accordance with the copy on file in this office.

**MOTION:** Ducro 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 2020-129 RESCINDING RESOLUTION 2019-425 APPROVING EXTENSION OF A THREE-MONTH AGREEMENT AND NOW APPROVING A NEW AGREEMENT BETWEEN THE ASHTABULA COUNTY PUBLIC DEFENDER COMMISSION AND THE ASHTABULA COUNTY PUBLIC DEFENDER, INC. FOR INDIGENT DEFENSE FOR 2020**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 24<sup>th</sup> day of March, 2020, 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: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, on December 30, 2019 by Resolution No. 2019-425, a 3-month agreement was approved with the Ashtabula County Public Defender Commission; and

WHEREAS, a revised, one-year agreement has been presented for the approval of the Board, to-wit:

**Scope:** To provide legal representation to indigent adults and juveniles who are charged with the commission of an offense or act that is a violation of a state statute and for which the penalty or any possible adjudication includes the potential loss of liberty and in post-conviction proceedings.

**Provider:** Ashtabula County Public Defender, Inc., 4817 State Road, Suite 202, Ashtabula, Ohio 44004

**Cost:** Not to exceed: \$589,103.00, payable in 4 equal monthly installments

**Term:** retroactive to January 1, 2020 through December 31, 2020; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that Resolution No. 2019-425 is hereby rescinded and the new one-year agreement by and between the Ashtabula County Public Defender Commission and the Ashtabula County Public Defender, Inc. for indigent defense as noted above is hereby approved in accordance with the copy of said agreement now on file in this office.

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

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

Whereupon the resolution was declared passed unanimously.

**RESOLUTION NUMBER 2020-130 AMENDING THE ASHTABULA COUNTY PERSONNEL POLICY MANUAL TO INCLUDE ADMINISTRATIVE LEAVE, UNDER SECTION 5.10 LEAVE OF ABSENCE**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 24<sup>th</sup> day of March, 2020, 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: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, On December 16, 1982, the Board of Commissioners adopted a personnel policy manual to govern the employees and management of Ashtabula County, and

WHEREAS, Some offices are governed by bargaining agreements and or personnel manuals peculiar to the operations of their own department; and

WHEREAS, The Ashtabula County Personnel Policy is designed to govern those offices not covered by bargaining agreement or specialized personnel manuals, however, in the areas where those agreements, or manuals are silent, then this manual shall be deemed the authority; and

WHEREAS, Said Ashtabula County Personnel Policy contains Section 5.10 Leave of Absence; and

WHEREAS, it has now been found necessary to amend Section 5.10 Leave of Absence to include Number 4, Administrative Leave in the Ashtabula County Personnel Policy, effective immediately; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that the Ashtabula County Personnel Policy, Section 5.10, is hereby declared amended to include the addition of Number 4, Administrative Leave.

**MOTION:** Ducro 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 2020-131 ISSUING A RECOMMENDATION OF ACTION BY THE ASHTABULA COUNTY BOARD OF COMMISSIONERS TO COUNTY ELECTED OFFICIALS AND DEPARTMENTS DUE TO THE FINANCIAL INSTABILITY CAUSED BY COVID-19**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 24<sup>th</sup> day of March, 2020, 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: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, due to the COVID-19 pandemic, county revenues, including the county's biggest revenue sources: sales tax, investment income, and casino revenues, are expected to be negatively impacted by the Coronavirus; and

WHEREAS, the Ashtabula County Board of Commissioners are issuing the following guidelines due to the State of Ohio Governor's Order issued on March 23, 2020, strongly advising all county Elected Officials and County Departments to curb spending, beginning at the close of business retroactive to March 23, 2020, and take the following actions:

- Institute a hiring freeze, except for positions in direct response to the COVID-19 pandemic, safety and security and direct care or institutional services
- Freeze salaries unless a raise is required by a collective bargaining contract
- Reduce discretionary spending
- Postpone all capital improvements, looking only at "mission critical" capital needs

WHEREAS, due to the uncertainty of this years revenues, the 2020 appropriations, while having been allocated for the year, may have to be adjusted in the event that the county has insufficient revenues to meet allocated appropriations; and

WHEREAS, it has now been found necessary to issue these guidelines, effective retroactive to close of business on March 23, 2020; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that the recommendation for action is hereby issued due to the financial instability caused by COVID-19.

**MOTION:** Ducro 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 2020-22FINA APROVING FINANCIAL TRANSACTIONS FOR THE COUNTY**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 24<sup>th</sup> day of March, 2020, 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: Casey R. Kozlowski, 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:

**PAYROLL CHANGES:**

Robert Butcher(Kyle) Dir. Of Field Operations- Temporary \$27.44 Eff. 3/23/2020 Temp. Reorganization

<b><u>Appropriations</u></b>	<b><u>Fund</u></b>	<b><u>Total</u></b>	<b><u>Personal Svcs</u></b>	<b><u>Comment</u></b>
Board of Elections Federal grant	2618.201	\$ 2,300.00	\$ -	appropriation for equipment
Sheriff's CCW Fund	2058.008	\$ 6,500.00	\$ -	appropriation for health insurance
Maintenance	1001.008	\$ 1,000.00	\$ 1,000.00	additional appropriation for overtime
Conneaut Municipal Court	1001.001.117	\$ 250.00	\$ -	additional appropriation for juror fees
Economic Development	1040.001	\$ 70,000.00	\$ -	additional appropriations

**QUARTERLY USE OF COUNTY CREDIT CARD:**

Apr/May/June Qtr. Engineer's xxxx xxxx xxxx 7240, 1239 & 1024  
 Apr/May/June Qtr. Sheriff's xxxx xxxx xxxx 1007 & 0751  
 Apr/May/June Qtr. Health Dept. xxxx xxxx xxxx 1536

**DIRECT RELIEF BILLS:**

Vouchers #2020-0000401 thru 2020-0000415 for Public Assistance and #2020-200047 thru 2020-200047 for Child Support Invoices

**BILLS:**

COUNTY FUNDS SCHEDULE 12  
 ENGINEERS SCHEDULE 12E; 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:** Whittington moved the adoption, Ducro seconded. **DISCUSSION:** None

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

Whereupon the resolution was declared passed unanimously.

**RESOLUTION NUMBER 2020-19SEWA AUTHORIZING THE POSTING OF OBSOLETE VEHICLE ON THE COUNTY'S WEBSITE FOR PUBLIC SALE, ACDES**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 24<sup>th</sup> day of March, 2020, 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: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, the Department of ACDES has requested the following vehicle be declared obsolete and placed on the online auction for disposal, as follows:

<u>Year</u>	<u>Make</u>	<u>VIN</u>	<u>Miles</u>	<u>Starting Bid</u>
2011	Ford F-350	1FDRF3B60BEA81480	134,734	\$800.00

WHEREAS, proceeds will be deposited into fund number 6002.001.155-492; now

NOW, THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that the obsolete vehicle is authorized to be posted on the County Website for Public Sale.

**MOTION:** Ducro 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 2020-20SEWA APPROVING AN AGREEMENT WITH THE ASHTABULA COUNTY PORT AUTHORITY AND THE ASHTABULA COUNTY BOARD OF COMMISSIONERS BY AND THROUGH THE ASHTABULA COUNTY DEPARTMENT OF ENVIRONMENTAL SERVICES FOR OPERATIONS AND MAINTENANCE SERVICES AT THE RAW WATER INTAKE FACILITY (PLANT C)**

The Board of County Commissioners of Ashtabula County, Ohio, met on the 24<sup>th</sup> day of March, 2020, 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: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, an Agreement has been presented for this Board's approval, to-wit:

**Parties:** Ashtabula Co. Department of Environmental Services, 12 W. Walnut St., Jefferson, OH 44047  
Ashtabula Co. Port Authority, 35 W. Jefferson St., Jefferson, OH 44047

**Service:** Operation and maintenance services at the Raw Water Intake Facility (Plant C)

**Cost:** None, Port Authority to pay the County

**Term:** April 3, 2020 and terminating on December 31, 2024

NOW, THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the Agreement is approved in accordance with a copy now on file in this office.

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

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

**RESOLUTION NUMBER 2020-2SW APPROVING CONTRACT WITH ENVIRONMENTAL ENTERPRISES, INC. FOR HOUSEHOLD HAZARDOUS WASTE COLLECTION SERVICES, SOLID WASTE**

The Board of Solid Waste of Ashtabula County, Ohio, met on the 24<sup>th</sup> day of March, 2020, 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: Casey R. Kozlowski, Kathryn L. Whittington, J. P. Ducro IV.

WHEREAS, Janice Switzer, Director of the Dept. of Community Services and Planning, has presented a contract for the approval of the Board, to-wit:

**Scope of Agreement:** for Household Hazardous Waste Collection Service  
**Provider:** Environmental Enterprises, Inc., 10163 Cincinnati-Dayton Rd., Cincinnati, OH 45241  
**Cost:** **Not to Exceed**, \$49,999.00  
**Term:** commence upon signing until December 31, 2020; now

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

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

**Work sessions:**

March 24, 2020 10:00 a.m. Topic: General Matters/Agenda Items

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

❖ Treasurer- financial transaction fee waiver. The Treasurer asked the board to consider waiving the fees imposed on financial transaction payments to the County in light of the COVID-19 pandemic. She will seek Prosecutor approval prior to waiving as there is the question if government can waive fees at taxpayer expense. This would incur a loss of \$15,000 to \$17,000 to the county. This expense could be attributed to COVID-19, unsure of reimbursement requirements. Decision: ok with it, pending prosecutor approval of it. Treasurer to keep track. Lisa to respond.

❖ Miscellaneous

**Liquor Notice-** Spire Decision: ok.

**Paid Administrative Leave Policy-** needs added to our policy manual. Recommended by the Prosecutor’s office. Decision: on today’s agenda.

**Spire TIF-** outside counsel. Decision: ok to proceed with a firm. Set a dollar limit, pay out of Economic Development. Call Greg Myers to be sure project is moving forward.

**Resolution delegating Emergency** authority to County Administrator. There are different models including: financial only, contract authority, monetary limits, etc. Include notification that action is occurring before it occurs. Effective during the period of the emergency due to state, federal emergency declare an emergency or emergency medical reasons the board cannot meet. Decision: Lisa to draft a resolution.

**Public meeting changes-** waiting for the law to change.

**Board of DD-** proc- meeting is canceled, she does not wish to attend a mtg. to receive proc.

**Financial implications** from COVID- discussed information received from CCAO and Stark County who cut \$1.74 million out of their General Fund allocation for the year by decreasing appropriations. If revenue declines, more cuts will be made. Postpone any capital improvements. The Board will devise a directive to elected officials and county departments. This would include a hiring freeze, unless crucial, freezing county salaries unless contractual. Set up meeting with Board of Elections regarding how the vote delay affects their budget. Decision: Lisa to draft the resolution for today’s meeting.

**Blood Drive-** canceled due to worker shortage.

**Lodging Tax-** \_ discussed lodging tax collection and the COVID-19 pandemic. Jamie will consult with Convention Visitors Bureau, Convention Facilities Authority regarding possible letter to all entities who collect, would like their input, send out to lodgers.

**Port Authority-** resignation from Rob S., have received an application from Craig Parker. Decision: ok for next week’s agenda.

**Email from Katie Burger-** mail proclamation to a 97 year old Ashtabula County resident for her birthday, Oleta Swani.

Schedule/Newsletter:

❖ New/Old Business

**Ash. Growth CIC update-** emailed Gary Franklin- he declined and no response from Larry Johnson yet

**TB contracts** – on today’s agenda

**NOPEC grant** \$26,952 for 2020 – decision to use money on EMA generator

**Community Corrections/Jail Project**

**Pierpont Sewers**

**Nursing Home RFP** – should have contract in place by 3/31

**Financial Transaction payments** – extended proposal date to May 29, 2020

Committee Reports:

**ADJOURNMENT:**

The President and Clerk of the Board hereby certify that this is a true and accurate record of the minutes of the March 24, 2020 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



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CLERK

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ASHTABULA COUNTY