

Week Beginning July 24, 2017

Meeting of July 26, 2017

The Board of County Commissioners, Trumbull County, Ohio, met for a Regular Meeting on the 26th day of July, 2017, in the office of said Board, with the following members present:

Frank S. Fuda, Commissioner
Mauro Cantalamessa, Commissioner
Daniel E. Polivka, Commissioner

RE: MINUTES

1. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to dispense with reading the minutes of the Workshop Session dated July 18, 2017 and the Regular Meeting dated July 20, 2017.

Yeas: Polivka, Cantalamessa, Fuda
Nays: None

RE: APPROVE BILLS

2. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to approve the bills, as per the individual departmental purchase orders/invoices forwarded to the Trumbull County Auditor for payment, providing all procedures of State law have been followed.

Yeas: Polivka, Cantalamessa, Fuda
Nays: None

**RE: RECEIVE/FILE MONTHLY FINANCIAL REPORT
TRUMBULL COUNTY TOURISM BUREAU
JUNE 2017**

3. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to receive and place on file the JUNE 2017 Monthly Financial Report for the TRUMBULL COUNTY TOURISM BUREAU, as submitted by Stephanie L. Sferra, Executive Director.

Yeas: Polivka, Cantalamessa, Fuda
Nays: None

(Documents recorded on Journal Page(s)_____.)

RE: LIQUOR PERMITS

4. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to notify the Ohio Department of Liquor Control that a public hearing is not requested on the Liquor Permit Applications listed.

CLASS D5

NEW:	PEBBLES HIDDEN HILL LLC 1811 Hyde Oakfield Road Bristol Township North Bloomfield, OH 44450
NEW:	HALT INC d/b/a VALLEY VIEW 3 1992 Elm Road NE Howland Township Warren, OH 44483

Yeas: Polivka, Cantalamessa, Fuda
Nays: None

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RE: GRANT PERMITS – COUNTY ENGINEER

5. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to concur with the Trumbull County Engineer to grant the permit requested by the company listed. The necessary permit fee has been submitted and approval is subject to the conditions listed on the permit.

- VILLAGE ENERGY COOPERATIVE, 4100 Holiday Street, N.W., Suite #201, Canton, OH 44718, to bore under and work in the right-of-way of Ridge Road (C.H. 159), in order to install a 2” gas main line. This will be located at the intersection of SR 88 in Johnston Township.

Yeas: Polivka, Cantalamessa, Fuda
Nays: None

RE: CLOSE ROADS – COUNTY ENGINEER

6. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to grant permission to the County Engineer to Close the Roads listed.

- NORTH LEAVITT ROAD (C.H. 83) located in Warren Township; closing location between West Market Street (C.H. 322) and Parkman Road (U.S. 422) for the Warren Township Police Department Parade and Car Show
Closing Dates: Sunday, August 13, 2017
Closing Times: 12:30 p.m. to 2:00 p.m.
RECOMMENDED DETOUR: West on West Market Street (C.H. 322); North on State Route 5/82; Southeast on Parkman Road (U.S. 422)
- NORTH ROAD (C.H. 54) located in Howland Township; closing location between Atlantic Street and East Market Street for culvert replacement.
Closing Dates: Monday, July 24, 2017 through Saturday, July 29, 2017
RECOMMENDED DETOUR: West on Atlantic Street; South on Genessee Avenue; East on East Market Street

Yeas: Polivka, Cantalamessa, Fuda
Nays: None

RE: GRANT ‘SPECIAL HAULING PERMITS’ TO HAUL STEEL COILS

7. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to concur with the Trumbull County Engineer to grant the SPECIAL HAULING PERMITS TO HAUL STEEL COILS on Trumbull County roadways, requested by the companies listed. The necessary permit fees have been submitted and approval is subject to the conditions listed on each permit.

- Permit Nos.: 2017-022, 2017-023, 2017-024, 2017-025, 2017-026, 2017-027, 2017-028, 2017-029, 2017-030, 2017-031
Effective: July 18, 2017 through July 18, 2018
P. I. & I. MOTOR EXPRESS, INC., 908 Broadway Street Ext., Masury, OH 44438, to haul steel coils on Trumbull County roadways.

Yeas: Polivka, Cantalamessa, Fuda
Nays: None

(Documents recorded on Journal Page(s)_____.)

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RE: ESTABLISH 'LEGAL WEIGHT LIMIT' ON HIGHWAY STRUCTURES LISTED

8. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to authorize the Trumbull County Engineer to establish the 'LEGAL WEIGHT LIMIT' on the highway structures listed, this action per the recommendation of the County Engineer and the Braceville Township Board of Trustees

NOTE: This recommendation is based on a recent Pavement & Condition Rating and Load Evaluation Report performed by Herbert, Rowland & Grubic, Inc. (HRG).

❖ BRACEVILLE TOWNSHIP

- T.H. 546 Cherry Street 15 – TON
- T.H. 588 Maple Street 10 – TON
- T.H. 612 Oakland Avenue 15 – TON
- T.H. 944 Elm Street 10 – TON

❖ TRUMBULL COUNTY

- C.H. 168 A&B Merwin Chase Road 10 -- TON

Yeas: Polivka, Cantalamessa, Fuda

Nays: None

(Documents recorded on Journal Page(s)_____.)

RE: RESOLUTION ESTIMATING PROBABLE AMOUNT OF ACTIVE DEPOSITORIES (\$160,000,000.00)

9. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to adopt a Resolution Estimating the Probable Amount of Active Deposits – \$160,000,000.00, for the next succeeding four (4) year period commencing August 31, 2017 and ending August 30, 2021.

Yeas: Polivka, Cantalamessa, Fuda

Nays: None

RE: RESOLUTION DESIGNATING FINANCIAL INSTITUTIONS AS PUBLIC DEPOSITORIES

10. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to adopt a Resolution Designating the Financial Institutions listed as Public Depositories, for the next succeeding four (4) year period commencing August 31, 2017 and ending August 30, 2021.

Table with 2 columns: FINANCIAL INSTITUTION and ESTIMATED PERCENTAGE AMOUNT OF ACTIVE FUNDS TO BE AWARDED. Rows include THE HUNTINGTON NATIONAL BANK and CORTLAND SAVINGS & BANKING CO.

(Continued)

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RE: RESOLUTION DESIGNATING FINANCIAL INSTITUTIONS AS PUBLIC DEPOSITORIES (Cont'd)

THE FARMERS NATIONAL BANK OF CANFIELD 20 South Broad Street P.O. Box 555 Canfield, OH 44406-0555	Up to \$13,000,000.00
FIRST NATIONAL BANK One Federal Plaza West Youngstown, OH 44503	Up to \$25,000,000.00
U.S. BANK, N.A. The US Bank Centre 1350 Euclid Avenue Cleveland, OH 44115	Up to 100 Percent
CHEMICAL BANK 724 Boardman-Poland Road Youngstown, OH 44512	Up to 100 Percent
JPMORGAN CHASE BANK, N.A. 50 South Main Street Akron, OH 44308-1828	Up to 100 Percent

Yeas: Polivka, Cantalamessa, Fuda
Nays: None

(Documents recorded on Journal Page(s)_____.)

**RE: ACKNOWLEDGE RETIREMENT OF
MS. CHRISTINE CLEMENTI FROM
POSITION AS EXECUTIVE ASSISTANT
PLANNING COMMISSION**

11. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to acknowledge the retirement of MS. CHRISTINE CLEMENTI from her position as Executive Assistant with the TRUMBULL COUNTY PLANNING COMMISSION, effective July 28, 2017. Christine will be retiring after nearly 38 years of dedicated service to the residents of Trumbull County. Christine began her employment on October 15, 1979 with the Planning Commission Office. The Board of Trumbull County Commissioners join Trish Nuskievicz, Executive Director of the Planning Commission, Staff, and Board Members in congratulating Christine and wishes her many years of happiness, good health and relaxation for which she is most deserving. We hope that her well-deserved retirement will be as fruitful and rewarding as her many years of public service.

OUR VERY BEST TO CHRISTINE UPON HER RETIREMENT

Chris will be greatly missed by all!

Yeas: Polivka, Cantalamessa, Fuda
Nays: None

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RE: APPROVE ENTERPRISE ZONE AGREEMENT FOR DAWN INCORPORATED IN THE CITY OF WARREN

12. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to approve the Enterprise Zone Agreement for DAWN INCORPORATED. The company is requesting tax incentives of seventy-five (75) percent for ten (10) years for the construction of a new facility totaling 7,600 square feet to be located on Sferra Avenue, NW, Warren Commerce Park, Warren, Ohio 44483.

➤ **This project includes the following investments:**

	Minimum	Maximum
Additions/New Construction	\$ 550,000	\$ 700,000
New Furniture and Fixtures	\$ 25,000	\$ 50,000
TOTAL NEW PROJECT INVESTMENTS	\$ 575,000	\$ 750,000

Warren City Council approved tax incentives of seventy-five (75) percent for ten (10) years at its meeting on Wednesday, July 12, 2017. The company plans to add two (2) new full-time and one (1) part-time employees within three (3) years at the project site; this action per the recommendation of the Trumbull County Planning Commission and is subject to review and approval of the Prosecutor’s Office.

NOTE: Dawn Incorporated currently operates in the City of Warren at 106 East Market Street. The company currently rents the facility and wishes to move into an ownership role for future business. Dawn Incorporated currently employs twenty-one (21) full-time and two (2) part-time employees who would move to the new facility when completed.

Yeas: Polivka, Cantalamessa, Fuda

Nays: None

(Documents recorded on Journal Page(s)_____.)

RE: APPROVE EMPLOYMENT OF MS. DIANE GORDON SPECIALIST ASSISTANT - JOB & FAMILY SERVICES/ CHILD SUPPORT ENFORCEMENT AGENCY

13. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to approve the personnel action for the employment of MS. DIANE GORDON as a SPECIALIST ASSISTANT with the TRUMBULL COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES/CHILD SUPPORT ENFORCEMENT AGENCY, effective August 14, 2017. Ms. Gordon will be paid \$12.5284 per hour with full County benefits and serve a six (6) month probationary period. The State of Ohio Personnel Action Form shall be recorded on the Journal for record purposes; this action per the recommendation of the Trumbull County Department of Job and Family Services.

NOTE: Ms. Gordon has completed a BCI background check and drug/alcohol screening with favorable results.

SPECIAL NOTE: This is a full-time temporary position due to the extended leave of a full-time permanent employee.

Yeas: Polivka, Cantalamessa, Fuda

Nays: None

(Documents recorded on Journal Page(s)_____.)

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RE: APPROVE EMPLOYMENT OF TEN (10) INDIVIDUALS AS ELIGIBILITY/REFERRAL SPECIALIST II'S – JOB & FAMILY SERVICES

14. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to approve the personnel action for the employment of the ten (10) individuals listed as ELIGIBILITY/REFERRAL SPECIALIST II'S with the TRUMBULL COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES, effective August 14, 2017. Employees will be paid \$15.35 per hour with full County benefits and serve a nine (9) month probationary period. The State of Ohio Personnel Action Forms shall be recorded on the Journal for record purposes; this action per the recommendation of the Trumbull County Department of Job and Family Services.

NOTE: The applicants have completed a BCI background check and drug/alcohol screening with favorable results.

❖ **New Hire Employees Include:**

1. **MR. ROBERT PEARCE**
2. **MS. MARY LYNN WITHERSPOON**
3. **MS. MELISSA MAZZI**
4. **MS. NITRA CUNNINGHAM**
5. **MR. DAVID MANCINI**
6. **MS. ISABELLA NOTAR**
7. **MR. JEFFREY NOVOTNY**
8. **MR. DANIEL SOLETRO**
9. **MS. LINDSAY SPAIN**
10. **MS. MADISON TSALONIS**

Yeas: Polivka, Cantalamessa, Fuda

Nays: None

(Documents recorded on Journal Page(s)_____.)

RE: APPROVE AMENDMENT NO. 2 ROMO SEPTIC CLEANING & REPAIRS, LLC HOME SEWAGE TREATMENT SYSTEMS

15. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to approve Amendment No. 2 to the contract as submitted by ROMO SEPTIC CLEANING & REPAIRS, LLC, 8049 Thompson-Sharpsville Road, Masury, OH 44438-9751 for replacement of five (5) HOME SEWAGE TREATMENT SYSTEMS in Newton, Weathersfield, Brookfield, Mecca and Bazetta Townships, in the total amount of \$64,550.00 (House #1--\$12,750.00, House #3--\$12,750.00, House #7--\$11,550.00, House #8--\$14,750.00 and House #13--\$12,750.00). Amendment No. 2 is necessary to extend the contract deadline from July 31, 2017 to August 31, 2017; this action per the recommendation of the Trumbull County Grants Manager and is subject to review and approval of the Prosecutor's Office.

NOTE: The Board of Commissioners approved the original contract with Romo Septic Cleaning & Repairs, LLC on in the amount of \$64,550.00 on December 14, 2016, duly recorded in Journal Volume 145, Page 20370. On December 28, 2016, duly recorded in Journal Volume 145, Page 20403, the Board of Commissioners approved Amendment No. 1 to the contract. Amendment No. 1 was necessary to include Romo Septic Cleaning & Repairs, LLC's remit address of 8049 Thompson-Sharpsville Road, Masury, OH 44438-9751.

Yeas: Polivka, Cantalamessa, Fuda

Nays: None

(Documents recorded on Journal Page(s)_____.)

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**RE: EXECUTE CHANGE ORDER NO. 1
Z-TECH BUILDERS & EXCAVATORS, INC.
HOME SEWAGE TREATMENT SYSTEMS**

16. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to authorize Frank S. Fuda, President of the Board of Trumbull County Commissioners, to execute Change Order No. 1 as submitted by Z-TECH BUILDERS & EXCAVATORS, INC., 3301 Hoagland-Blackstub Road (a/k/a Bazetta Road), Cortland, OH 44410 for replacement of two (2) HOME SEWAGE TREATMENT SYSTEMS in Champion and Newton Townships, in the total amount of \$45,200.00 (House #5--\$25,000.00 and House #11--\$20,200.00). Change Order No. 1 is for a reduction of \$1,525.00—revising the total contract amount to \$43,675.00 AND extends the contract deadline from July 31, 2017 to August 31, 2017; this action per the recommendation of the Trumbull County Grants Manager and is subject to review and approval of the Prosecutor’s Office.

NOTE: The Board of Commissioners awarded the original contract to Z-Tech Builders & Excavators, Inc. in the amount of \$45,200.00 on December 14, 2016, duly recorded in Journal Volume 145, Page 20369.

Yeas: Polivka, Cantalamessa, Fuda
Nays: None

(Change Order recorded on Journal Page(s)_____.)

**RE: AMEND JOURNAL ACTION TAKEN ON 5/24/17
APPROVING ACTIONS FOR PY2015
GIRARD CDBG DOWNTOWN REVITALIZATION
PROGRAM – AMENDMENT NECESSARY TO
INCREASE AWARD AMOUNT**

17. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to approve Amendment No. 2 to the original award to TOCHTENHAGEN BROTHERS MOTORS, INC. 987 Woodlawn Avenue, Girard, OH 44420, relative to the PY2015 GIRARD CDBG DOWNTOWN REVITALIZATION PROGRAM. Amendment No. 2 is necessary to increase the award from \$7,250.00 to \$8,830.00 for the purpose of paying the additional cost of replacing two additional broken windows and finish painting doors and frames with two coats of industrial paint; AMERICAN PINNACLE CONSTRUCTION, INC., 126 Manchester Avenue, Youngstown, OH 44509 will complete the work at FURNITURE SHOWCASE, 600 North State Street, Girard, OH 44420; this action per the recommendation of the Trumbull County Grants Manager and is subject to review and approval of the Prosecutor’s Office.

NOTE: The Board of Commissioners authorized the original grant award to Tochtenhagen Brothers in the amount of \$3,625.00 on May 24, 2017, duly recorded in Journal Volume 146, Page 20787. On June 21, 2017, duly recorded in Journal Volume 146, Page 20849, the Commissioners approved Amendment No.1 increasing the grant award from \$3,625.00 to \$7,250.00 for additional work.

Yeas: Polivka, Cantalamessa, Fuda
Nays: None

(Documents recorded on Journal Page(s)_____.)

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RE: ADVERTISE FOR "REQUEST FOR PRICE PROPOSALS" FOR CONSULTING SERVICES – YOUNGSTOWN AIR RESERVE STATION JOINT LAND USE STUDY

18. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to authorize the Board of Trumbull County Commissioners' Clerk to advertise for "Request for Price Proposals" for Consulting Services for the YOUNGSTOWN AIR RESERVE STATION JOINT LAND USE STUDY—funded through the Office of Economic Adjustment, Department of Defense; this action per the recommendation of the Trumbull County Grants Manager.

NOTE: Responses are due no later than 2:30 p.m. on Tuesday, August 29, 2017.

Yeas: Polivka, Cantalamessa, Fuda

Nays: None

(Notice recorded on Journal Page(s)_____.)

RE: ESTABLISH THE CREATION OF THE MOTHER'S QUIT FOR TWO FUND (MQT) KNOWN AS FUND NO. 964

19. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to establish the creation of the MOTHER'S QUIT FOR TWO (MQT) FUND to be known as FUND NO. 964—for use by the Trumbull County Combined Health District for funds received from the Ohio Department of Health.

Yeas: Polivka, Cantalamessa, Fuda

Nays: None

RE: ESTABLISH THE CREATION OF THE ADULT PROBATION SEX OFFENDER FUND KNOWN AS FUND NO. 027

20. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to establish the creation of the ADULT PROBATION SEX OFFENDER FUND to be known as FUND NO. 027—for use by the Trumbull County Adult Probation Department. The Trumbull County Court of Common Pleas Judges will Court Order probationers to pay for cell phones, their data plans and monitoring program which will be distributed and monitored by the Trumbull County Adult Probation Department.

Yeas: Polivka, Cantalamessa, Fuda

Nays: None

RE: TRANSFER MONIES

21. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, pursuant to Ohio Revised Code Section 5705.14, to transfer monies, as listed.

FROM:	TO:	AMOUNT:
01-200-070-5026-7200 Interfund Reimbursement Braceville Twp. Comp. Plan	01-001-5000-09611 Pay-in-Code General Fund	\$ 4,250.00
01-200-070-5029-7200 Interfund Reimbursement Farmington Twp. Comp. Plan	01-001-5000-09611 Pay-in-Code General Fund	\$ 12,000.00

Yeas: Polivka, Cantalamessa, Fuda

Nays: None

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RE: AMENDED CERTIFICATE NO. 18-2017
COUNTY BUDGET COMMISSION

22. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to receive the Amended Certificate of the County Budget Commission No. 18- 2017, for the fiscal year beginning January 1, 2017, dated July 26, 2017, increasing appropriations in the funds listed:

- Fund 964 – Mother’s Quit For Two (MQT)
- Fund 060 – Sexual Offender Reg. Fund
- Fund 117 – Community Corrections Act Grant 407
- Fund 118 – Community Corrections Act Grant 408

Yeas: Polivka, Cantalamessa, Fuda

Nays: None

RE: ADDITIONAL APPROPRIATIONS

23. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to approve additional appropriations, as listed:

MOTHER’S QUIT FOR TWO (MQT)

02-964-040-4910-5200-18	Supplies	\$ 8,075.00
02-964-040-4910-5300-18	Maintenance Materials	\$ 1,000.00
02-964-040-4910-5500-18	Contracted Services	\$ 4,000.00
02-964-040-4910-5700-18	Travel & Expense	\$ 2,000.00
02-964-040-4910-7200-18	Interfund Reimbursement	\$ 25,000.00

VARIOUS GRANTS (PLANNING GRANTS/CONTRACTS)

01-200-070-5020-7200	Interfund Reimbursement	\$ 5,000.00
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SEXUAL OFFENDER REG. FUND

01-060-020-1400-5500	Contracted Services	\$ 1,000.00
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COMMUNITY CORRECTIONS ACT GRANT 407

01-117-020-2031-5120-18	Salaries	\$108,759.00
01-117-020-2031-5200-18	Supplies	\$ 19,565.00
01-117-020-2031-5300-18	Maintenance Materials	\$ 4,559.00
01-117-020-2031-5500-18	Contracted Services	\$ 2,500.00

COMMUNITY CORRECTIONS ACT GRANT 408

01-118-020-2031-5120-18	Salaries	\$ 22,357.00
01-118-020-2031-5200-18	Supplies	\$ 8,474.00

FAMILY & CHILDREN FIRST COUNCIL

01-044-040-4557-5500-17	Contracted Services	\$ 5,175.00
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Yeas: Polivka, Cantalamessa, Fuda

Nays: None

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RE: TRANSFER APPROPRIATIONS

24. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to transfer appropriations, as listed:

FROM:	TO:	AMOUNT:
01-209-070-5090-6800 Miscellaneous Economic Dev. Rev. Loan Fund	01-209-070-5092-5600 Professional Services Architectural Barriers Study	\$ 35,000.00
01-256-020-2121-5500-17 Contracted Services Juvenile Board Care IV-E	01-256-020-2121-5600-17 Professional Services Juvenile Board Care IV-E	\$ 10,201.59
01-256-020-2121-5400-17 Capital Outlay Juvenile Board Care IV-E	01-256-020-2121-5600-17 Professional Services Juvenile Board Care IV-E	\$ 2,000.00
01-001-020-1400-5521 Telephones Sheriff	01-001-020-1400-5510 Equipment Maintenance Sheriff	\$ 3,677.00
01-001-020-1415-5510 Equipment Maintenance Sheriff-Jail	01-001-020-1415-5703 Training/Schools Sheriff-Jail	\$ 361.98
01-601-030-3020-7000 Interfund Transactions Metro Sewer District	01-601-030-3020-6500 Refunds & Reimbursements Metro Sewer District	\$ 40,000.00
01-001-012-2510-5214 Operation Supplies Eastern District Court	01-001-012-2510-5524 Temporary Services Eastern District Court	\$ 60.00
01-001-011-1310-5510 Equipment Maintenance Prosecutor-Child Support Div.	01-001-011-1310-5201 Supplies Prosecutor-Child Support Div.	\$ 165.00
01-001-011-1310-5510 Equipment Maintenance Prosecutor-Child Support Div.	01-001-011-1310-5302 Equipment Maintenance Prosecutor-Child Support Div.	\$ 263.00

Yeas: Polivka, Cantalamessa, Fuda
Nays: None

RE: SET AMOUNT OF PUBLIC OFFICIAL BOND
REQUIRED FOR SAM C. LAMANCUSA IN THE
AMOUNT OF \$250,000.00

25. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, pursuant to Ohio Revised Code Section 321.02, the Board of Trumbull County Commissioners hereby set the amount of the Public Official Bond required for SAM C. LAMANCUSA, TRUMBULL COUNTY TREASURER in the amount of \$250,000.00. The Board of Trumbull County Commissioners approves The Cincinnati Insurance Company as the surety company.

Yeas: Polivka, Cantalamessa, Fuda
Nays: None

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RE: RECEIVE/RECORD PUBLIC OFFICIAL BOND
SAM C. LAMANCUSA – TRUMBULL COUNTY
TREASURER

26. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to receive and record onto the Journal, for record purposes, the Public Official Bond No. 8872794 issued by The Cincinnati Insurance Company, 6200 S. Gilmore Road, Fairfield, OH 45014-5141 for Sam C. Lamancusa, Trumbull County Treasurer. The Bond shall be filed with the County Auditor; pursuant to the Ohio Revised Code Section 321.02.

- SAM C. LAMANCUSA
Trumbull County Treasurer
Bond Term: September 3, 2017 – September 3, 2021
Amount: \$250,000.00

Yeas: Polivka, Cantalamessa, Fuda
Nays: None

(Documents recorded on Journal Page(s)_____.)

RE: GRANT ‘SPECIAL ANNUAL SUPPLIER
FLEET PERMITS’ FOR FLEET VEHICLES
TO TRANSPORT AGGREGATE, CONCRETE,
CONSTRUCTION GOODS OR OTHER LIKE
MATERIALS

27. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to concur with the Trumbull County Engineer to grant the ‘Special Annual Supplier Fleet Permits’ for fleet vehicles to transport aggregate, concrete, construction goods or other like materials (*not to exceed 80,000 lbs. gross vehicle weight*), to sites located upon load posted Trumbull County Roadways requested by the companies listed. The necessary permit fees and insurance information have been submitted and approval is subject to the conditions listed on each permit.

- Permit No.: 001-2017
KMB, INC. d/b/a KING BROTHERS FEED & SUPPLY, 1306 State Route 88, Bristolville, OH 44402 to transport aggregate, concrete, construction goods or other like materials (*not to exceed 80,000 lbs. gross vehicle weight*) to sites located upon load posted County roadways.
- Permit No.: 002-2017
MILLER YOUNT PAVING, INC., 2295 Hoagland Blackstub Road, Cortland, OH 44410 to transport aggregate, concrete, construction goods or other like materials (*not to exceed 80,000 lbs. gross vehicle weight*) to sites located upon load posted County roadways.
- Permit No.: 003-2017
HORODYSKI BROTHERS & CO., 5137 State Route 7, Burghill, OH 44404 to transport aggregate, concrete, construction goods or other like materials (*not to exceed 80,000 lbs. gross vehicle weight*) to sites located upon load posted County roadways.

Yeas: Polivka, Cantalamessa, Fuda
Nays: None

(Documents recorded on Journal Page(s)_____.)

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**RE: APPROVE DETAILED SEWER DRAWINGS
BROOKFIELD WASTE WATER TREATMENT
PLANT GENERATOR REPLACEMENT
PROJECT NO. 3-S-11**

28. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to approve the Detailed Sewer Drawings for the BROOKFIELD WASTE WATER TREATMENT PLANT GENERATOR REPLACEMENT PROJECT, known as County Project No. 3-S-11, in the Metropolitan Sanitary Sewer District; this action per the recommendation of the Trumbull County Sanitary Engineers Department.

NOTE: The Ohio EPA has determined that a Permit to Install Application is not necessary for the project.

Yeas: Polivka, Cantalamessa, Fuda

Nays: None

(Documents recorded on Journal Page(s)_____.)

**RE: ADOPT RESOLUTION DECLARING MONTH
OF AUGUST 2017 AS ‘DRESS DOWN MONTH’
TO BENEFIT WARREN FAMILY MISSION**

29. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to adopt a Resolution to declare the Month of AUGUST 2017 as ‘DRESS DOWN MONTH’ for all Trumbull County Employees. Each employee may make a *voluntary* contribution of \$1.00 (or more) each Monday--for the privilege of dressing business casual every Monday throughout the month of AUGUST. Funds collected will be used for the sole purpose of benefiting the “WARREN FAMILY MISSION”. The WARREN FAMILY MISSION helps people who are desperate for basics like meals and shelter—hoping for help to change their lives. Board of Commissioners wants to thank all interested parties for supporting this program and helping to make a difference!

IMPORTANT NOTE: IN THE EVENT THAT MONDAY FALLS ON A HOLIDAY AND THE OFFICES ARE CLOSED, EMPLOYEES ARE PERMITTED TO DRESS DOWN ON THE FOLLOWING TUESDAY. NOTE: Deadline for collection of funds is Friday, September 1, 2017—all funds to be forwarded by Elected Officials and Department Supervisors to Mary Beth Rovini at the Clerk of Courts Passport/Records Division.

Yeas: Polivka, Cantalamessa, Fuda

Nays: None

**RE: APPROVE EMPLOYMENT TRANSFER
EDWARD D. LAWRENCE
FROM SANITARY ENGINEERS DEPARTMENT TO
CHIEF DEPUTY DOG WARDEN – DOG KENNEL**

30. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to approve the personnel action for the employment transfer of EDWARD D. LAWRENCE, from the position of Senior Meter Reader with the Trumbull County Sanitary Engineers Department (Water/Sewer Division), Pay Range 6 (20 years) to the position of CHIEF DEPUTY DOG WARDEN with the Dog Kennel Department, Pay Range 8 (20 years), effective July 31, 2017. *This action is pursuant to the authorized Job Posting; per the recommendation of the Trumbull County Human Resources Department.*

Yeas: Polivka, Cantalamessa, Fuda

Nays: None

Week Beginning July 24, 2017

Meeting of July 26, 2017

**RE: APPROVE EMPLOYMENT TRANSFER
SHARA L. TAYLOR FROM CLERK OF COURTS
TO POSITION OF ACCOUNTS PAYABLE
CLERK/SECRETARY COMMISSIONERS' OFFICE**

31. MOTION: Made by Mr. Polivka, seconded by Mr. Cantalamessa, to approve the personnel action for the employment transfer of SHARA L. TAYLOR, from the position of Clerical Specialist/Bookkeeper with the Trumbull County Clerk of Courts, Pay Range 7 (20 years) to the position of ACCOUNTS PAYABLE CLERK/SECRETARY with the Trumbull County Commissioners' Office, Pay Range 8 (20 years), effective August 7, 2017. *This action is pursuant to the authorized Job Posting; per the recommendation of the Trumbull County Human Resources Department.*

Yeas: Polivka, Cantalamessa, Fuda
Nays: None

Week Beginning July 24, 2017

Meeting of July 26, 2017

**RE: RECEIVE FISCAL OFFICER'S CERTIFICATE
\$900,000.00 OF NOTES – ERP ACCOUNTING
SOFTWARE**

- 32.** The following Fiscal Officer's Certificate recorded on Journal for record purposes:

Week Beginning July 24, 2017

Meeting of July 26, 2017

**RE: RECEIVE FISCAL OFFICER'S CERTIFICATE
\$500,000.00 OF NOTES – BELMONT PARK
SEWER PROJECT NO. 13-S-09**

- 33.** The following Fiscal Officer's Certificate recorded on Journal for record purposes:

Week Beginning July 24, 2017

Meeting of July 26, 2017

**RE: RECEIVE FISCAL OFFICER'S CERTIFICATE
\$1,500,000.00 OF NOTES – PROSPERITY
WATERLINE PROJECT NO. 5-W-15**

- 34.** The following Fiscal Officer's Certificate recorded on Journal for record purposes:

Week Beginning July 24, 2017

Meeting of July 26, 2017

RE: TO ADOPT A RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF NOTES, IN ANTICIPATION OF THE ISSUANCE OF GENERAL OBLIGATION BONDS, IN A PRINCIPAL AMOUNT NOT TO EXCEED \$2,900,000 FOR THE PURPOSE OF PAYING THE COSTS OF (I) ACQUIRING AND INSTALLING ERP ACCOUNTING SOFTWARE FOR THE COUNTY FINANCE DEPARTMENT, (II) EXPANDING AND IMPROVING THE SANITARY SEWERAGE SYSTEM IN THE COUNTY, INCLUDING BUT NOT LIMITED TO THE BELMONT PARK SANITARY SEWER PROJECT, KNOWN AS COUNTY PROJECT NO. 13-S-09, TOGETHER WITH ALL NECESSARY APPURTENANCES THERETO, AND (III) EXPANDING AND IMPROVING THE WATER SYSTEM IN THE COUNTY, INCLUDING BUT NOT LIMITED TO THE PROSPERITY WATERLINE PROJECT, KNOWN AS COUNTY PROJECT NO. 5-W-15, TOGETHER WITH ALL NECESSARY APPURTENANCES THERETO, AND PAYING ISSUANCE COSTS ALL IN CONNECTION THEREWITH.

35. The following Resolution recorded on Journal for record purposes:

Week Beginning July 24, 2017

Meeting of July 26, 2017

**RE: \$2,900,000.00 OF NOTES – ERP SOFTWARE, BELMONT SEWER PROJECT
AND PROSPERITY WATERLINE PROJECT (Cont'd)**

Week Beginning July 24, 2017

Meeting of July 26, 2017

**RE: \$2,900,000.00 OF NOTES – ERP SOFTWARE, BELMONT SEWER PROJECT
AND PROSPERITY WATERLINE PROJECT (Cont'd)**

Week Beginning July 24, 2017

Meeting of July 26, 2017

**RE: RECEIVE FISCAL OFFICER'S CERTIFICATE
\$300,000.00 OF NOTES – ELM ROAD WATER
PROJECT NO. 2-W-16**

- 36.** The following Fiscal Officer's Certificate recorded on Journal for record purposes:

Week Beginning July 24, 2017

Meeting of July 26, 2017

RE: TO ADOPT A RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF NOTES, IN ANTICIPATION OF THE ISSUANCE OF GENERAL OBLIGATION BONDS, IN A PRINCIPAL AMOUNT NOT TO EXCEED \$300,000 FOR THE PURPOSE OF PAYING THE COSTS OF EXPANDING AND IMPROVING THE WATER SYSTEM IN THE COUNTY, INCLUDING BUT NOT LIMITED TO THE ELM ROAD WATER PROJECT, KNOWN AS COUNTY PROJECT NO. 2-W-16, AND PAYING ISSUANCE COSTS ALL IN CONNECTION THEREWITH.

37. The following Resolution recorded on Journal for record purposes:

Week Beginning July 24, 2017

Meeting of July 26, 2017

RE: \$300,000.00 OF NOTES – ELM ROAD WATER PROJECT (Cont'd)

Week Beginning July 24, 2017

Meeting of July 26, 2017

RE: \$300,000.00 OF NOTES – ELM ROAD WATER PROJECT (Cont'd)

Week Beginning July 24, 2017

Meeting of July 26, 2017

**RE: RECEIVE FISCAL OFFICER'S CERTIFICATE
\$300,000.00 OF NOTES – SOUTH BEDFORD ROAD
SANITARY SEWER PROJECT NO. 12-S-07**

- 38.** The following Fiscal Officer's Certificate recorded on Journal for record purposes:

Week Beginning July 24, 2017

Meeting of July 26, 2017

RE: TO ADOPT A RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF NOTES, IN ANTICIPATION OF THE ISSUANCE OF GENERAL OBLIGATION BONDS, IN A PRINCIPAL AMOUNT NOT TO EXCEED \$300,000 FOR THE PURPOSE OF PAYING THE COSTS OF EXPANDING AND IMPROVING THE SANITARY SEWERAGE SYSTEM IN THE COUNTY, INCLUDING BUT NOT LIMITED TO THE SOUTH BEDFORD ROAD SANITARY SEWER PROJECT, KNOWN AS COUNTY PROJECT NO. 12-S-07, AND PAYING ISSUANCE COSTS ALL IN CONNECTION THEREWITH.

39. The following Resolution recorded on Journal for record purposes:

Week Beginning July 24, 2017

Meeting of July 26, 2017

**RE: \$300,000.00 OF NOTES – SOUTH BEDFORD ROAD SANITARY SEWER
PROJECT NO. 12-S-07 (Cont'd)**

Week Beginning July 24, 2017

Meeting of July 26, 2017

**RE: \$300,000.00 OF NOTES – SOUTH BEDFORD ROAD SANITARY SEWER
PROJECT NO. 12-S-07 (Cont'd)**

Week Beginning July 24, 2017

Meeting of July 26, 2017

**RE: RECEIVE FISCAL OFFICER'S CERTIFICATE
\$1,225,000.00 OF NOTES – LITTLE SQUAW CREEK
INTERCEPTOR PROJECT NOS. 19-S-02B, 02C & 02D**

- 40.** The following Fiscal Officer's Certificate recorded on Journal for record purposes:

Week Beginning July 24, 2017

Meeting of July 26, 2017

**RE: RECEIVE FISCAL OFFICER'S CERTIFICATE
\$450,000.00 OF NOTES – COUNTY BUILDING
SECURITY SYSTEMS & EQUIPMENT**

- 41.** The following Fiscal Officer's Certificate recorded on Journal for record purposes:

Week Beginning July 24, 2017

Meeting of July 26, 2017

RE: TO ADOPT A RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF NOTES, IN ANTICIPATION OF THE ISSUANCE OF GENERAL OBLIGATION BONDS, IN A PRINCIPAL AMOUNT NOT TO EXCEED \$1,675,000 FOR THE PURPOSE OF PAYING THE COSTS OF (I) EXPANDING AND IMPROVING THE SANITARY SEWERAGE SYSTEM IN THE COUNTY, INCLUDING BUT NOT LIMITED TO THE LITTLE SQUAW CREEK INTERCEPTOR PROJECT, KNOWN AS COUNTY PROJECT NOS. 19-S-02B, 02C AND 02D, TOGETHER WITH ALL NECESSARY APPURTENANCES THERETO, AND ACQUIRING ANY NECESSARY REAL ESTATE OR INTERESTS IN REAL ESTATE AND (II) REPLACING, PROCURING, INSTALLING AND MAINTAINING SECURITY SYSTEMS AND EQUIPMENT, INCLUDING BUT NOT LIMITED TO, CAMERAS, SCANNERS, AND METAL DETECTORS, FOR CERTAIN BUILDINGS OF THE COUNTY, AND PAYING ISSUANCE COSTS, ALL IN CONNECTION THEREWITH.

42. The following Resolution recorded on Journal for record purposes:

Week Beginning July 24, 2017

Meeting of July 26, 2017

**RE: \$1,675,000.00 OF NOTES – LITTLE SQUAW CREEK AND COUNTY BUILDING
SECURITY SYSTEMS & EQUIPMENT (Cont'd)**

Week Beginning July 24, 2017

Meeting of July 26, 2017

**RE: \$1,675,000.00 OF NOTES – LITTLE SQUAW CREEK AND COUNTY BUILDING
SECURITY SYSTEMS & EQUIPMENT (Cont'd)**

Week Beginning July 24, 2017

Meeting of July 26, 2017

**RE: \$1,675,000.00 OF NOTES – LITTLE SQUAW CREEK AND COUNTY BUILDING
SECURITY SYSTEMS & EQUIPMENT (Cont'd)**

Week Beginning July 24, 2017

Meeting of July 26, 2017

**RE: RECEIVE FISCAL OFFICER'S CERTIFICATE
\$1,150,000.00 OF BONDS – TALMER BANK
BUILDING**

- 43.** The following Fiscal Officer's Certificate recorded on Journal for record purposes:

Week Beginning July 24, 2017

Meeting of July 26, 2017

**RE: RECEIVE FISCAL OFFICER'S CERTIFICATE
\$100,000.00 OF BONDS – TRUMBULL COUNTY
JAIL & TALMER BANK BUILDING**

- 44.** The following Fiscal Officer's Certificate recorded on Journal for record purposes:

Week Beginning July 24, 2017

Meeting of July 26, 2017

RE: TO ADOPT A RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF GENERAL OBLIGATION BONDS IN A PRINCIPAL AMOUNT NOT TO EXCEED \$1,250,000 FOR THE PURPOSE OF RETIRING NOTES ISSUED FOR THE PURPOSES OF (I) REPLACING, PROCURING, INSTALLING AND MAINTAINING SECURITY SYSTEMS AND EQUIPMENT, FOR CERTAIN BUILDINGS OF THE COUNTY, INCLUDING, BUT NOT LIMITED TO, THE TRUMBULL COUNTY JAIL AND THE TALMER BANK BUILDING, AND (II) CONSTRUCTING, MAINTAINING, EXPANDING, REFURNISHING, RENOVATING, UPGRADING, IMPROVING, FURNISHING, AND EQUIPPING CERTAIN BUILDINGS OF THE COUNTY INCLUDING BUT NOT LIMITED TO, THE TALMER BANK BUILDING, AND (III) PAYING ISSUANCE COSTS, ALL IN CONNECTION THEREWITH.

45. The following Resolution recorded on Journal for record purposes:

Week Beginning July 24, 2017

Meeting of July 26, 2017

**RE: \$1,250,000.00 OF BONDS – TRUMBULL COUNTY JAIL & TALMER BANK
BUILDING**

Week Beginning July 24, 2017

Meeting of July 26, 2017

**RE: \$1,250,000.00 OF BONDS – TRUMBULL COUNTY JAIL & TALMER BANK
BUILDING**

Week Beginning July 24, 2017

Meeting of July 26, 2017

**RE: \$1,250,000.00 OF BONDS – TRUMBULL COUNTY JAIL & TALMER BANK
BUILDING**

Week Beginning July 24, 2017

Meeting of July 26, 2017

**RE: RECEIVE FISCAL OFFICER'S CERTIFICATE
\$300,000.00 OF NOTES – SWIFT DRIVE
SANITARY SEWER PROJECT NO. 2-S-14**

- 46.** The following Fiscal Officer's Certificate recorded on Journal for record purposes:

Week Beginning July 24, 2017

Meeting of July 26, 2017

RE: TO ADOPT A RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF NOTES, IN ANTICIPATION OF THE ISSUANCE OF GENERAL OBLIGATION BONDS, IN A PRINCIPAL AMOUNT NOT TO EXCEED \$300,000 FOR THE PURPOSE OF PAYING THE COSTS OF EXPANDING AND IMPROVING THE SANITARY SEWERAGE SYSTEM IN THE COUNTY, INCLUDING BUT NOT LIMITED TO THE SWIFT DRIVE SANITARY SEWER PROJECT, KNOWN AS COUNTY PROJECT NO. 2-S-14, AND PAYING ISSUANCE COSTS ALL IN CONNECTION THEREWITH.

47. The following Resolution recorded on Journal for record purposes:

Week Beginning July 24, 2017

Meeting of July 26, 2017

RE: \$300,000.00 OF NOTES – SWIFT DRIVE SANITARY SEWER PROJECT (Cont'd)

Week Beginning July 24, 2017

Meeting of July 26, 2017

RE: \$300,000.00 OF NOTES – SWIFT DRIVE SANITARY SEWER PROJECT (Cont'd)

Week Beginning July 24, 2017

Meeting of July 26, 2017

RE: TO ADOPT A RESOLUTION TO AMEND A PORTION OF THE RESOLUTION ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS ON JUNE 29, 2016 AND RECORDED AT JOURNAL VOLUME 145, PAGE(S) 19979-19982 FOR THE PURPOSES OF ADVANCE REFUNDING THE COUNTY'S SERIES 2008 BONDS ORIGINALLY ISSUED FOR VARIOUS PURPOSES AND PAYING ISSUANCE COSTS ALL IN CONNECTION THEREWITH.

48. The following Resolution recorded on Journal for record purposes:

Week Beginning July 24, 2017

Meeting of July 26, 2017

RE: ADVANCE REFUNDING COUNTY'S 2008 BONDS (Cont'd)

Week Beginning July 24, 2017

Meeting of July 26, 2017

RE: ADVANCE REFUNDING COUNTY'S 2008 BONDS (Cont'd)

Week Beginning July 24, 2017

Meeting of July 26, 2017

RE: TO ADOPT A RESOLUTION TO AMEND A PORTION OF THE RESOLUTION ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS ON JUNE 29, 2016, AND RECORDED IN JOURNAL VOLUME 145, PAGE(S) 19984-19987 FOR THE PURPOSE OF PROVIDING FOR THE ISSUANCE AND SALE OF BONDS IN A PRINCIPAL AMOUNT NOT TO EXCEED \$2,025,000 FOR THE PURPOSES OF ADVANCE REFUNDING THE COUNTY'S SALES TAX BONDS, SERIES 2008A, WATER AND SEWER PROJECTS, ORIGINALLY ISSUED FOR THE PURPOSES OF PAYING THE COSTS OF EXPANDING AND IMPROVING THE COUNTY'S SANITARY SEWAGE SYSTEM, ACQUIRING CERTAIN WATER METERS, AND PAYING ISSUANCE COSTS IN CONNECTION THEREWITH.

49. The following Resolution recorded on Journal for record purposes:

Week Beginning July 24, 2017

Meeting of July 26, 2017

RE: ADVANCE REFUNDING COUNTY'S 2008A BONDS (Cont'd)

Week Beginning July 24, 2017

Meeting of July 26, 2017

RE: ADVANCE REFUNDING COUNTY'S 2008A BONDS (Cont'd)

Week Beginning July 24, 2017

Meeting of July 26, 2017

Comments:

Commissioner Polivka commended Auditor Biviano on his efforts to save the county money and assist us in thinking about the financial future.

Auditor Biviano spoke about how refinancing the bonds would save the county money and thanked the Clerk for all her work to put them on for the agenda.

Paulette Godfrey read a letter from a citizen commending the Sanitary Engineers Department for their work on the Alison Avenue Project.

(Documents recorded on Journal Page(s)_____.)

Paulette Godfrey read a letter from Judge Rintala and Judge Harwood commending Lynn Wallace and her staff for their work with the records from Family Court.

(Documents recorded on Journal Page(s)_____.)

Tod Latell commented on the outstanding work done by Microfilm and noted the expense being able to store documents on microfilm in house saves the county.

Commissioner Fuda commented on a convention he attended over the weekend. He said he learned valuable information for the county that they would be distributing to different departments. He also mentioned some big issues that Trumbull County faces such as drug abuse and staffing and said many counties around the country are facing similar problems.

Commissioner Polivka commented on also attending the conference and spoke about the importance of attending them to solve county issues.

Commissioner Fuda read a statement by the Board of Commissioners regarding recent local news articles involving Trumbull County Engineer, Randy Smith.

(Documents recorded on Journal Page(s)_____.)

Gary Shaffer thanked the Commissioners for their support as well as for all their collaborative efforts to have departments in Trumbull County work together.

Commissioner Fuda commented that the cooperation in Trumbull County was phenomenal and the recent news articles were not thought out very well.

Commissioner Polivka asked Gary Newbrough to discuss the recent updates on the Prosperity Waterline Project.

Gary Newgrough spoke about the principal forgiveness on the project being raised to 75% and how it would enable the project to help more citizens as well as reduce costs to the county. To date, the increased percentage has helped add 43 additional locations to the project. Gary also thanked the Commissioners for trusting him to further the project.

Commissioner Fuda thanked Gary for his hard work and said he would like to help connect as many people with the waterline project.

Commissioner Cantalamessa congratulated Dawn Industries with the Enterprise Zone Agreement and commented on how happy he was to see a business flourish in Trumbull County, especially a female owned company.

Commissioner Fuda commented that the additional jobs Dawn Industries will be adding will help Trumbull County.

Mr. Mott commented on a regional sewer project and was referred to Gary Newbrough who was in attendance.

Week Beginning July 24, 2017

Meeting of July 26, 2017

RE: ADJOURN

MOTION: Made by, Mr. Polivka, seconded by Mr. Cantalamessa, to adjourn the Regular Meeting of July 26, 2017, and to meet again in Regular Session on August 2, 2017.

Yeas: Polivka, Cantalamessa, Fuda,

Nays: None

WE CERTIFY THAT EACH AND ALL OF THE FOREGOING TO BE CORRECT.

FRANK S. FUDA, PRESIDENT

MAURO CANTALAMESSA, COMMISSIONER

DANIEL E. POLIVKA, COMMISSIONER

ATTEST:

PAULETTE A. GODFREY, CLERK