

**RESOLUTION APPROVING MEMORANDUM OF UNDERSTANDING BETWEEN THE ASHTABULA COUNTY VETERANS SERVICE COMMISSION AND THE BOARD OF ASHTABULA COUNTY COMMISSIONERS IN RELATION TO THE FINANCIAL BACKING FOR RENOVATIONS TO THE NEW BUILDING (1709 E. PROSPECT RD., ASHTABULA)**

WHEREAS, it is the intention of the Ashtabula County Board of Commissioners (“BOCC”) to finance the renovations for the Veterans Service Commission (“VSC”) building; and

WHEREAS, the BOCC will advance the VSC for projected renovation costs. The VSC will make annual budget allocations to the BOCC until the amount is paid off; and

WHEREAS, the BOCC purchased a building for the VSC, finalized February 23, 2023, and in turn, this building requires renovations in order to be functional for the VSC; and

WHEREAS, to effectuate this transaction, the Parties desire to agree to the terms and conditions contained in this Memorandum of Understanding. This Memorandum of Understanding (“MOU”) states the terms and conditions on which the BOCC is willing to negotiate an Agreement (the “Agreement”) with the VSC for the property described below:

**1. The Property.**

The BOCC purchased the property located at 1709 E Prospect, Ashtabula, OH, 44004, as described (the “Property”) on behalf of the VSC. The Property consists of real property and fixtures. The BOCC is now going to advance the cost of renovations needed for the property, and in turn, the VSC is going to return funds to the BOCC in annual disbursements.

**2. Cost of Renovation.**

The BOCC will advance \$600,000.00 to the VSC to manage the cost of renovations to the Property. For the BOCC advancing the cost of the renovation, the VSC will allocate funds to their *Transfers Out* Line item to allow the BOCC to transfer annual installments of \$100,000 (one hundred thousand dollars) to the County PI fund, beginning January 31, 2025. These transfers will take place annually through January 31, 2030. Each payment will be paid at the beginning of the calendar year.

**3. Access.**

Immediately following the renovation period, the VSC will have full use of the property to perform all duties and carry out the responsibilities and functions of the VSC

THEREFORE, BE IT RESOLVED, that by the Board of Ashtabula County Commissioners the Memorandum of Understanding is hereby approved as outlined above, with a copy on file in this office.

BE IT FURTHER RESOLVED that the President of the Board, on behalf of the Board of Commissioners of Ashtabula County, is authorized to execute any and all necessary documents.

**ASHTABULA COUNTY COMMISSIONERS  
CERTIFICATION PAGE**

**Resolution No. 2023-494**

**October 03, 2023**

**RESOLUTION APPROVING MEMORANDUM OF UNDERSTANDING BETWEEN THE ASHTABULA COUNTY VETERANS SERVICE COMMISSION AND THE BOARD OF ASHTABULA COUNTY COMMISSIONERS IN RELATION TO THE FINANCIAL BACKING FOR RENOVATIONS TO THE NEW BUILDING (1709 E. PROSPECT RD., ASHTABULA)**

**Upon the motion of J.P. Ducro IV, seconded by Kathryn L. Whittington.**

**VOTE:**

**Casey R. Kozlowski  
Kathryn L. Whittington  
J.P. Ducro IV**

**Aye  
Aye  
Aye**

**CERTIFICATE OF CLERK**

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon and duly passed by the Board of County Commissioners of Ashtabula County, Ohio, on the date noted above.



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Lisa Hawkins, Clerk of the Board  
Board of County Commissioners  
Ashtabula County, Ohio

**Chief Assistant Prosecutor**  
Dawn P. Cantolomessa

**Assistant Prosecutors**  
Michael Angioletti  
Gene Barrett  
Michael Bodyke  
Richard R. Danolfo  
Christine Davis  
Christopher R. Fortunato  
Matthew Hebebrand  
Daniel Maynard  
Laura Pizmoht  
Mary Stanford  
Tamara A. Wetherhall

**COLLEEN M. O'TOOLE**  
**PROSECUTING ATTORNEY**  
ASHTABULA COUNTY COURTHOUSE  
25 WEST JEFFERSON STREET  
JEFFERSON, OHIO 44047-1092

**Telephone**  
(440) 576-3662  
**Criminal Division Fax**  
(440) 576-3692  
(440) 994-6041  
**Civil Division Fax**  
(440) 576-3600  
(440) 994-6021  
**Children Services Division**  
(440) 998-1811  
**Tax Division**  
(440) 576-3734  
**Victims/Witness Assistance**  
(440) 576-3523  
Stephanie Sagroves  
(440) 576-3223

August 18, 2023

**MEMORANDUM OF UNDERSTANDING BY AND BETWEEN THE ASHTABULA COUNTY BOARD OF COMMISSIONERS AND THE ASHTABULA COUNTY VETERANS SERVICE COMMISSION IN RELATION TO THE FINANCIAL BACKING FOR RENOVATIONS TO THE NEW BUILDING (1709 E PROSPECT, ASHTABULA)**

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**4. Contact Information.**

Ashtabula County Commissioners  
25 West Jefferson Street  
Jefferson, OH 44047  
[ildischer@ashtabulacounty.us](mailto:ildischer@ashtabulacounty.us)  
440-576-3316 (ph)  
440-576-2344 (fax)

Veterans Service Commission  
1212 Lake Avenue  
Ashtabula, Ohio 44004  
[bmschwartfigure@ashtabulacounty.us](mailto:bmschwartfigure@ashtabulacounty.us)  
440-964-8498 (ph)  
440-964-3582 (fax)

If the above-described terms are acceptable to BOCC, please sign where indicated below and email a copy of this MOU to [cmotoole@ashtabulacounty.us](mailto:cmotoole@ashtabulacounty.us). Please call the Ashtabula County Prosecuting Attorney, Colleen M. O'Toole, at 440-576-3694 in the meantime if you have any questions.

**Ashtabula County Commissioners**

BY: \_\_\_\_\_

Casey Kozlowski, President

**Veterans Service Commission**

BY: \_\_\_\_\_

BY: \_\_\_\_\_

BY: \_\_\_\_\_

BY: \_\_\_\_\_

BY: \_\_\_\_\_