

**RESOLUTION APPROVING ADDENDUM NO. 4 TO THE LEASE AGREEMENT WITH THE OHIO DEPARTMENT OF PUBLIC SAFETY FOR SPACE OCCUPIED BY THE OHIO BUREAU OF MOTOR VEHICLES- JEFFERSON DRIVER EXAM STATION IN THE GRANGER BUILDING**

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

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

WHEREAS, Janet Discher, County Administrator, has presented Addendum No. 4 with the Ohio Department of Public Safety for office space for the approval of the Board, to-wit:

**Lessee:** State of Ohio, Department of Public Safety  
1970 w. Broad St. Columbus, OH 43223

**Location:** 77 N. Chestnut Street, Jefferson, Ohio 916 sq. ft. (\$15.12 per sq. ft.)

**Lease Period:** 2 years commencing July 1, 2025 ending June 30, 2027

**Cost:** No cost to the county, lessee will pay \$13,849.92 per year (\$27,699.84 total), payable in quarterly installments of \$3,462.48; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that Addendum No. 4 to the Lease Agreement is approved in accordance with the terms and conditions contained in the copy now on file in this office.

**ASHTABULA COUNTY COMMISSIONERS  
CERTIFICATION PAGE**

**Resolution No. 2025-131**

**March 11, 2025**

**RESOLUTION APPROVING ADDENDUM NO. 4 TO THE LEASE AGREEMENT WITH THE OHIO DEPARTMENT OF PUBLIC SAFETY FOR SPACE OCCUPIED BY THE OHIO BUREAU OF MOTOR VEHICLES- JEFFERSON DRIVER EXAM STATION IN THE GRANGER BUILDING**

**Upon the motion of Kathryn L. Whittington, seconded by Casey R. Kozlowski.**

**VOTE:**

**J.P. Ducro IV**

**Aye**

**Casey R. Kozlowski**

**Aye**

**Kathryn L. Whittington**

**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

## ADDENDUM NO. 4 TO LEASE

It is hereby mutually agreed by and between

**Ashtabula County Board of Commissioners**

as **Lessor**, and

**Ohio Department of Public Safety**

as **Lessee**, that effective July 1, 2025, a certain lease entered into as of July 1, 2017, covering **916** square feet of office space and described as:

Bureau of Motor Vehicles  
**Jefferson Driver Exam Station**  
77 North Chestnut Street  
Jefferson, Ohio 44047

be amended as follows:

Article II: Add: The lease will extend for an additional term, beginning July 1, 2025 through June 30, 2027.

Add: During the next renewal period, the annual base rental rate will increase to **\$15.12** per square foot. As a result, the total annual cost will now be **\$13,849.92** per year or **\$3,462.48** per quarter.

*[For Rental Schedule breakdown, see detailed chart(s), below.]*

**Rental Schedule:**

Renewal Period	Base Rent Cost per Ft <sup>2</sup>	Total Annual Cost	Total Quarterly Costs
July 1, 2025 – June 30, 2027	\$15.12	\$13,849.92	\$3,462.48

*\*Based on 916 Total Square Feet*

All other terms and conditions of the lease will remain the same.

**IN WITNESS WHEREOF**, the parties thereto have caused their signatures to be affixed to this lease agreement.

**LESSOR:**  
ASHTABULA COUNTY BOARD OF COMMISSIONERS

Witnesses:

By: [Signature]  
Name: J.P. Duero IV (1)  
Title: President  
Date: 3-11-25

[Signature]  
Name \_\_\_\_\_  
Riva Hewlin  
Name \_\_\_\_\_

By: [Signature]  
Name: Casey Koszowski (2)  
Title: Vice President  
Date: 3-11-25

[Signature]  
Name \_\_\_\_\_  
Riva Hewlin  
Name \_\_\_\_\_

By: [Signature]  
Name: Kathryn Whittington (3)  
Title: Commissioner  
Date: 3-11-25

[Signature]  
Name \_\_\_\_\_  
Riva Hewlin  
Name \_\_\_\_\_

**ACKNOWLEDGMENT BY THE LESSOR**

State of Ohio, Ashtabula County, ss: (1)

On this 11 day of March, 2025, before me personally appeared J.P. Duero IV known to be the authorized individual to act on behalf of the Lessor, who acknowledged that (s)he executed the foregoing Lease on behalf of the Lessor and that the same is his (her) free and voluntary act and deed, and that (s)he is duly authorized to enter into this Lease.

[Signature] Crystal Sturgill  
Notary Public, State of: Ohio  
My Commission Expires: 11-7-25

State of Ohio, Ashtabula County, ss: (2)

On this 11 day of March, 2025, before me personally appeared Casay Karlowski known to be the authorized individual to act on behalf of the Lessor, who acknowledged that (s)he executed the foregoing Lease on behalf of the Lessor and that the same is his (her) free and voluntary act and deed, and that (s)he is duly authorized to enter into this Lease.

Cristal Sturgill  
Notary Public, State of: Ohio  
My Commission Expires: 11-7-28

State of Ohio, Ashtabula County, ss: (3)

On this 11 day of March, 2025 before me personally appeared Kathryn Whittington known to be the authorized individual to act on behalf of the Lessor, who acknowledged that (s)he executed the foregoing Lease on behalf of the Lessor and that the same is his (her) free and voluntary act and deed, and that (s)he is duly authorized to enter into this Lease.

Cristal Sturgill  
Notary Public, State of: Ohio  
My Commission Expires: 11-7-28

**LESSEE:**  
OHIO DEPARTMENT OF PUBLIC SAFETY

By: \_\_\_\_\_  
D. Andrew Wilson, Director  
Ohio Department of Public Safety

\_\_\_\_\_ Date