

RESOLUTION APPROVING SPACE USAGE AGREEMENT WITH THE OHIO STATE UNIVERSITY FOR OFFICE SPACE LOCATED AT 39 WALL STREET, VILLAGE OF JEFFERSON

WHEREAS, The Board of Commissioners own the building located at 39 Wall Street in the Village of Jefferson; and

WHEREAS, there is office space available in said building for use by the Ohio State University (OSU) Extension office in Ashtabula County; and

WHEREAS, a space usage agreement has been presented for the approval of the Board, to-wit:

Parties: **Ohio State University Extension Office Operations**, 1680 Madison Ave., Administration Building-
Wooster Campus, Wooster, OH 44691-4096
Ashtabula County Commissioners, 25 W. Jefferson St., Jefferson Oh 44047

Location: 39 Wall Street, Jefferson, Ohio 44047

Term: One year from July 1, 2025 through June 30, 2026, review the agreement annually

Cost: no cost; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the Space Agreement, as noted above, is approved in accordance with the terms and conditions contained in the copy now 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. 2025-280

June 17, 2025

RESOLUTION APPROVING SPACE USAGE AGREEMENT WITH THE OHIO STATE UNIVERSITY FOR OFFICE SPACE LOCATED AT 39 WALL STREET, VILLAGE OF JEFFERSON

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

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.



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



June 2, 2025

To: Ashtabula County Board of Commissioners
25 W. Jefferson Street
Jefferson, OH 44047

Re: OSU Extension-Ashtabula County Space Usage

The purpose of this letter is to confirm Ashtabula County Board of Commissioners (Ashtabula County) has permitted The Ohio State University Extension office in Ashtabula County (OSUE) to locate and utilize office space at 39 Wall Street, Jefferson, Ohio 44047.

Ashtabula County will provide office and program space to OSUE beginning July 1, 2025 through June 30, 2026. This space includes: the eastern office spaces, including the annex, and the basement (excluding the storage space used by Ashtabula County).

As a condition of its usage, OSUE agrees it shall not make any structural changes to the building or spaces without the authorization of the Ashtabula County. OSUE agrees to exercise reasonable care in the use of any audiovisual equipment provided by Ashtabula County and comply with all applicable federal, state, and local laws, regulations and requirements in their storage and use.

There is no fee for the use of this space. Cleaning of these office spaces is shared by the Parties. Ashtabula County will provide electric, heat/air, water, and general maintenance. Phone and internet services are paid by OSUE.

Each party agrees to be responsible for the liabilities arising out of their own conduct and the conduct of their officers, employees and agents.

The OSUE contact person will be Kim Howard, for all issues related to facilities and equipment. Her contact information is howard.577@osu.edu and phone 440-576-9008. OSUE and Ashtabula County acknowledge that any amendments to the terms outlined in this letter shall occur in writing and only be valid upon the signature of authorized agents for OSUE and Ashtabula County. OSUE and Ashtabula County will review this document annually.

The Ohio State University and OSU Extension look forward to our continuing relationship with Ashtabula County Board of Commissioners to provide educational programming for the citizens of Ashtabula County.

Sincerely,

Jesse Buxton

Fiscal Officer, OSU Extension Operations
The Ohio State University

Agreed to by Ashtabula County:

Signature:

Printed Name: JP Ducro IV

Title: President

Date: 6-17-25