RESOLUTION APPROVING ADDENDUM NO. 5 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. 5 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
Addendum:	on or after November 1, 2026, renovation of a new break area in the current suite. To include: 12’ steel stud wall, insulated (sound proofing), 36” solid core door & hardware, matching trim, 4-way light switch & receptacle on both sides, drywall finished and painted.
Cost:	No cost to the county, lessee will pay $4,880.00 for the renovation of the Jefferson DX break area; to be paid after completion and occupancy in one lump sum payment, after the presentation of a proper invoice.

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that Addendum No. 5 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. 2026-467 **November 03, 2026**

RESOLUTION APPROVING ADDENDUM NO. 5 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 J.P. Ducro IV.

VOTE:

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

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

ADDENDUM NO. 5 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 November 1, 2026, a certain lease entered into as of July 1, 2017, consisting of approximately **916** rentable square feet of space, described as:

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

be amended as follows:

Article II:	Add:	On or after, November 1, 2026, the following improvement project will commence. The total **not to exceed** cost will be **$4,880.00**:

Article IX. – Services by the Lessor		
Item R.	Add:	"Exhibit B", Lessor quote for "*Option 1 - PROPOSAL*", attached. Renovation of a new break area in the current suite. To include; 12' steel stud wall, insulated (sound proofing), 36" solid core door & hardware, matching trim, 4-way light switch & receptacle on both sides, drywall finished and painted.

Article X. – Lessee Responsibilities		
Item J.	Add:	Reimburse Lessor the cost of **$4,880.00**, **not to exceed**, for renovation of the Jefferson DX break area; to be paid after completion and occupancy, in one lump sum payment, after the presentation of a proper invoice.

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

By: _____ (1)
Name: Casey Kozlowski
Title: President
Date: 11-3-26

By: _____ (2)
Name: Kathryn Whittington
Title: Vice President
Date: 11-3-26

By: _____ (3)
Name: J.P. Dworn IV
Title: Commissioner
Date: 11-3-26

Witnesses:
_____ Name
_____ Name

_____ Name
_____ Name

_____ Name
_____ Name

ACKNOWLEDGMENT BY THE LESSOR

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

On this 3rd day of November, 2026 before me personally appeared _____ 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.

_____
Notary Public, State of: Ohio
My Commission Expires: 11-7-26

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

On this 3rd day of November, 2026 before me personally appeared _____ 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.

_____
Notary Public, State of: Ohio
My Commission Expires: 11-7-26

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

On this 3rd day of November, 2026 before me personally appeared _____ 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.

_____
Notary Public, State of: Ohio
My Commission Expires: 11-7-26

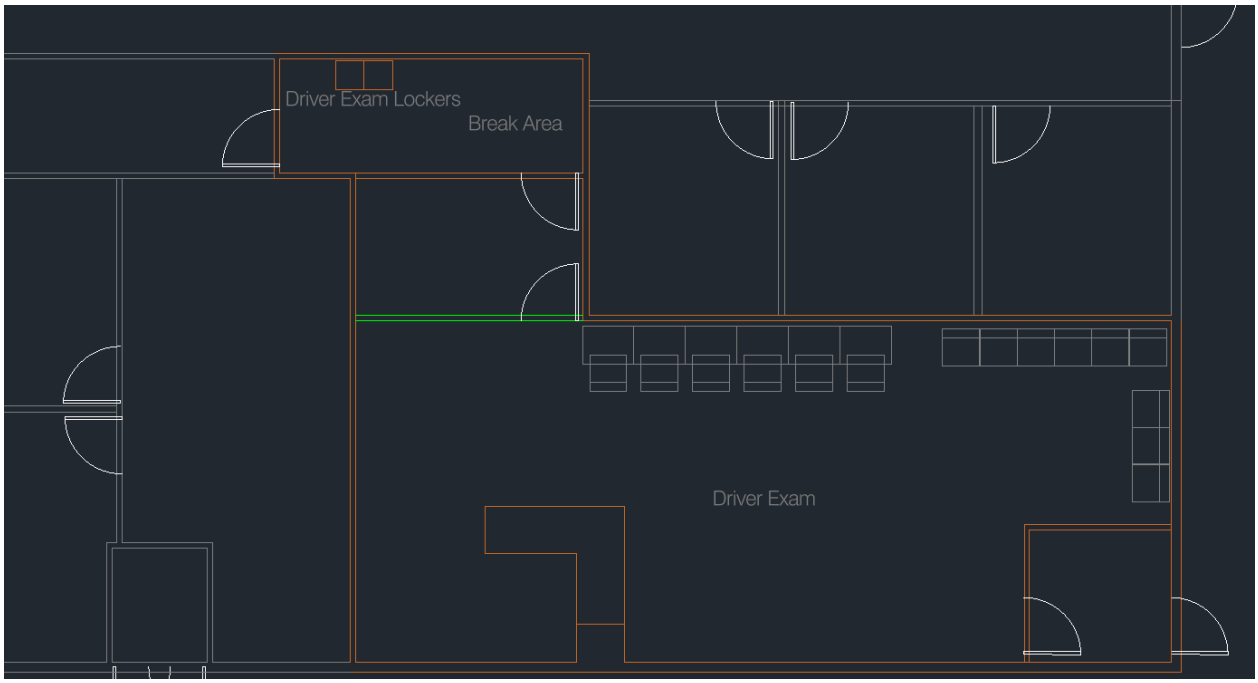
LESSEE:
OHIO DEPARTMENT OF PUBLIC SAFETY

By: E-SIGNED by Benjamin Suver on 2026-11-10 11:58:17 EST
Benjamin B. Suver, Director
Ohio Department of Public Safety

2026-11-10 11:58:17
Date

EXHIBIT B

Option 1



From: Maintenance <Maintenance@ashtabulacounty.us>
Sent: Tuesday, September 22, 2026 7:24 AM
To: Lee, Christopher <cclee@dps.ohio.gov>; JLDischer <JLDischer@ashtabulacounty.gov>; Crystal M. Sturgill <CMSturgill@ashtabulacounty.us>; Commissioners <Commissioners@ashtabulacounty.us>
Cc: Rowland, Eric <erowland@dps.ohio.gov>; llhawkins <llhawkins@ashtabulacounty.us>
Subject: RE: [EXTERNAL]RE: Jefferson DX Renovation

Hi Chris,

I have a quote from JRM Construction for $4880.00. This includes; 12' steel stud wall, insulated (sound proofing), 36" solid core door & hardware, matching trim, 4-way light switch & receptacle on both sides, drywall finished and painted. Let me know if I should proceed.

Thank You,

Jim Buchan
Lead Maintenance Worker
Ashtabula County Commissioners
25 West Jefferson Street
Jefferson, Ohio 44047
maintenance@ashtabulacounty.us
O: 440-576-3650
C: 440-969-4944