

**RESOLUTION ESTABLISHING RULES AND SETTING DATES, TIMES AND NOTICE FOR THE REGULAR AND SPECIAL SESSIONS OF THE ASHTABULA COUNTY BOARD OF COMMISSIONERS FOR 2022**

WHEREAS, per Ohio Revised Code Section §121.22, concerning open public meetings, it is required that this Board adopt rules relative to scheduling special and special Board meetings and providing notice of these meetings, NOW THEREFORE BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio:

1. Pursuant to Ohio Revised Code §305.06 the Board of Commissioners shall conduct at least fifty (50) regular sessions each year and further that said sessions shall be conducted at a specific time set in advance.
2. It is the desire of the Board to set regular sessions on Tuesday of each week commencing at 1:00 p.m. to be held at the offices of the Board, 25 W. Jefferson St., Old Courthouse 2<sup>nd</sup> Floor, Jefferson, OH 44047, with any exceptions being determined in advance with public notification.
3. At the Board's discretion regular sessions may be held at a different time and location throughout Ashtabula County, time and place to be furnished in advance, adopted by resolution and with proper notice to the public of said meeting in order to conduct the business of the Board in 2022.
4. The Ashtabula County Board of Commissioners hereby establishes reasonable notice for special sessions of the Board by posting said notice on the Ashtabula County Website at [www.ashtabulacounty.us](http://www.ashtabulacounty.us) and the media has been notified to check the website for updates to the schedule.
5. Special and emergency sessions will be held at the call of the Board.
6. The Clerk of the Board shall give notice to the media of the date, time, location and purpose of a special session no later than twenty-four hours before the meeting is to start, or, if not possible, as soon as the special session has been called.
7. Any person may obtain reasonable advance notification, with payment of a reasonable fee if warranted, of all meetings at which any specific type of public business to be discussed and may be contacted via telephone, special mail or email by submitting a written request to the Clerk of the Board specifying the person's name, address, telephone number and/or e-mail address, along with the specific type of public business that is of interest, and the amount of time this request covers (not to exceed three months).

THAT, this Board of County Commissioners hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board; and that all deliberations of this Board and of its committees, if any, which resulted in formal action were taken in meetings open to the public in full compliance with applicable legal requirements, including Section 121.22 of the Ohio Revised Code

THAT FURTHER, the regular and special sessions of the Board are hereby set and notice established as outlined above for the 2022 calendar year.

**ASHTABULA COUNTY COMMISSIONERS  
CERTIFICATION PAGE**

Resolution No. 2022-2

January 04, 2022

**RESOLUTION ESTABLISHING RULES AND SETTING DATES, TIMES AND NOTICE  
FOR THE REGULAR AND SPECIAL SESSIONS OF THE ASHTABULA COUNTY  
BOARD OF COMMISSIONERS FOR 2022**

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.



---

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