



Portage County Board of Commissioners
Meeting Minutes

449 South Meridian Street
Ravenna, OH 44266
<http://www.co.portage.oh.us>

Kassidy Parbel, Clerk
330-297-3600

Thursday, October 5th, 2023

9:00 AM

Commissioners' Board Room

The following meeting minutes are summarized. Audio recordings and backup material are available in accordance with the Commissioners' Agenda and Audio Recording Retention Schedule.
Please contact the Commissioners' Office for specific details.

The Portage County Board of Commissioners' meeting came to order in the Commissioners' Boardroom located at 449 South Meridian Street, Ravenna, Ohio, with the following members present:

Attendee Name	Title	Status
Anthony J. Badalamenti	President	Present
Sabrina Christian-Bennett	Vice President	Present
Mike Tinlin	Board Member	Present

Also attending throughout the day was County Administrator Michelle Crombie and Stuart Mendell.

1. The Board of Commissioners approves the September 28th 2023 regular meeting minutes.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea;

Motion Carries

HUMAN RESOURCES

Present: Director Tami Soltis

In accordance with Section 305.30 of the Ohio Revised Code and this Board's Resolution 21-0396, Part 9(I), the Board of Commissioners acknowledges and approves the County Administrator's approval to:

1. Authorize to promote Bernadette Walker to JFS Supervisor, Child Support Division for Portage County Job & Family Service to be effective as of Monday, October 16, 2023.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea

Motion Carries

2. Authorize the three-day internal posting of the full time Clerical Specialist 3 for Portage County Job & Family Services with external posting if no internal appointment is made.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea

Motion Carries

3. Authorize to hire Hannah McCune to Eligibility Specialist, Public Assistance Division for Portage Job & Family Service to be effective as of Monday, October 16, 2023. The Board of Commissioners agrees that this hire is contingent upon the applicant passing the required pre-employment screenings.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea

Motion Carries

4. Approve anniversary/probationary step increase for the following non-bargaining employees:

- McKenzie Villatoro ~ EMA
- Susan Lynn ~ HR

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea

Motion Carries**EXECUTIVE SESSION**

9:03 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the Board of Commissioners move into executive session to consider the employment of a public employee. Also present: Director Kellijo Jeffries, Administrator Michelle Crombie, Director Tami Soltis. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

9:05 AM Upon conclusion of the above referenced discussion, it was moved by Mike Tinlin, seconded by Anthony J. Badalamenti that the Board of Commissioners move out of executive session. Roll call vote: Mike Tinlin, Yea; Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea;

After exiting executive session, the Board:

Authorizes leave without pay for Brittanny Kirksey at Job and Family Services Department from September 15, 2023, through January 11, 2024.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea

Motion Carries

AIRPORT

Present: Director Robert Hartigan and Stuart Mendel

Discussion:

1. SMART Grant Application

Airport Director Robert Hartigan is coming before the Board to urge authorization to make application for a Department of Transportation SMART Grant. This grant will supply the means to investigate whether drones and unmanned aerial vehicles are a smart way to deliver life-saving medical supplies.

Commissioner Badalamenti requested some background on the SMART Grant. The Bipartisan Infrastructure Law has a provision for the Department of Transportation to authorize the SMART Grant. The grant program is called The Strengthening Mobility and Revolutionizing Transportation Grant. This grant program has two phases: The first phase is to investigate and figure out if the study is feasible. The second phase is doing the actual flight testing and prototyping.

The Commissioners ask about cost and are happy to hear that it is a two million dollar grant with zero match. The county will be accruing the cost of overhead in the form of administration fees.

Commissioner Christian-Bennett asks for clarification as to whether the study and/or the implementation would cost the two million. She asks for a break-down. Director Hartigan states that the two million would be for the study; including the planning work and figuring out what needs to be done for the second phase of the project. The goal is to answer the question as to whether it's feasible.

Professor Stuart Mendel introduced himself for the record. His primary duties involve arranging and calculating all the different components so the study can be successful. He states that it is complex. The federal government or the USDOT has funding to stimulate creative innovative projects around the country. Each state is going to get several projects with the study in question possibly being one for Ohio. He speaks of the two phases previously mentioned by Director Hartigan. The first phase is developmental with the goal of collecting data and finding partners. Tentatively, there are partners, but they will have to be brought in to collaborate and organize. He comments on the complexity of organizing something like this.

Commissioner Christian-Bennett clarifies that the grant is not specific to Portage County nor the study. And Portage County is just the facilitator that is requesting the funding to get the process started.

Director Hartigan refers to the briefing that occurred last month with NEOFIX. He states that it is fortuitous that this notice of funding came in right now, while a partnership was being built. The emergency lifesaving through multimodal mobility is here with a grant opportunity and we would be the lead agency. It puts the airport front and center with this advanced technology. Answers to how to respond to questions about technological advances with Advanced Air Mobility with drones, unmanned vehicles will be at the forefront. These discoveries will be

incorporated with the current aircraft that are in the area as well, encompassing the study. Portage County will serve as the rural model with Cuyahoga being the urban model. The two emergency management agencies have been briefed and support the study as well as University Hospitals. It's exciting to be a part of.

Commissioner Tinlin states that he has had several meetings with Molly and Howard from Manufacturing Works prior to the recent presentation that Mr. Mendel was a part of, and he commends the infrastructure that they are all putting together. He states that he is excited.

Commissioner Badalamenti states that the timing is perfect with recent events. Everyone agrees that it is coming together nicely.

Mr. Mendel hopes that they can use this to get the state to buy in, too. It is a one-year project with the potential for more years for the second stage. Phase two would be funded by grants that would be accumulated in a similar way. Portage would probably be the leading administrator. At that point the case would be more easily made with the Governor's office after phase one is complete.

Commissioner Christian-Bennett states that we are the catalyst to get the program off the ground. She will be meeting with the governor in the following weeks and would be happy to bring up the project. Mr. Mendel will give her some information to give to the governor.

Mr. Mendel states that currently a lot of attention is going toward Dayton and Springfield due to Military applications with drones while this side of the state is being overlooked with Commercial Advanced Air mobility.

The Resolution will be brought forward later under the Department of Budget and Financial Management.

NEIGHBORHOOD DEVELOPMENT SERVICES

Present: Jen Davis and Kelley Palone

Discussion:

1. Lead Safe Ohio Program Grant Application

Kelley Palone introduced herself as working in the Construction and Rehab Department with Neighborhood Development Services. She has come with Jen Davis, the Lending Coordinator, to discuss the authorization for a grant application for the Lead Safe Ohio Program. Ms. Davis states that applications are due on the 12th of October. \$975,000 would be allocated to Portage County if the application is accepted and the organization will come back to the Board to receive approval of the RFP for the actual administration of the grant. This funding will be applied to owner occupied homes. They will be targeting families at or below the 80% federal poverty guidelines but will have the ability to go up to 120% cut-off if needed. Projects will include lead-safe renovation, abatement, and cleaning.

Commissioner Badalamenti asked about the budget. He asked if the \$327,000 is an estimate for renovations for 15 homes. Ms. Davis and Palone confirmed and stated that abatement is more costly. Ms. Palone gives details about what abatement means: It is to completely

address all the lead in the home. At the end of the job, the home will be tested and marked as lead-free by all standards.

Commissioner Badalamenti asked if this is performed by stripping all the paint out of the home or can some of it be covered? Ms. Palone states that there are many approved methods, and it depends on the home, deterioration of the paint, the paint's location or whether the home just contains paint dust. If the home just contains dust, depending on the severity, floors may have to be encapsulated or a HUD cycle cleaning may have to be performed. It also depends on the risk assessment. This is when a company comes in and tests all surfaces, producing a report.

Commissioner Tinlin asks what companies complete the work and if they are local. Ms. Palone states that one company is called HZW and serves a larger area and another CTG is more local to the area. These companies are the ones that complete the risk assessments and clearance testing. There is also a list of contractors that are lead abatement specialists.

Commissioner Christian-Bennett states that she doesn't know of any companies that specialize in lead removal and abatement. They are all in larger cities.

Commissioner Badalamenti also asks about the income level page. Ms. Palone states that to qualify for the program, the household must qualify as low to moderate income. The chart gives an indication of how that is based depending on the number of people living in the home. Traditionally these types of programs only allow the organization to assist individuals under the 80% mark, but since this is a specialized lead program, allowance is given to 120% and under.

Commissioner Christian-Bennett states that regardless, of income it is about helping to provide people with a safe place to live. She mentions the affordable housing crisis before commending Stacy Brown, the executive director at NDS for taking charge of this opportunity for the residents.

DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: Administrator Michelle Crombie

Administrator Crombie is presenting due to Director Petty's absence. She brought attention to the second resolution which is regarding the previous discussion with Director Hartigan and Mr. Mendel. The Journal Entries reflecting the NDS discussion are also being brought forward. A short discussion was had about changing the layout of the agenda to accommodate to those bringing forward discussion before motioning the corresponding Journal Entry or Resolution that fall under the according department. Commissioners Christian-Bennett and Badalamenti will speak separately with Administrator Crombie about this later.

There was a misconception having to deal with the first Journal Entry regarding the targeting amount for the individuals receiving services provided by the Lead Safe Ohio Grant Application. Commissioner Christian Bennett read the Journal Entry as stated below:

Journal Entries:

1. The Board of Commissioners authorizes the submission of the Lead Safe Ohio Grant Application to the Ohio Department of Development for \$975,000.00, for the purpose of Lead Safe Renovations, Lead Abatement, Lead Cleaning and Administration, for

Portage County owner occupied households *targeting at or ABOVE 80% Area Median Income*, as presented by Neighborhood Development Services Inc. Documents reviewed by the Department of Budget and Financial Management with no exceptions noted.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea

Motion Carries

*****The previous Journal Entry was later verified and corrected to state:

1. The Board of Commissioners authorizes the submission of the Lead Safe Ohio Grant Application to the Ohio Department of Development for \$975,000.00, for the purpose of Lead Safe Renovations, Lead Abatement, Lead Cleaning and Administration, for Portage County owner occupied households *prioritizing those at or below 80% Area Median Income*, as presented by Neighborhood Development Services Inc. Documents reviewed by the Department of Budget and Financial Management with no exceptions noted.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea

Motion Carries

2. The Board of Commissioners signed the Partial Release of Mortgage, releasing from the lien and operation of a certain mortgage from Portage Homes III Project for the property located at 6748 Garfield Road Ravenna, OH 44266, in the amount of \$100,000.00 in the original investment and with accrued interest totaling to \$216,987.00, in Portage County records as Instrument Number 200716587, as presented by Neighborhood Development Services. Portage County will receive \$9,863.05 from the proceeds of the sale.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea

Motion Carries

3. The Board of Commissioners signed the Partial Release of Mortgage, releasing from the lien and operation of a certain mortgage from Portage Housing II Project for the property located at 312 Washington Street Ravenna, OH 44266, in the amount of \$100,000 in the original investment and with accrued interest totaling to \$238,021.00, in Portage County records as Instrument Number 200217188, as presented by Neighborhood Development Services. Portage County will receive \$11,901.05 from the proceeds of the sale.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea
Motion Carries

4. The Board of Commissioners signed the Partial Release of Mortgage, releasing from the lien and operation of a certain mortgage from Portage Housing I Project for the property located at 1600 Artemis Drive Kent, OH 44240, in the amount of \$110,000 in the original investment and with accrued interest totaling to \$365,192.00, in Portage County records as Instrument Number 201515521, as presented by Neighborhood Development Services. Portage County will receive \$15,216.33 from the proceeds of the sale.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea

Motion Carries

In accordance with Section 305.30(K) of the Ohio Revised Code and this Board's Resolution 21-0396 and this Board's Resolution 21-0878, the Board of Commissioners acknowledges and approves the County Administrator's approval to:

5. Direct the Auditor's Office to pay/process the September 28, 2023 bills/ACH payments, wires, journal vouchers and then & now's, as applicable, contingent upon the verification of the reports as presented by the County Auditor and reviewed by the Department of Budget and Financial Management.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea

Motion Carries

Expenditure Review		
County Funds: (0001 – 8399)		
Bill Payment and ACH list totaling:		
Bill Payment list	\$1,096,011.94	(Includes late fees of: \$1.74)
ACH/Neil Group of	\$0	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$208,336.71	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$6,235.06	
Journal Vouchers totaling:	\$98,950.84	
Then and Now list totaling:	\$149,856.97	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

6. Process the September 28, 2023 budget amendments as reviewed and recommended by the Department of Budget and Financial Management.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea

Motion Carries

Resolutions:

1. Transfer from Fund 0001, General Fund to Fund 1410, Public Assistance Fund./Resolution 23-0575
2. Authorize the Application to the Department of Transportation, for Phase I of the Strengthening Mobility and Revolutionizing Transportation (SMART) Grants Program./Resolution 23-0576
3. Authorize the Application to the Department of Justice Program, Violence Against Women Grant (VAWA), Domestic Violence Intervention Project Number 2023-Wf-Va2-8222pr for Grant Year 2024./Resolution 23-0577
4. Accept the Award from the US Department of Justice for the BJA FY 2023 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation - on Behalf of the Portage County Sheriff's Office./Resolution 23-0578
5. Transfer from Fund 0001, General Fund to Fund 1480, Violence Against Women Fund./Resolution 23-0579
6. Resolution Authorizing the Necessary Property Tax Levies and Certifying Them to the County Auditor at Rates Estimated by the County Auditor and Approved by the County Budget Commission - ORC 5705.34 for Fiscal year 2024./Resolution 23-0580
7. Create Fund 4264 – Newton Falls Bridge 131./Resolution 23-0581
8. Create Fund 4265 – Old Forge Bridge./Resolution 23-0582

INTERNAL SERVICES

Present: Michelle Crombie

Administrator Crombie is also presenting for Director Kautzman due to the directors attending Leadership Portage County. She is not providing project updates, and Director Kautzman will be present for the following meeting to provide those as well as a quarterly departmental update.

Resolutions:

1. The Board of Commissioners agrees to enter into a Septic Assistance Program agreement with the Portage County Regional Planning Commission and Pags Excavating Inc for a septic system replacement./Resolution 23-0583

2. The Board of Commissioners approves specifications and set bid date for the purchase of various chemicals for the Portage County Water Resources Department./Resolution 23-0584
3. The Board of Commissioners agrees to set the Request for Proposal date for institutions eligible for consideration as Procurement Card Issuers./Resolution 23-0585
4. The Board of Commissioners accepts Honey Chuck Lane in the Country View Subdivision, Phase 6, in Brimfield Township, Portage County./Resolution 23-0586
5. The Board of Commissioners agrees to set proposal for the Request for Qualifications for professional services for a multi-year asset maintenance program for Wastewater Treatment Tanks located in Portage County for the Portage County Water Resources Department./Resolution 23-0587
6. The Board of Commissioners accepts the sewer easement in Rootstown Township, Portage County, Ohio in relation to Rootstown Community Park Sewer Extension, Project No. RV-0 22-110-P./Resolution 23-0588
7. The Board of Commissioners authorizes the Portage County Water Resources Department to prepare and submit on behalf of the Portage County Board of Commissioners an application to participate in the Ohio Public Works Commission State Capital Improvements Program and to execute contracts as required for Project No. MV-0(21-190), Village of Mantua Wastewater Treatment Plant Headworks & Electrical Improvements, for the Village of Mantua Public Sewer System in Portage County./Resolution 23-0589
8. The Board of Commissioners agrees to adopt revised rules and regulations governing the construction maintenance, operation, use and protection of sanitary sewer systems and the waterworks systems in the Portage County Regional Sewer District and Streetsboro Regional Sewer District No. 4./Resolution 23-0590
9. The Board of Commissioners agrees to execute the 2024/2025 Subgrant agreement between the Ohio Department of Job & Family Services and Portage County Job & Family Services who serves as fiscal and administrative agent for the Family and Childrens First Council./Resolution 23-0591

MISCELLANEOUS

Journal Entries:

1. The Board of Commissioners authorize and allow the exemption of Parcel #23-035-10-00-033-000, owned by Deborah L. Fejedelem on Glenwood Drive in Mantua, based upon the Contiguous Common Ownership reduction Rule and remove all future stormwater fee assessments as requested by the County Engineer's Office. The Board of Commissioners authorizes the reimbursement overpayment of the storm water utility fees from the last billing period, for the above-mentioned parcel, in accordance with Resolution 10-0776, item 2 as requested by the County Engineer's Office.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea

Motion Carries

2. The Board of Commissioners acknowledged the receipt of the September 26, 2023 Certificate of the County Auditor that the Annual Appropriations from each fund does not exceed the Amended Official Certificate of Estimate Resources for the fiscal year beginning January 1, 2023.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea

Motion Carries

3. The Board of Commissioners acknowledged the receipt of the September 29, 2023 Certificate of the County Auditor that the Annual Appropriations from each fund does not exceed the Amended Official Certificate of Estimate Resources for the fiscal year beginning January 1, 2023.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea

Motion Carries

4. The Board of Commissioners acknowledged receipt of the September 26, 2023 Amended Certificate of Estimated Resources for the year beginning January 1, 2023 as submitted by the Portage County Budget Commission.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea

Motion Carries

5. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for September 11, 2023 through September 17, 2023 as presented by Chief Dog Warden David McIntyre.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea

Motion Carries

6. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for September 18, 2023 through September 24, 2023 as presented by Chief Dog Warden David McIntyre.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea

Motion Carries

7. The Board of Commissioners approved the September 2023 adjustments to the Portage County Water, Portage County Sewer, and Streetsboro Sewer billing accounts as reported on the adjustment reports submitted and reviewed by the Department of Budget and Financial Management.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea

Motion Carries

8. The Board of Commissioners acknowledged the receipt of the September 28, 2023 correspondence from GL Housing and Construction, notifying the Board that Bobeck Funding II, LLC plans to be the general partner and managing member of a residential rental development located in or within a one-half mile radius of the Commissioners' political jurisdiction and will submit an application to utilize the multifamily funding programs of the Ohio Housing Finance Agency (OHFA) for the development of this property.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea

Motion Carries

TREASURER

Present: Treasurer Brad Cromes

Discussion:

1. Financial Wellness Fair

Treasurer Cromes thanks the Commissioners for their time. He has come to talk about this year's Financial Wellness Fair. The event will take place on Saturday, November 18th from 9:00 AM – 12:00 PM. He provided the Commissioners with an official flyer and a draft version of the class schedule and explained that there are some new items being presented this year, as well as some different processes being utilized for attendance. There are also different incentives for attendance. In addition to the basket raffle for attendees, the first 50 in the door will receive a \$10 gas card, and a main prize entry for the \$500.00 main prize raffle. He wants to thank the Commissioners for getting the word out.

Commissioner Tinlin stated that he appreciates the Treasurer's hard work, and the Commissioners agree that the event gets better every year. They hope that Mr. Cromes' successor will continue with planning the event. His tentative day of leave is October 31st. He

is hoping that his successor will be present at the event to familiarize themselves. There are a lot of organizations in the area that support the event. The Commissioners thanked Treasurer Cromes again.

Recess: 9:43 AM

Reconvene: 11:00 AM

******The correction to Journal Entry #1 under the Department of Budget and Financial Management is made.**

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**RESOLUTION NO. 23-0575 - RE: TRANSFER FROM FUND 0001, GENERAL
FUND TO FUND 1410, PUBLIC
ASSISTANCE FUND**

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

WHEREAS, the Portage County Board of Commissioners are mandated to provide payment of the county share of public assistance expenditures in accordance with section 5101.161 of the Ohio Revised code; and

WHEREAS, it is necessary to do a transfer of the mandated share funds from the General Fund; now therefore be it

RESOLVED, that the following transfer of funds be made in the amount of \$28,850.93 for the month of October 2023 as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 0001, COUNTY GENERAL FUND

ORGCODE - 00100009

Debit Expense Account

Object: 910000 – Transfer Out

\$28,850.93

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Credit Revenue Account

Object: 280000 – Transfer In

Project: NONE

\$28,850.93

; and be it further

RESOLVED, that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the

Portage County Auditor, the Portage County Job & Family Services and the Department of Budget and Financial Management; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

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**RESOLUTION NO. 23-0576 - RE: AUTHORIZE THE APPLICATION TO THE
DEPARTMENT OF TRANSPORTATION, FOR
PHASE I OF THE STRENGTHENING
MOBILITY AND REVOLUTIONIZING
TRANSPORTATION (SMART) GRANTS
PROGRAM.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

WHEREAS, the Bipartisan Infrastructure Law (BIL) authorized and apportioned \$100 million to the U.S. Department of Transportation for FY 2023 for the SMART Grant Program; and

WHEREAS, the Portage County Airport recommends a submittal of an application for the funding of Phase I: Planning of the SMART Grant Program in conjunction with Northeast Ohio Flight Information Exchange (NEOFIX); and

WHEREAS, the Portage County Airport wishes to apply for \$2,000,000.00 with no required General Fund cash match; now therefore it be

RESOLVED, that the Board of Commissioners authorizes the Portage County Airport to submit an electronic grant application in conjunction with NEOFIX to the U.S. Department of Transportation for the SMART Grant Program Phase I: Planning; and be it further

RESOLVED, that the Board of Commissioners notes that the grant period is 2 years with a **total grant award amount of \$2,000,000.00 with no required General Fund match for a total Budget of \$2,000,000.00;** and be it further

RESOLVED, that a copy of this resolution will be filed with the Portage County Department of Budget & Financial Management, the Portage County Auditor and the Portage County Prosecutor's Office; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

*	*	*	*	*
RESOLUTION NO. 23-0577	-	RE:	AUTHORIZE THE APPLICATION TO THE DEPARTMENT OF JUSTICE PROGRAM, VIOLENCE AGAINST WOMEN GRANT (VAWA), DOMESTIC VIOLENCE INTERVENTION PROJECT NUMBER 2023-WF-VA2-8222PR FOR GRANT YEAR 2024.	

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

WHEREAS, the Board of Commissioners, in conjunction with the Prosecutor's Office, supports Family & Community Services, Inc. in their efforts to combat violence: and

WHEREAS, the Ohio Department of Justice Services offers the VAWA grant to help agencies in preventing domestic violence; and

WHEREAS, Family and Community Services, Inc. wishes to apply for \$60,000.00 with a required General Fund cash match of \$20,000.00 for a Total Budget of \$80,000.00 to offset personnel and consultant/contract costs; now therefore it be

RESOLVED, that the Board of Commissioners authorizes the United States Department of Justice Office of Criminal Justices Services (OCJS) Violence Against Women Act (VAWA) for the Domestic Violence Intervention Project grant application on behalf of Family and Community Services, acknowledging the Prosecutor's Office as the implementing agency for the grant; and be it further

- RESOLVED,** the Portage County Board of Commissioners accepts the US Department of Justice, Bureau of Justice Assistance, FY 2023 Edward Byrne Memorial Justice Assistance Grant award for the time period of October 1, 2022 through September 30, 2026, **with grant funds in the amount of Twenty-Seven Thousand, Nine Hundred Sixty-Eight and 00/100 (\$27,968.00) with no local match requirement.** These grant funds will be used for the acquisition of Taser 10's and corresponding peripheral equipment from Axon Enterprise, Inc., and be it further;
- RESOLVED,** the Portage County Board of Commissioners authorizes the Portage County Sheriff's Office to sign the award document; and be it further
- RESOLVED,** a copy of this resolution be filed with the Portage County Auditor, the Department of Budget & Financial Management, and the Portage County Sheriff's Office; and be it further
- RESOLVED,** the Portage County Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

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RESOLUTION NO. 23-0579

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RE: TRANSFER FROM FUND 0001, GENERAL FUND TO FUND 1480, VIOLENCE AGAINST WOMEN FUND

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

- WHEREAS,** that the Board of Commissioners authorizes the United States Department of Justice Office of Criminal Justices Services (OCJS) Violence Against Women Act (VAWA) for the Domestic Violence Intervention Project grant application on behalf of Family and Community Services, acknowledging the Prosecutor's Office as the implementing agency for the grant; and
- WHEREAS,** the Board of Commissioners notes that the grant is effective January 1, 2024 through December 31, 2024 with an Office of Criminal Justice Services total grant award amount of **\$60,000 with a required General Fund match of \$20,000 for a total Budget of \$80,000;** and be it further

WHEREAS, a transfer is now necessary for the local match funds of \$20,000.00, as well as additional program support of \$135,025.00; now therefore be it

RESOLVED, that the following transfer of funds be made in the amount of \$155,025.00

FROM:
FUND 0001, GENERAL FUND
ORGCODE- 00100009
Debit Expense Account
Object: 910000 – Transfers Out \$155,025.00

TO:
FUND 1480, VIOLENCE AGAINST WOMEN
ORGCODE- 14803002
Credit Revenue Account
Object: 280000 - Transfer In
Project: 4A588 \$155,025.00

; and be it further

RESOLVED, that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, the Portage County Prosecutor's Office and the Department of Budget and Financial Management, and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

*	*	*	*	*
RESOLUTION NO. 23-0580	-	RE:	RESOLUTION AUTHORIZING THE NECESSARY PROPERTY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR AT RATES ESTIMATED BY THE COUNTY AUDITOR AND APPROVED BY THE COUNTY BUDGET COMMISSION - ORC 5705.34 FOR FISCAL 2024.	

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following

Bridge Project 131; and

WHEREAS, the County Auditor has assigned Fund Number 4264 to the Newton Falls Bridge Project 131; now therefore be it

RESOLVED, that Fund 4264, Newton Falls Bridge 131 be created; and be it further

RESOLVED, that a certified copy of this resolution be filed with the Portage County Auditor, the Portage County Engineer, and the Department of Budget and Financial Management; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

* * * * *

RESOLUTION NO. 23-0582 - RE: CREATE FUND 4265 – OLD FORGE BRIDGE

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

WHEREAS, it has become necessary to create a new fund in order to properly control the processing of financial related transactions related to the Old Forge Bridge Project; and

WHEREAS, the County Auditor has assigned Fund Number 4265 to the Old Forge Bridge Project; now therefore be it

RESOLVED, that Fund 4265, Old Forge Bridge be created; and be it further

RESOLVED, that a certified copy of this resolution be filed with the Portage County Auditor, the Portage County Engineer, and the Department of Budget and Financial Management; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section

121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

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RESOLUTION NO. 23-0583

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**RE: ENTER INTO A SEPTIC ASSISTANCE
PROGRAM AGREEMENT BETWEEN THE
PORTAGE COUNTY BOARD OF
COMMISSIONERS, THE PORTAGE COUNTY
REGIONAL PLANNING COMMISSION AND
PAGS EXCAVATING INC FOR A SEPTIC
SYSTEM REPLACEMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

- WHEREAS,** an agreement was entered into between the Portage County Board of Commissioners and the Portage County Regional Planning Commission for the purpose of administration and coordination as it relates to the execution of the responsibilities of the Storm Water Septic Assistance Program, and
- WHEREAS,** the Portage County Regional Planning Commission and the Portage County Health Department have determined that the septic system owned by Larry Brumit Jr., 4543 Sandy Lake Road, Ravenna, Ohio 44266 qualifies for replacement under this program, and
- WHEREAS,** Pags Excavating Inc, a licensed and certified contractor in the State of Ohio to install and remove home septic tank systems and related activities, has submitted an estimate to replace said septic system at a cost of \$9,500.00, now therefore be it
- RESOLVED,** that the Board of Commissioners agrees to enter into an agreement with the Regional Planning Commission and Pags Excavating Inc in the amount of \$9,500.00 to perform the agreed upon services; and be it further
- RESOLVED,** that payment for said services will be paid out of Fund 6800 Storm Water; and be it further
- RESOLVED,** that a certified copy of this resolution shall be forwarded to the Portage County Engineer, the Portage County Regional Planning Commission and the Portage County Health Department; and be it further

**RESOLUTION NO. 23-0585 - RE: SET THE REQUEST FOR PROPOSAL DATE
FOR INSTITUTIONS ELIGIBLE FOR
CONSIDERATION AS PROCUREMENT
CARD ISSUERS.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

- RESOLVED,** that the request for proposal specifications for institutions eligible for consideration as Procurement Card Issuers be and hereby are approved; and be it further
- RESOLVED,** that sealed proposals, therefore, will be accepted by the Portage County Director of Internal Services, Portage County Administration Building, 449 South Meridian St., (Entrance on Chestnut Street), Ravenna, Ohio until 12:00 p.m. on October 20th, 2023; and be it further
- RESOLVED,** that the notice of receiving proposals shall be published in the Record Courier on October 6th, 2023 and a copy thereof be posted on the bulletin board of the Board forthwith; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

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**RESOLUTION NO. 23-0586 - RE: ACCEPT HONEY CHUCK LANE IN THE
COUNTRY VIEW SUBDIVISION, PHASE 6, IN
BRIMFIELD TOWNSHIP, PORTAGE
COUNTY.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

- WHEREAS,** the following road in **BRIMFIELD TOWNSHIP** has been built in accordance with the specifications for allotment roads of Portage County, and has gone through a one year maintenance period:

T.H. 1199

Honey Chuck Lane

; and

- WHEREAS,** the Portage County Engineer has agreed to accept this road as identified above, and
- WHEREAS,** the Brimfield Township trustees were notified, via an August 29, 2023, correspondence from the Portage County Engineer, that the Portage County Engineer was preparing to recommend the Board of Portage County Commissioners accept this newly constructed road in Brimfield Township; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners accept this newly constructed road in Brimfield Township as identified above; and be it further
- RESOLVED,** that the acceptance of this road makes **BRIMFIELD TOWNSHIP** responsible for their maintenance effective October 5, 2023, and be it further
- RESOLVED,** that the Clerk of this Board be and is hereby directed to file a certified copy of the above Resolution with the Portage County Engineer, and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public in compliance and accordance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

* * * * *

RESOLUTION NO. 23-0587 - RE: SET PROPOSAL DATE FOR THE REQUEST FOR QUALIFICATIONS FOR PROFESSIONAL SERVICES FOR A MULTI-YEAR ASSET MAINTENANCE PROGRAM FOR WASTEWATER TREATMENT TANKS LOCATED IN PORTAGE COUNTY FOR THE PORTAGE COUNTY WATER RESOURCES DEPARTMENT.

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

- RESOLVED,** that the specifications for receiving proposals for the request of professional services for a multi-year asset maintenance program for wastewater treatment tanks located in Portage County for the Portage County Water Resources Department be and hereby is approved; and be it further
- RESOLVED,** that sealed proposals, therefore, will be accepted by the Portage County Director of Internal Services, Portage County Administration Building, 449 South Meridian St., (Entrance on Chestnut St.) Ravenna, Ohio until 2:00 p.m., E.S.T., on November 1st, 2023; and be it further
- RESOLVED,** that the notice of receiving bids shall be published in the Record Courier on October 10th, 2023 and a copy thereof be posted on the bulletin board of the Board forthwith; and be it further
- RESOLVED,** it is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

*	*	*	*	*
RESOLUTION NO. 23-0588	-	RE:	A RESOLUTION TO ACCEPT SEWER EASEMENT IN ROOTSTOWN TOWNSHIP, PORTAGE COUNTY, OHIO, IN RELATION TO <u>ROOTSTOWN COMMUNITY PARK SEWER EXTENSION</u>, PROJECT NO. RV-0 22-110-P.	

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

- WHEREAS,** Rootstown Township Trustees ("OWNER") will construct 1,542 linear feet of 8-inch sanitary sewer, 249 linear feet of 6-inch sanitary sewer, seven (7) sanitary manholes, and all necessary appurtenances to provide sanitary sewer service to the lots along Case Avenue and the Rootstown Community Park property, situated in the Township of Rootstown, Original Lot 15, Portage County, Ohio ("Project"); and
- WHEREAS,** the Owner and the Board of Commissioners have or will enter into a General Sewer Agreement, regarding construction of the Project, and

setting the terms by which the Owner is to convey the Project to the Board to own, operate and maintain; and

WHEREAS, it is necessary for the Board of Commissioners to be granted a certain easement for future construction, maintenance and operation of the Project including the right of ingress and egress located on, over, across and/or through a portion of property owned by the Rootstown Township Trustees, part of permanent parcel numbers 32-015-00-00-031-002 and 32-015-00-00-034-002, ("Sewer Easement"); and

WHEREAS, the Portage County Sanitary Engineer recommends acceptance of the Sewer Easement signed by the Rootstown Township Trustees on the 26th day of September, and the legal description thereof; now therefore be it

RESOLVED, that this Board hereby accepts the recommendation of the Sanitary Engineer and agrees to the terms of the Sewer Easement and directs it be submitted for recording in the Portage County Records; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

*	*	*	*	*
RESOLUTION NO. 23-0589	-	RE:	A RESOLUTION AUTHORIZING THE PORTAGE COUNTY WATER RESOURCES DEPARTMENT TO PREPARE AND SUBMIT ON BEHALF OF THE PORTAGE COUNTY BOARD OF COMMISSIONERS AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT PROGRAM AND TO EXECUTE CONTRACTS AS REQUIRED FOR PROJECT NO. MV-0 (21-190), VILLAGE OF MANTUA WASTEWATER TREATMENT PLANT HEADWORKS & ELECTRICAL IMPROVEMENTS, FOR THE VILLAGE OF MANTUA PUBLIC SEWER SYSTEM IN PORTAGE COUNTY	

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following

resolution be adopted:

- WHEREAS,** this Board by Resolution No. 74-78, adopted April 11, 1974, established Portage County Regional Sewer District, hereinafter called the "SEWER DISTRICT"; and
- WHEREAS,** Resolution No. 74-204, adopted September 5, 1974, established the general plan of water in the SEWER DISTRICT; and
- WHEREAS,** Resolution No. 20-0809, adopted December 17, 2020, Portage County became the owner and operator of the Village of Mantua Public Sanitary Sewer System; and
- WHEREAS,** this Board by Resolution No. 22-0101, adopted on February 10, 2022 approved the preparation of plans, specifications, estimate of cost for the MV-0 (21-190) Mantua Wastewater Treatment Plant Headworks and Electrical Improvements, hereinafter called the "PROJECT"; and
- WHEREAS,** the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvement to public infrastructure; and
- WHEREAS,** the Board is planning to make capital improvements to the Village of Mantua Public Sanitary Sewer System through the PROJECT; and
- WHEREAS,** this Board authorized the Portage County Water Resources Department to submit a pre-application to the OPWC District 7 for Round 38 grant funding for the PROJECT through Resolution No. 23-0308; and
- WHEREAS,** the PROJECT is to be recommended for funding to the District 7 Integrating Committee; and
- WHEREAS,** the PROJECT will be financed through the Ohio EPA WPCLF program paid for through a surcharge; and
- WHEREAS,** Portage County has adequate funds in Fund 5324 to pay the Ohio EPA loan fee, the local share for the PROJECT, and
- WHEREAS,** the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs, and therefore be it
- RESOLVED,** that this Board authorizes the President of the Board or his/her designee to apply for the OPWC for funds as described above; and be it further
- RESOLVED,** that as the County Auditor is authorized to enter into any agreements as

may be necessary and appropriate for obtaining this financial assistance;
and be it further

RESOLVED, that the Director of the Water Resources Department can authorize the County Engineer to submit PROJECT information in the OPWC WorkWise web portal; and be it further

RESOLVED, that the Clerk of this Board is hereby authorized and directed to file a certified copy of this Resolution with the County Auditor and the Department of Budget and Financial Management within fifteen days after its adoption; and be it further

RESOLVED, it is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

*	*	*	*	*
RESOLUTION NO. 23-0590	-	RE:	ADOPTING REVISED RULES AND REGULATIONS GOVERNING THE CONSTRUCTION MAINTENANCE, OPERATION, USE AND PROTECTION OF SANITARY SEWER SYSTEMS AND THE WATERWORKS SYSTEMS IN THE PORTAGE COUNTY REGIONAL SEWER DISTRICT AND STREETSBORO REGIONAL SEWER DISTRICT NO. 4.	

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

WHEREAS, this Board, by Resolution No. 12-0552, adopted June 19, 2012, modified Item 1401 by Resolution No. 12-1071 adopted December 04, 2012, modified Item 1010 by Resolution 17-0937, adopted December 14, 2017, modified Items 1009, 1300, 1402, 1403 and 1406, by Resolution No. 19-0757, adopted on October 17, 2019, modified Item 1405, by Resolution 20-0791 adopted December 17, 2020, modified Items 1009, 1010, 1300, 1401, 1402, 1403, 1405 and 1406, by Resolution No. 21-0094 adopted February 4, 2021, modified Items 1405 and 1406, by Resolution No. 22-067 last modified items 1405, 1406, and 1406 adopted the rules and regulations for

the construction, maintenance, operation, use and protection of sanitary sewer system and waterworks systems under the jurisdiction of the Board, herein after called "RULES"; and

WHEREAS, it necessary to amend the RULES to increase charges for the use of the sanitary sewer and waterworks systems; and

WHEREAS, the following RULES are new: Item 1405, Item 1406, and Item 1407; now therefore be it

RESOLVED, that this Board repeals Resolution 22-067 and adopts RULES Item 1405, Item 1406 and Item 1407 in its entirety, and it shall take effect and be in full force on January 1, 2024, and be it further

RESOLVED, it is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

*	*	*	*	*
RESOLUTION NO. 23-0591	-	RE:	EXECUTION OF THE 2024/2025 SUBGRANT AGREEMENT BETWEEN THE OHIO DEPARTMENT OF JOB AND FAMILY SERVICES AND PORTAGE COUNTY JOB AND FAMILY SERVICES WHO SERVES AS FISCAL AND ADMINISTRATIVE AGENT FOR THE FAMILY AND CHILDRENS FIRST COUNCIL.	

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

WHEREAS, the Portage County Commissioners recognizes the appointment of Portage County Job and Family Services as the Fiscal and Administrative Agent for the Portage County Family and Children First Council, and

WHEREAS, The Ohio Department of Job and Family Services (ODJFS) does request that Portage County Job and Family Services sign the subgrant agreement that establishes guidelines relevant to the Stephanie Tubbs Jones Child Welfare Services Program, and

- WHEREAS,** the agreement has been reviewed and legally approved by the Portage County Prosecutor's Office, and
- WHEREAS,** the agreement will be in effect upon signature of the ODJFS Director through June 30, 2025, unless this agreement is suspended or terminated prior to the expiration date, and now therefore be it;
- RESOLVED,** that the Board of Commissioners authorizes Portage County Job and Family Services to act as the Fiscal and Administrative Agent for the Family and Childrens First Council pursuant to the 2024/2025 Subgrant Agreement with Ohio Department of Job and Family Services and further authorizes the Director of Portage County Job and Family Services to execute the Subgrant agreement with the Ohio Department of Job and Family Services.
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

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Journal Entries:

In accordance with Section 305.30 of the Ohio Revised Code and this Board's Resolution 21-0396, Part 9(I), the Board of Commissioners acknowledges and approves the County Administrator's approval to:

1. Authorize to promote Bernadette Walker to JFS Supervisor, Child Support Division for Portage County Job & Family Service to be effective as of Monday, October 16, 2023.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea;
Motion Carries
2. Authorize the three-day internal posting of the full time Child Support Specialist for Portage County Job & Family Services with external posting if no internal appointment is made.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;

Commissioner Badalamenti, Yea;
Motion Carries

3. Authorize to hire Hannah McCune to Eligibility Specialist, Public Assistance Division for Portage Job & Family Service to be effective as of Monday, October 16, 2023. The Board of Commissioners agrees that this hire is contingent upon the applicant passing the required pre-employment screenings.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
 Commissioner Badalamenti, Yea;

Motion Carries

4. Approve anniversary/probationary step increase for the following non-bargaining employees:

- McKenzie Villatoro ~ EMA
- Susan Lynn ~ HR

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
 Commissioner Badalamenti, Yea;

Motion Carries

5. The Board of Commissioners authorizes the submission of the Lead Safe Ohio Grant Application to the Ohio Department of Development for \$975,000.00, for the purpose of Lead Safe Renovations, Lead Abatement, Lead Cleaning and Administration, for Portage County owner occupied households prioritizing those at or below 80% Area Median Income, as presented by Neighborhood Development Services Inc. Documents reviewed by the Department of Budget and Financial Management with no exceptions noted.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
 Commissioner Badalamenti, Yea;

Motion Carries

6. The Board of Commissioners signed the Partial Release of Mortgage, releasing from the lien and operation of a certain mortgage from Portage Homes III Project for the property located at 6748 Garfield Road Ravenna, OH 44266, in the amount of \$100,000.00 in the original investment and with accrued interest totaling to \$216,987.00, in Portage County records as Instrument Number 200716587, as presented by Neighborhood Development Services. Portage County will receive \$9,863.05 from the proceeds of the sale.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
 Commissioner Badalamenti, Yea;

Motion Carries

7. The Board of Commissioners signed the Partial Release of Mortgage, releasing from the lien and operation of a certain mortgage from Portage Housing II Project for the property located at 312 Washington Street Ravenna, OH 44266, in the amount of \$100,000 in the original investment and with accrued interest totaling to \$238,021.00, in Portage County records as Instrument Number 200217188, as presented by Neighborhood Development Services. Portage County will receive \$11,901.05 from the proceeds of the sale.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea;

Motion Carries

8. The Board of Commissioners signed the Partial Release of Mortgage, releasing from the lien and operation of a certain mortgage from Portage Housing I Project for the property located at 1600 Artemis Drive Kent, OH 44240, in the amount of \$110,000 in the original investment and with accrued interest totaling to \$365,192.00, in Portage County records as Instrument Number 201515521, as presented by Neighborhood Development Services. Portage County will receive \$15,216.33 from the proceeds of the sale.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea;

Motion Carries

In accordance with Section 305.30(K) of the Ohio Revised Code and this Board's Resolution 21-0396 and this Board's Resolution 21-0878, the Board of Commissioners acknowledges and approves the County Administrator's approval to:

9. Direct the Auditor's Office to pay/process the September 28, 2023 bills/ACH payments, wires, journal vouchers and then & now's, as applicable, contingent upon the verification of the reports as presented by the County Auditor and reviewed by the Department of Budget and Financial Management.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea;

Motion Carries

Expenditure Review		
County Funds: (0001 – 8399)		
Bill Payment and ACH list totaling:		
Bill Payment list	\$1,652,925.26	(Includes late fees of: \$0)
ACH/Neil Group of	\$0	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$507,666.52	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$4,330.61	
Journal Vouchers totaling:	\$660.83	
Then and Now list totaling:	\$244,450.89	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

10. Process the September 28, 2023 budget amendments as reviewed and recommended by the Department of Budget and Financial Management.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea;

Motion Carries

11. The Board of Commissioners authorize and allow the exemption of Parcel #23-035-10-00-033-000, owned by Deborah L. Fejedelem on Glenwood Drive in Mantua, based upon the Contiguous Common Ownership reduction Rule and remove all future stormwater fee assessments as requested by the County Engineer's Office. The Board of Commissioners authorizes the reimbursement overpayment of the storm water utility fees from the last billing period, for the above-mentioned parcel, in accordance with Resolution 10-0776, item 2 as requested by the County Engineer's Office.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea;

Motion Carries

12. The Board of Commissioners acknowledged the receipt of the September 26, 2023 Certificate of the County Auditor that the Annual Appropriations from each fund does not exceed the Amended Official Certificate of Estimate Resources for the fiscal year beginning January 1, 2023.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;

Commissioner Badalamenti, Yea;
Motion Carries

13. The Board of Commissioners acknowledged the receipt of the September 29, 2023 Certificate of the County Auditor that the Annual Appropriations from each fund does not exceed the Amended Official Certificate of Estimate Resources for the fiscal year beginning January 1, 2023.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea;

Motion Carries

14. The Board of Commissioners acknowledged receipt of the September 26, 2023 Amended Certificate of Estimated Resources for the year beginning January 1, 2023 as submitted by the Portage County Budget Commission.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea;

Motion Carries

15. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for September 11, 2023 through September 17, 2023 as presented by Chief Dog Warden David McIntyre.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea;

Motion Carries

16. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for September 18, 2023 through September 24, 2023 as presented by Chief Dog Warden David McIntyre.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea;

Motion Carries

17. The Board of Commissioners approved the September 2023 adjustments to the Portage County Water, Portage County Sewer, and Streetsboro Sewer billing accounts as reported on the adjustment reports submitted and reviewed by the Department of Budget and Financial Management.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea;
Motion Carries

18. The Board of Commissioners acknowledged the receipt of the September 28, 2023 correspondence from GL Housing and Construction, notifying the Board that Bobeck Funding II, LLC plans to be the general partner and managing member of a residential rental development located in or within a one-half mile radius of the Commissioners' political jurisdiction and will submit an application to utilize the multifamily funding programs of the Ohio Housing Finance Agency (OHFA) for the development of this property.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea;

Motion Carries

19. The Board of Commissioners agrees to approve leave without pay for Brittanny Kirksey at Job & Family Services Department from September 15, 2023, through January 11, 2024.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea;

Motion Carries

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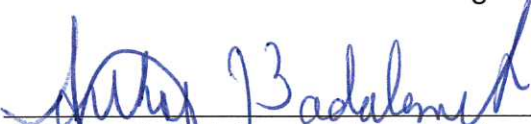
*

Motion: by Commissioner Tinlin, seconded by Commissioner Badalamenti that the Board adjourns the Meeting of **October 5th, 2023 at 11:01 AM.**

All in Favor: Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;
Commissioner Christian-Bennett, Yea;

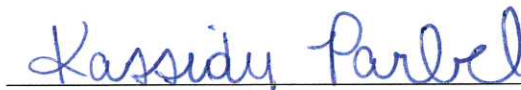
Motion Carries

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of **October 5th, 2023.**


Anthony J. Badalamenti, President


Sabrina Christian-Bennett, Vice President


Mike Tinlin, Board Member


Cassidy Parbel, Clerk