



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 12th, 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 Barb Tittle.

1. The Board of Commissioners approves the October 5th, 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

DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: Director Jackie Petty

Discussion:

1. *FY 2024 Cash Match to support Ohio Small Business Development Center at Summit Medina Business Alliance.*

Director Petty states that she has one discussion item concerning the Summit and Medina cash match. It is a renewal of ten-thousand dollars if the Board agrees. The amount was budgeted for.

Director Petty gives a brief background: The Summit/Medina Business Alliance supports small businesses in the communities, and they are mostly supported by grants provided by the Small Business Administration and the Ohio Department of Development, but they also require cash matches from the communities that benefit from the services.

Commissioner Christian-Bennett states that Susan McGann who is the business advisor for the Small Business Development Center at Summit Medina Business Alliance, Inc. is the contact person who works with the small businesses in Portage County. She was stationed out of Kent State, before the office was moved to Akron. She is a Portage County resident and has

experience working with local organizations such as NDS and the banks, on getting SBA information out to the public. Assistance while applying for loan services are free to small businesses. Director Petty states that it is an agent to grow and help small businesses.

Commissioner Badalamenti asked about the consulting group that they had paid to engage small businesses and whether they are affiliated with this group. Administrator Crombie verified the name: Retail Strategies. This is different. Retail Strategies works with already established businesses while this organization works with businesses in the development phase.

Commissioner Tinlin asked how the funds are advertised because he has never heard of it. Director Petty states that they push out opportunities for loans and if you are applying for a loan, it will direct you to the Small Business Administration for assistance while applying for the loan. She will bring forward a Journal Entry or Resolution next week for approval.

Administrator Crombie suggested putting a link on the website to direct the interested parties. Commissioner Badalamenti stated that he is unfamiliar with a lot of the new, available opportunities to small businesses.

Journal Entries:

1. The Board of Commissioners authorizes President, Anthony J. Badalamenti, to sign the Application for Federal Assistance SF424 form for the Department of Transportation Phase I SMART (Strengthening Mobility And Revolutionizing Transportation) Grants Program, as presented 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

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:

2. Direct the Auditor's Office to pay/process the October 5, 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	\$1,006,095.73	(Includes late fees of: \$52.48)
ACH/Neil Group of	\$192.82	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$289,453.72	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$4,496.41	
Journal Vouchers totaling:	\$106,648.76	
Then and Now list totaling:	\$147,182.63	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

- Process the October 5, 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

Resolution:

- The Board of Commissioners authorizes the application to the Ohio Department of Aging, for the Healthy Aging Grants Program./Resolution No. 23-0592

Commissioner Christian-Bennett asked if we were on target to apply for the grant by Friday. Director Petty confirmed that she has been working with Director Jeffries and that everything should be good.

INTERNAL SERVICES

Present: Director Shannon Kautzman

Discussion:

1. Project Updates

- The Administration Building – No leak was found when digging out the planter next to the Building Department. Holes were placed in the bottom of the planter to see if anything came out during the rain. It still hasn't been confirmed where the leak is coming from, so process of elimination is being used. They are looking into the issue being a disconnected vent pipe. It is possible the rain is coming from here, so it is being plugged to see.

- Approval came in from the City of Ravenna for the plans for the Maintenance Garage repairs, and that will start the week of October, 16th.
- There is an additional issue with the Annex Building: The LULA elevator has stopped working and it is unknown if it is repairable, possibly needing to be replaced. Director Kautzman asks the Board if they still want a triple occupancy for the Daycare, the Storage, and Office Space. The property will be uncompliant if the ramp is not completed, and now there is not an operating elevator. She states that she is at a standstill. The HVAC is being upgraded and the basement is being waterproofed with the current bid.

Commissioner Christian-Bennett thinks that the elevator is not needed due to the building being 3 floors.

Director Kautzman states that due to the occupancy that was planned they need either a working elevator or a ramp. But she also cannot have an elevator that is not working, and it will need to be taken out of service. It is not ADA compliant, and it was mentioned that at one point there was an individual at the Prosecutor's Office who needed assistance. Because it is a new occupancy you must be complaint, especially if it is going to be a daycare. The stairs still need to be sandblasted and painted. That will be around \$6,000. She can have the city verify to the architect in writing what is required. She is at a standstill also because there will not be a ramp for the daycare either. Do the Commissioners want her to revisit this when she comes back? Commissioner Badalamenti states yes and that he would like to hit the brakes on this project. It is way more than any of them thought it would be. Commissioner Tinlin agrees. Commissioner Christian-Bennett states that even if the Daycare doesn't work out in that location, there may be other interested parties in the site. It might be a simple solution, in the short term, for Judge Giulitto. It is a possible option.

She also asked that Director Kautzman verify whether the elevator will be needed if the building is under four stories. Director Kautzman will clarify and wants to know if the consensus with the Commissioners is that the building only contains storage and office space for now, and not triple occupancy. They agree.

- The Masonry walls are starting to form, and the rough plumbing is being constructed at the EMA building addition.
- There is a bid date for construction for the MARCS Radio Towers for November 8th.
- The Juvenile Court layout is being reconfigured. The set up was not sufficient to see the witnesses or the bailiff from the judge's bench. Commissioner Badalamenti asked why this wasn't caught beforehand? It was fine on paper when it was set up. The architect stated that it was sufficient to what the specifications were. The problem is being resolved. If it requires additional funds, they will come from the contractor. The judge and the contractor discovered the issue; a meeting was held, and Director Kautzman thinks that everyone is on the same page. The architect will re-draw the plans and the judge

will confirm that they are correct. It is a matter of moving the witness stand to one side and moving everything back.

- The project is complete for the Dispatch Center other than the HVAC hookup to the computer system.
- The Ravenna Courthouse parking lot's low areas are being repaired and the landscaping starts next week. Two sets of stairs will be added, and a handicap ramp will be poured. Landscaping needs to be completed first due to pitch and the addition of a retaining wall.
The Commissioners feel that it looks nice, and it has curb appeal.
- The Probate Court office renovations are three quarters complete and scheduled to be finished by mid-November.
- The Riddle Block roof replacement is to begin the week of October 16th, and they still believe they will make the November deadline, with the weather permitting. The same location also has a completion ETA of November for the final curbs to be poured for the HVAC.

2. *Quarterly Update*

Director Kautzman started with a breakdown of the completion of projects since last quarter.

- The main hall and staining of the replacement doors of the Administration Building.
- The sidewalks behind the Maintenance Garage have been removed.
- The old Engineer site is done.
- The Prosecutor's Office HVAC and IT closet have been complete.
- The roof, entrance and the turn-around at the Records Center have been replaced.
- Maintenance has had 1,120 facility requests. On average there are usually 1,200-1,400 per year for all buildings. Claire is becoming more comfortable with the everyday tasks of Maintenance. It is a long process to understand with the different buildings that are included.
- Director Kautzman stated that they are still down one maintenance staff, depending on the Sheriff and if they hire someone for out at the jail.
- Purchasing and Mailroom – The amount of mail that has currently gone out is approximately 264,960 pieces. There are 500,000 - 600,000 pieces a year. With the election coming up she is sure that it will go up significantly.
- There have been approximately 1,600 deliveries where last year there were around 2,010. There have been a lot of orders coming in.
- DocuSign contracts total to around 542 that have gone out to date. On average there are around 400-450 contracts per year.
Commissioner Christian-Bennett commented on how she likes DocuSign.
- There have been approximately 6,582 Purchase Orders to date. Last year there were 7,600.
- There have been 346 phone responses for Patty. Patty works with all the POS and all of the phones.
- The quarterly goals that Director Kautzman developed last quarter are:

- To create a purchasing/processing manual. It is in the process with a resolution being brought forward next week. A lot of departments' policies were needed before it could be created and finalized.
- To clean up the Dock area and make it more organized. Director Kautzman reports that it looks fantastic, and a future goal might be to paint the flooring area.
- She would like to have a barcoding system. She foresees this happening next year, so Mike is not handwriting everything.
- The Print Shop and Microfilm Center's roof was replaced, entrance and drive were replaced. It looks a lot better. 4,849 are held there by Glenn Cooper and Kayleigh Shaffer. Kayleigh has started keeping a spreadsheet, so they know how many records are transported daily. The printshop produces 200-350 prints a year with it being 220 for the current year.

The Commissioners commend Director Kautzman for her work and organization.

Resolutions:

1. The Board of Commissioners approves specifications and set the bid date for professional security services./Resolution No. 23-0593
2. The Board of Commissioners approves specifications and set the bid date for providing emergency and specialized construction services for the Portage County Water Resources Department. /Resolution No. 23-0594
3. The Board of Commissioners agrees to set the Request for Proposal date for Foster and Adoptive Initial Home Assessment Services for the Portage County Department of Job & Family Services./Resolution No. 23-0595
4. The Board of Commissioners agrees to enter into a Septic Assistance Program agreement with the Portage County Regional Planning Commission and Clonch & Sons Excavating for a septic system replacement./Resolution No. 23-0596
5. The Board of Commissioners agrees to enter into a subgrant agreement with Portage County Job & Family Services and Family & Community Services, Inc. to provide Ohio Early Intervention Service Coordination and Outreach Services./Resolution No. 23-0597
6. The Board of Commissioners accepts the contract modification No. 2 to the engineering agreement between Prime AE Group and Portage County for providing professional design services for the project known as the Ravenna Road Bridge Replacement (FRA 248 CH145G), located over the Norfolk Southern Railway in Franklin Township, Portage County, Ohio./Resolution No. 23-0598
7. The Board of Commissioners designates and authorizes an official to submit an Ohio Public Works Commission (OPWC) Infrastructure Program Round 28 FY-25 Grant Application and execute contracts for the Portage County Engineer for the project known as Judson Bridge Rehabilitation./Resolution No. 23-0599

8. The Board of Commissioners designates and authorizes an official to submit an Ohio Public works Commission (OPWC) Infrastructure Program Round 38 FY25 Grant Application and execute contracts for the Portage County Engineer for the project known as Industry Road Resurfacing./Resolution No. 23-0600
9. The Board of Commissioners agrees to enter into a Roadway Use and Maintenance Agreement (RUMA) with American Transmission Systems, Inc. to construct Darrow-Streetsboro 69KV Transmission Line Program and rebuild the Darrow-Streetsboro 69KV Transmission Line Project in certain portions of Portage County./Resolution No. 23-0601
10. The Board of Commissioners approves and authorizes the execution of the agreed judgment entry in the matter of the dissolution of the Portage County Regional Airport Authority and the transfer, conveyance and assignment of all Portage County Regional Airport Authority real property, personal property and all agreements to the Portage County Board of Commissioners (Common Pleas Court Case No. 2023 CV 00741)./Resolution No. 23-0602

COMMUNITY ACTION COUNCIL

Present: Executive Director David Shea

Discussion:

Community Service Block Grant Application for the calendar years 2024-2025.

Executive Director Shea wanted to address the Board as he does every couple of years and make them aware of what his organization is up to. One reason has to do with the Community Services Block Grant that is applied for every two years. Community Action Council is one of the only nonprofit agencies in the country that is funded directly through Congress. He believes that the grant has a lot of bipartisan support even though the environment could be viewed as dicey. Two allies of the Community Services Block Grant are Congressman Tom Cole and Congresswoman Elise Stefanik. Executive Director Shea describes them both as diverse. He is happy about the support but expects that some funding cuts may occur. He previously sent the Commissioners some information regarding what the organization's plans are for the next two years. He says that if there is any way that they can assist the County, to let them know. Executive Director Shea is expecting a budget of around 12 million for the next 2 years. They are expecting to implement 36 new programs in about 5 different areas. A part of the process is the completion of a Community Needs Assessment that Executive Director Shea helped United Way with. He helped with the critical strategies in terms of all the critical needs of the community. A community needs survey was previously given to the Commissioners.

Commissioner Christian-Bennett stated that this survey has been added to the TVs in the building and it can be accessed through a scannable QR code. The survey is relatively basic in hopes that it will be completed by community members.

Commissioner Christian-Bennett wanted to commend the CAC and the work that they do and the help that they provide the residents of Portage County including rent assistance and food

programs for school aged children during the summer months. The HEAP program which aids in heating and air conditioning also follows under the organization.

Executive Director Shea states that they try to focus on a twofold area. He states that the War on Poverty is more like a series of battles. For example: 50 years ago, the War on Poverty was thought to be counteracted by the possibility of bringing water and sewer to the Skeels McElrath communities. As time goes on adjustments need to be made to certain things that are happening in the community. Twenty years ago, the Needs Assessment concluded that the biggest issue was transportation. Now it is down to the eighth or ninth issue. Historically the top three needs in the county have remained the same over the last ten years. Housing, Food, Utilities. The analysis is not completed but the consensus is that the most prevalent problem is housing. There was a study that was concluded by the Censes that Portage County has the 2nd highest housing burden in the state. This refers to the cost of rent/mortgage, utilities, home repair, maintenance, and taxes. When all these factors are put together Portage is 2nd in the state. The wealthiest county is Delaware with the second being Geauga. The CAC expects to serve around 25,000 families over the next two years and they are looking at the needs of the citizens to design programs for the lacking areas. Senior car repair is an issue that is being investigated and car repair with educational or employment outcomes. They are working with private businesses to try and develop a plan of action.

Regina Holliday, who is the rent relief specialist at the CAC and was hoping to be present but was pulled away to work with a family in the Northern part of the county. Her work pertains to one of the main goals, which is to keep seniors in their homes. The individual in question is a single, senior, female who has a monthly income of \$1,200 a month. They can help her stay in her home and they can provide her with economic security. The organization is currently receiving a lot of back-lash due to denials. This is due to the Covid funding being almost depleted. Federal guidelines state that there must be a Covid impact for funds to be disbursed and as time goes on that is getting harder to prove for individuals. The philosophy of the organization has been morphed a little bit as they know some people will work toward self sufficiency but not everyone can become self-sufficient. There is some Housing Authority money that is going away in June. Executive Director Shea is hoping to use some of these funds to help seniors with property tax relief, and to keep them in their homes. He tells the Commissioners that if the CAC has anything that they can help with, to let him know.

ENGINEER

Present: Portage County Engineer Larry Jenkins, and Soil and Water Conservation District Engineer Eric Long

Discussion:

1. Harper Ditch flooding involving Coit Road.

Mr. Jenkins and Mr. Long are here to address the redundant flooding issue around Coit Road. It has only been since late August that there has been an issue significant enough to impact the road network. They have brought forth a presentation that highlights some of the key factors with discussion as to what the next steps could be. There are half a dozen road closures that occur with a typical rain throughout the county. There is half a dozen that occur every year where they are forced to close the road until the water recedes and then it is re-

opened. There are 15-20 that are closed with heavy rains. Rarely are they in a situation where the water will not recede causing permanent closing of the road.

- Mr. Jenkins refers to the area in question which is between Infirmary Rd and State Route 303. There is a 500 ft. section of road that has been closed. The low point of Coit Road is where there is standing water. It flows to the North-East, under the Ohio Turnpike. The body of water is called Harper Ditch and has been around since the early 1900's.
- Mr. Jenkins shows historical topographical maps that show where an original swampland existed in 1905. This area of land has always been a wet area but has always drained.
- The flooded area is 4,300 feet from the turnpike. In the 1950's a 16' x 8' box culvert was installed under the turnpike. The elevation at that time was 83'5". There was about 8' of fall from the flooded area of Harper Ditch to the area of the culvert. Mr. Jenkins explained that it is a very flat area, and any impact will have major implications. Harper ditch keeps running to the Northwest and eventually ties into the Cuyahoga River.
- Coit Road is one and a quarter mile long, with travel from less than 250 cars a day. It is posted for a 20-ton load limit and it is finished with chip and seal. The road has been wet for so long and has been impacted by the swampy ground that the deterioration is noticeable.
- The water has continued to rise, even with the County counteracting the beaver activity. Subgrade repairs were made in 2017 and the overflow elevation was raised.
- Mr. Jenkins shows examples of the gradual rising of water over the years even after preventative measures were taken. The current issue involves the road being flooded continuously since September.
- A temporary road closure took place in August, following normal procedures. The signs were stolen. Currently there are permanent high-water signs at the location.
- The Engineer's office involved the Soil and Water Conservation District to go and investigate drainage issues at the location. Mr. Jenkins concluded that the water has been rising so much that the Engineering Department has exhausted all means of restoration for this section of Coit Road. It became a safety hazard that caused the forceable closure on September 29th.
- Commissioner Badalamenti asked that since water has impacted the area so greatly, what the integrity of the pavement is? Mr. Jenkins stated that with constant saturation, everything heaves and moves up and down. He doesn't feel that it could ever be fixed. It is a constant maintenance issue to keep the road open. There is not a good subgrade under it.
- Mr. Eric Long from Soil and Water took over the presentation. His department was asked to assess Harper Ditch. They wanted to determine that there wasn't beaver activity and other vegetative blockages occurring. No blockages were found throughout the length of the area in question when his department investigated.
- The culverts were examined on both the southern and northern sides of the turnpike. He did photograph numerous fallen trees, but they did not prevent the flow of water. Also, there is no recent beaver activity in the area. Mr. Long showed examples of where a property owner would access the back portion of their land with a bridge over Harper Ditch but is unable to currently due to flooding.

- Mr. Long gave clarification of what the elevation is. He also wanted to talk about another piece of the puzzle, which is the area north of the turnpike and the changes in that area that have occurred over the years.
- He went through area photography from 1937 through the present showing the drastic changes to the landscape. The ditch was originally put in for agriculture purposes and to give the water a place to go to make the land more useful. In 2010 a sand and gravel operation developed north of the turnpike. Culverts were added and over the years a meandering creek was re-routed around manmade lakes that serve the sand and gravel business. Mr. Long showed many examples of the areal views of the land and the changes that occurred.
- Commissioner Badalamenti asked if the manmade lake drains into anything. Mr. Long stated that eventually the lake drains to the north and not to the south or west into Harper Ditch.
- A meandering channel was put in and Harper Ditch, which used to flow to the west side of the lake now has been eliminated and replaced with more sand and gravel operations. The water has been rerouted in the opposite direction. The water has become much deeper than it was in the past.
- The Soil and Water Conservation District has not been able to investigate the channel that runs around the manmade lake. Mr. Long would like the opportunity to do so. Barb Tittle asked if the current slide was showing four large water reservoirs. Mr. Long stated that there are other bodies of water to the south and north of the one that is being referred to. Ms. Tittle states that the operation looks like they have grown to be huge. Mr. Long states that sand and gravel is a part of this section of the county, and it is prevalent. This operation looks big, but there is more in the area.
- Mr. Long clarified to the Commissioners that the water from Harper Ditch doesn't travel into the lake but travels around it. The water flows south to north. Commissioner Christian-Bennett states that it is reversed of what it used to be. Mr. Long shows that when the most recent channel was created, the water was rerouted and tied in at a different area.
- Mr. Long brings forth the question: What's next? He states that more information is needed. He hasn't had time to assess the meandering creek that goes around the lake at the sand and gravel operation. There are a lot of other things that need to be looked at. He states that there are flooding issues that have not been investigated yet that are north of the lake.
- Commissioner Badalamenti wanted to know what the effects are caused by the area being a lake rather than the water being absorbed into the land. Is this the cause? Mr. Long states that there are many factors that could have contributed. 800 acres of land are contributing to Harper Ditch.
- Commissioner Tinlin asked who Mr. Long is referring to when he says "they." Mr. Long states that it is the sand and gravel operation, but he doesn't know for sure, and doesn't know the procedures that were used to alter the area. He wants to reach out to them.
- Commissioner Tinlin states that after a conversation 3 or 4 weeks ago pertaining to the flooding of the road, he reached out to the Army Corps of Engineers, and the Chicago office has called him back. They have been out, and looked and felt that it is their

problem. 30 years ago, there was a contract to make repairs. He is speaking with a couple of individuals who should be coming out on the 17th, and they are making plans to fix it. He spoke with them on the phone the day before, and the office is stating that they can get the flow back to where it needs to be. Mr. Jenkins and Mr. Long think that is fantastic. The meeting is at 9 AM on Tuesday morning. Commissioner Tinlin states that the Army Corps of Engineers were very receptive and eager to help.

- Mr. Jenkins concluded that he feels the cause of Coit Road flooding is related to something that has happened north of the turnpike. He feels that what Commissioner Tinlin relayed to the Army Corps is completely true. Commissioner Tinlin stated that the Army Corps agreed and what they did 30 years ago is contributing to the problem that is occurring right now. He commends the County Engineers Department and Portage Soil and Water Conservation District for all their hard work.
- Commissioner Badalamenti would like Mr. Jenkins and Mr. Long to come back in a couple of weeks to give an update. Mr. Jenkins wanted to state that these things take time, and he wants the public to be aware that Coit Road will still be closed.

WATER RESOURCES

Discussion:

1. *Letters from Village of Mantua*

Commissioner Tinlin led the discussion by stating that he received a call from the Mayor of Mantua to meet with her and her solicitor. Several years ago, in 1992 or 1993, a bridge was replaced over the Cuyahoga River on State Route 44. The company performing the work couldn't get their supply vehicles southbound on 44 and was forced to drive 10 miles out of the way. A concrete bridge was constructed over Mats Road. The details of this construction are unknown. Commissioner Tinlin states that the County owns three-quarters of the bridge or the property that the bridge is located on. He shows a map of the property. The Village of Mantua has asked that the bridge is removed because it is unsafe. He is concerned that there is a wastewater treatment plant that is in the vicinity of the bridge. He wants to know if the bridge is utilized as access to the plant and what the Engineer thinks of the situation. He states that Mantua has filed for some grants for the purpose of the bridge's removal in the past and has been unsuccessful because they do not own it. There are other businesses in the area as well as their water facility. The area is growing, and the concern is safety. Filings were made regarding the construction of the bridge that were not completed properly. He asked the Mayor of Mantua to send a letter to the Engineer and the Water Resources Department to make them aware of the situation.

Mr. Jenkins responded with his thoughts. Generally, bridges in the area are maintained by the Village of Mantua. He stated that he is not prepared to answer all the questions but would give some insight. He wondered if Mats Road was a dedicated right of way. Commissioner Tinlin answered that it was not and that it was never pushed through. Permitting will be involved due to the bridge's location over the Cuyahoga River. He is not sure what all that entails. A demolition contractor can then be hired, and the pier may have to be removed in the river.

Commissioner Christian-Bennett and Commissioner Badalamenti asked questions pertaining to who will be paying for it. Commissioner Tinlin reiterated that it is on the County's property.

Mr. Jenkins states that there is no structural file number and no record of the structure. It is not on anyone's radar as a real bridge, yet it is there. He doesn't know how long the bridge has been there nor how long the road has been closed. Mats Road is a Village Road.

Commissioner Christian-Bennett asks who has been maintaining the bridge and is answered that no one has. She clarifies again that it is on the County's property. Mr. Jenkins states that he would advise seeking the advice of the Prosecutor's Office and figure out if there is an ownership issue. His office can advise on permitting and demo.

Commissioner Badalamenti asks if Mats Road dead ends? Yes, and it ties into State Route 44. It goes in between buildings and crosses the bridge and then goes around, but they do not exactly where to.

Director Blakely would like to point out that there is a water main line that goes under the Cuyahoga right next to the bridge.

Commissioner Tinlin wanted to keep everyone updated and will reach out to the Prosecutor's Office.

HUMAN RESOURCES

Present: Human Resources Benefits Coordinator Susan Lynn and WTW Client Manager Angela Wilhelm

Discussion:

1. Health Benefits Presentation

Ms. Angela Wilhelm introduced herself and stated that she works with Willis Towers Watson and helps the county each year with their medical and dental benefits. She and Benefits Coordinator, Susan Lynn, will look at some historical material and the cost projection for 2024 and some contribution modeling and finish with where the dental stands for 2024. A recap of last year is that medical and dental were put out to bid. It was determined to stay with Medical Mutual and to also stay with Delta Dental for the dental plan. Administration rates were 3.28% for 2023 and for 2024 they will increase another 2% and by 2025 another 2%. This is part of the 3-year contract. Medical Mutual did provide a \$100,000 administration credit. Stop-loss increased 30% for 2023 and there is a rate cap for 2024 of a little over 30%. The biggest change made to the medical is with the pharmacy benefit. The county moved to the Basic Plus Formulary. This involves increased pharmacy rebates that the County would receive back depending on prescriptions. Throughout January to August around \$660,000 have been received back in rebates. The County was one of the last to initiate any sort of controls. The controls should not be viewed as prohibiting people from taking needed drugs, rather making sure they are taking the right ones at the right time, and if there is a lower cost alternative that

is clinically equivalent, then it is tried first. Ms. Lynn states that out of the 17 million that will be spent in 2023 half the amount is due to pharmacy costs. Ms. Wilhelm states that there is a \$20,000 wellness fund to use in 2023 and again in 2024. Commissioner Badalamenti asked how much has been used out of the fund this year. Ms. Lynn states around \$12,000.

Delta Dental had a decrease in rates of 3% for 2023 with the agreement and the rates will remain the same for 2024. There will be a renewal in 2025 with no more than a 5.5% increase.

Total medical and pharmacy claims have increased during the time frame of January-June 2023. This is the time frame that is used when developing the projections for 2024. The total costs from January-June of this year are 7.7 million as compared to last year being 5.96 million. There has been a significant increase in claims. These amounts include all pharmacy and all medical claims. Stoploss renewal projections for 2024 are 31.52%. The experience period used for this amount was from June 2022 through May of 2023. There were 9 claimants that were over that stoploss deductible. 2 of those individuals expect to continue to have high claims. The forecast predicts an increase of 15.3% with no plan changes. For 2023 the Budget was a little over 17 million and the preliminary forecast predictions represent an increase of around 2.6 million. Ms. Wilhelm went into more detail about the pharmacy rebates and shows how the increase in rebates will benefit the bottom line.

A short discussion was had about the high costs that are given by the drug manufacturers and how they will not be going down. The three controls that are currently put in place are the bare minimum and other adjustments can be made.

Ms. Lynn states that she feels that it is best to take baby steps when placing limits. She says that the benefits are one of the things that sets the county apart from other employers. The plan is user-friendly and rich. Commissioner Badalamenti pointed out how this differs with private industry. It was mentioned how the private sector pays more, which counterbalances the better benefits and retirement offered by the public sector. It is an advantage for recruitment.

The Benchmarking that took place was in line with SERB (State Employment Relations Board) which the county participates in. Portage's deductible is a little better than the SERB benchmarks. The out-of-pocket maximum is on the lower side. Coinsurance is currently at 90% which means the plan picks up 90% and members pay 10%. Every other industry has an 80% benchmark according to Ms. Wilhelm. If adjustments wanted to be made, this is the area that it could come from.

Different plan design options are talked about and how things would add up if deductibles were increased and the savings that it would accrue. Increasing the deductibles would impact the individual and could be adjusted to impact those who utilize the plan a lot with less impact on the people that use the plan less.

Different modeling is gone over and how the different increases will affect the costs.

Commissioner Badalamenti asks how long a \$10 copay has been in place. Ms. Lynn stated since 2014, but it is a huge perk. The lowest paid employee can still afford to get healthcare. Being healthy and going to the med-centers rather than going to the emergency room is encouraged. Examples are given if the out-of-pocket maximum is increased, and the effects it would have.

If no changes are made there will be an increase as to what a single employee pays per pay period. No changes would result in an increase of \$46.04 to \$53.09. The county pays \$434.60 per person for a single employee and that would increase to \$501.25. Employees and the County would end up paying around 15.3% more each which equals to 2.4 million additional county dollars and \$283 in contributions from the employee per year. If the maximum out of pocket is increased to \$3,000/\$5,000, the County could lower this cost. It would be the difference between \$501.25 and \$498.05 per person. The co-insurance could be altered as well, but Ms. Lynn doesn't recommend making too many changes at once. It would be disruptive. A possible solution is to raise the maximum out of pocket now and then next year look at increasing the coinsurance.

Commissioner Christian-Bennett asks which option gives the biggest savings.

Ms. Wilhelm states that altering coinsurance and out of pocket bring similar results, but altering the coinsurance provides more benefit. Ms. Lynn states that she would recommend making changes to both areas because they kind of go hand in hand. The people who utilize the plan are going to pay a little more and the people who don't are not penalized for that. The current deductible is \$500.00.

Commissioner Badalamenti would like to think about this before he decides about changes to the plan. Ms. Lynn would like to start open enrollment any time now.

It is noted that there has been an increase in claims since Covid and WTW does build in about 3% margin due to unpredictable matters when they are forecasting for the next year.

MISCELLANEOUS

Journal Entries:

1. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for September 25, 2023 through October 1, 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

2. The Board of Commissioners acknowledged receipt of the October 2, 2023 notice from Faith Lyon and Theresa Nielsen, Portage County Board of Elections, requesting an

extension of their post-election office hours as directed by the Ohio Secretary of State's Office for the Ballot Cure Period as follows:

Wednesday, November 8	4:30 PM – 5:00 PM
Thursday, November 9	4:30 PM – 5:00 PM
Monday, November 13	4:30 PM – 5:00 PM

In addition, the Board of Elections has requested that a Sheriff Deputy be available for office security during the previously listed dates and times.

Friday, November 10	8:00 AM – 5:00 PM
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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 application and certificate for payment for the #6 final payment of \$3,158.93 for the 2022 Sewer Maintenance Program (Brimfield) BR-2 (22-100) to Lake County Sewer Co., Inc. as presented by the Water Resources Department.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

Resolutions:

1. The Board of Commissioners agrees to amend Resolution 23-0004: Appoint Sara Hoag as Acting Clerk in the absence of the Clerk of the Portage County Board of Commissioners for 2023 to include Sarah Metts as Acting Clerk and Sara Hoag as Alternate Acting Clerk./Resolution No. 23-0603
2. The Board of Commissioners amends Resolution no. 21-0672, dated November 1, 2021: authorizing Adult Probation to participate in the wage scale and step rate system currently used for full time and part time non-bargaining employees of those County departments under the Board of Commissioners' authority and for the elected officials/non-Commissioner departments./Resolution No. 23-0604

Commissioner Badalamenti confirms with Commissioner Tinlin where Mat Road is. A short discussion is had on what businesses are in the area, and who could have constructed the bridge.

Chief Dog Warden Dave McIntyre stopped in the Boardroom. He states that the painting is almost complete at his office, and they are cleaning and organizing.

Recess: 11:00 AM

Reconvene: 1:00 PM

JUDGE GIULITTO

1:00 PM In accordance with the Ohio Rev. Code 121.22(G)(6), it was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the Board of Commissioners move into executive session to discuss details relative to the security arrangements and emergency response protocols for a public body or a public office, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public body or public office. Also present: Judge Paula Giulitto, Administrator Michelle Crombie and Director Jackie Petty. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

1:40 PM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

After exiting executive session, the Board took no action.

A short discussion takes place of when there will be follow up regarding the previous executive session. The month of December is mentioned.

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**RESOLUTION NO. 23-0592 - RE: AUTHORIZE THE APPLICATION TO THE
OHIO DEPARTMENT OF AGING, FOR THE
HEALTHY AGING GRANTS PROGRAM.**

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

WHEREAS, HB 33 authorized and apportioned grant funds to the Ohio Department of Aging to be utilized by all Ohio counties; and

WHEREAS, the grant funds aim to address social determinants of health and foster an improved quality of life for older Ohioans; and

WHEREAS, the Portage County Department of Job and Family Services wishes to apply for the allocated amount of \$451,873.62; now therefore it be

RESOLVED, that the Board of Commissioners authorizes the Portage County Department of Job and Family Services to submit an electronic grant application to the Ohio Department of Aging for the Healthy Aging Grants Program; and be it further

RESOLVED, that the Board of Commissioners notes that the grant period begins Oct. 1, 2023 through Sept. 30, 2024, with a total grant award amount of **\$451,873.62 with no required General Fund match for a total Budget of \$451,873.62;** 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.

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RESOLUTION NO. 23-0593	-	RE:	APPROVE SPECIFICATIONS AND SET THE BID DATE FOR PROFESSIONAL SECURITY SERVICES FOR THE PORTAGE COUNTY BOARD OF COMMISSIONERS.	

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.

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**RESOLUTION NO. 23-0594 - RE: APPROVE SPECIFICATIONS AND SET BID
DATE FOR PROVIDING EMERGENCY AND
SPECIALIZED CONSTRUCTION SERVICES
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 bid specifications for receiving bids for providing emergency and specialized construction services for the Portage County Water Resources Department be and hereby are approved; and be it further

RESOLVED, that sealed bids, therefore, will be accepted by the Portage County Director of Internal Services, (South Chestnut St. Entrance), Portage County Administration Building, 449 South Meridian St., Ravenna, Ohio until 2:00 p.m., E.S.T. on November 8th, 2023; and be it further

RESOLVED, that the notice of receiving bids shall be published in the Record Courier on October 13, 2023, posted on the County's website 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. 23-0595	-	RE:	SET THE REQUEST FOR PROPOSAL DATE FOR FOSTER AND ADOPTIVE INITIAL HOME ASSESSMENT SERVICES FOR THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES.	

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 foster and adoptive initial home assessment services for the Portage County Job & Family Services Department 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 St.) Ravenna, Ohio until 2:30 p.m., E.S.T. on November 8th, 2023; and be it further

RESOLVED, that the notice of receiving proposals shall be published in the Record Courier on October 20, 2023 and a copy thereof be posted on the County's website and 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. 23-0596

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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 CLONCH & SONS EXCAVATING 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 Michael and Amanda Boyle, 3702 Tallmadge Road, Rootstown, Ohio 44272 qualifies for replacement under this program, and

WHEREAS, Clonch & Sons Excavating, 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 \$9,600.00, now therefore be it

RESOLVED, that the Board of Commissioners agrees to enter into an agreement with the Regional Planning Commission and Clonch & Sons Excavating in the

amount of \$9,600.00 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
- 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. 23-0597 - RE: ENTER INTO A SUBGRANT AGREEMENT BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF PORTAGE COUNTY JOB & FAMILY SERVICES AND FAMILY & COMMUNITY SERVICES, INC. TO PROVIDE OHIO EARLY INTERVENTION SERVICE COORDINATION AND OUTREACH SERVICES

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

- WHEREAS,** Portage County Job & Family Services is in need of Early Intervention service coordination services, evaluation and assessment for eligible infants and toddlers with disabilities, ages birth through age two (2) years, and their families in Portage County as well as Early Intervention child find outreach activities; and
- WHEREAS,** Family & Community Services, Inc. is willing and able to provide these services; and
- WHEREAS,** the Subgrant Agreement will be used to detail the terms of the relationship between the Portage County Department of Job & Family Services and Family & Community Services, Inc.; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby enter into a Subgrant Agreement between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and Family &

Community Services, Inc. with its principal place of business located at 705 Oakwood Street, Suite #221, Ravenna, Ohio 44266, for the period July 1, 2023 through June 30, 2024; and be it further

RESOLVED, that annual service under this agreement shall not exceed two hundred forty-five thousand nine hundred thirty-three and 44/100 dollars (\$245,933.44); and be it further

RESOLVED, that funding for this agreement will come from Job & Family Services fund 1412; 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. 23-0598 - RE: ACCEPT CONTRACT MODIFICATION NO. 2 TO THE ENGINEERING AGREEMENT BETWEEN PRIME AE GROUP AND PORTAGE COUNTY FOR PROVIDING PROFESSIONAL DESIGN SERVICES FOR THE PROJECT KNOWN AS THE RAVENNA ROAD BRIDGE REPLACEMENT (FRA 248 CH145G), LOCATED OVER THE NORFOLK SOUTHERN RAILWAY IN FRANKLIN TOWNSHIP, PORTAGE COUNTY, OHIO.

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

WHEREAS, Resolution No. 20-0087, adopted by the Portage County Board of Commissioners on February 6, 2020, authorized the Portage County Engineer to enter into an engineering agreement in the amount of **\$252,744.00** for providing PROFESSIONAL DESIGN services for the project known as the Ravenna Road Bridge Replacement (FRA 248 CH145G) located over the Norfolk Southern Railway in Franklin Township, Portage County; and

WHEREAS, Resolution No. 21-0777 accepted Contract Modification No. 1 to said engineering agreement which increased the original contract by \$2,481.00 to \$255,225.00; and

- WHEREAS,** additional engineering services are required by Prime AE Group for modifications on the following; update the plans and estimate to reflect the changes to the park drive on the northeast corner of the project site, update the Right of Way plans and complete the acquisition per the ownership updates, and update the plans to include notes and pay items for the railroad flagger coordination; and
- WHEREAS,** the fee submitted by Prime AE Group for the additional services is \$23,100.00; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners does hereby accept Contract Modification No. 2 and authorizes the execution of said contract modification with Prime AE Group, 8415 Pulsar Place, Suite 300, Columbus, Ohio 43240 and Portage County for the project known as the **Ravenna Road Bridge Replacement (FRA 248 CH145G)** located over the Norfolk Southern Railway in Franklin Township, Portage County; and be it further
- RESOLVED,** that this modification increases the contract amount from \$255,225.00.00 to **\$278,325.00**; and be it further
- RESOLVED,** that Portage County Engineer will use 100% local share money to pay Prime AE Group the cost of said modification; and be it further
- RESOLVED,** that 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 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. 23-0599	-	RE:	DESIGNATING AND AUTHORIZING AN OFFICIAL TO SUBMIT AN OHIO PUBLIC WORKS COMMISSION (OPWC) INFRASTRUCTURE PROGRAM ROUND 38 FY-25 GRANT APPLICATION AND EXECUTE CONTRACTS FOR THE PORTAGE COUNTY ENGINEER FOR THE PROJECT KNOWN AS <u>JUDSON BRIDGE REHABILITATION.</u>	

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

WHEREAS, the Ohio Public Works Commission (OPWC) requires the adoption of legislation by the governing body of the applicant designating an official to submit OPWC grant applications and execute contracts; and

WHEREAS, the Portage County Engineer has prepared an application for OPWC Program Round 38 FY-25 funds for the project known as **Judson Bridge Rehabilitation**, in Franklin Township; and

WHEREAS, the Board of Portage County Commissioners is the governing body; now therefore be it

RESOLVED, that the Board of Portage County Commissioners hereby designates the President of the Board of Commissioners as the authorized official to submit the aforementioned named OPWC grant application and further execute contracts for the Portage County Engineer as required by the Ohio Public Works Commission; and be it further

RESOLVED, that a certified copy of this resolution be filed with the Ohio Public Works Commission; 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.

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

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

- WHEREAS,** the Ohio Public Works Commission (OPWC) requires the adoption of legislation by the governing body of the applicant designating an official to submit OPWC grant applications and execute contracts; and
- WHEREAS,** the Portage County Engineer has prepared an application for OPWC Program Round 38 FY-25 funds for the project known as **Industry Road Resurfacing**, in Edinburg and Rootstown Townships; and
- WHEREAS,** the Board of Portage County Commissioners is the governing body; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners hereby designates the President of the Board of Commissioners as the authorized official to submit the aforementioned named OPWC grant application and further execute contracts for the Portage County Engineer as required by the Ohio Public Works Commission; and be it further
- RESOLVED,** that a certified copy of this resolution be filed with the Ohio Public Works Commission; 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. 23-0601 - RE: ENTER INTO A ROADWAY USE AND MAINTENANCE AGREEMENT (RUMA) WITH AMERICAN TRANSMISSION SYSTEMS, INC., TO CONSTRUCT DARROW-STREETSBORO 69KV TRANSMISSION LINE PROJECT AND REBUILD THE DARROW-STREETSBORO 69KV TRANSMISSION LINE PROJECT IN CERTAIN PORTIONS OF PORTAGE COUNTY.

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

WHEREAS, the Portage County Board of Commissioners' has jurisdiction over the roads and public rights-of-way comprising the county highway system; the

Portage County Engineer has the authority to maintain and repair county roads; and

WHEREAS, American Transmission Systems, Inc., whose address is 76 South Main St., Akron, OH 44308, intends to rebuild the Darrow - Streetsboro 69 kV Transmission Line Project located in Portage County; and

WHEREAS, in order to ingress and egress the sites, American Transmission Systems, Inc. and its subcontractors intend to use multiple County and Township roads within Portage County, as listed in Exhibit B of the agreement; and

WHEREAS, the roads being used have not been designed for the type and nature of use anticipated by American Transmission Systems, Inc. and its subcontractors traveling to and from the sites; now therefore be it

RESOLVED, that the Board of Commissioners agrees to enter into a compensation agreement with American Transmission Systems, Inc., 76 South Main St., Akron OH 44308, detailing the process for American Transmission Systems, Inc. to compensate Portage County for maintenance, repair, and restoration of affected Portage County roads resulting from the operator's use; 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 votes as follows:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea;

Mike Tinlin, Yea;

RESOLUTION 23-0602 - RE: **APPROVING AND AUTHORIZING THE
EXECUTION OF THE AGREED JUDGMENT ENTRY
IN THE MATTER OF THE DISSOLUTION OF THE
PORTAGE COUNTY REGIONAL AIRPORT
AUTHORITY AND THE TRANSFER, CONVEYANCE
AND ASSIGNMENT OF ALL PORTAGE COUNTY
REGIONAL AIRPORT AUTHORITY REAL
PROPERTY, PERSONAL PROPERTY AND ALL
AGREEMENTS TO THE PORTAGE COUNTY
BOARD OF COMMISSIONERS (COMMON PLEAS
COURT CASE NO. 2023 CV 00741)**

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

- WHEREAS,** the Board of Trustees of the Portage County Regional Airport Authority adopted **Portage County Regional Airport Authority Resolution 2021-01 "Resolution of Intent-Dissolution"** in which the PCRAA Board of Trustees "seeks the dissolution of the Portage County Regional Airport Authority Board of Trustees and the Portage County Regional Airport Authority (PCRAA)"; and
- WHEREAS,** the Portage County Board of Commissioners adopted **Resolution No. 23-0367** accepting the Portage County Regional Airport Authority Board of Trustees' request to dissolve the Portage County Regional Airport Authority;
- WHEREAS,** the Portage County Regional Airport Authority Board of Trustees has adopted **Portage County Regional Airport Authority Resolution 2023-02 "Authorization to Approve and Sign the Agreed Judgment Entry and Order for the Dissolution of the Portage County Regional Authority"** and signed the **Agreed Judgment Entry and Order** in case number **2023 CV 00741**; and
- WHEREAS,** the Portage County Board of Commissioners has determined to proceed with the execution of the Agreed Judgment Entry and Order in Portage County Common Pleas Case Number 2023 CV 00741;
- RESOLVED,** the Portage County Board of Commissioners hereby approves and authorizes the execution of the **Agreed Judgment Entry and Order** in **Portage County Common Pleas Case Number 2023 CV 000741**;
- RESOLVED,** 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

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

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RESOLUTION NO. 23-0604

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* RE: AMEND RESOLUTION NO. 21-0672, DATED
NOV. 1, 2021: AUTHORIZING ADULT
PROBATION TO PARTICIPATE IN THE
WAGE SCALE AND STEP RATE SYSTEM
CURRENTLY USED FOR FULL TIME AND
PART TIME NON-BARGAINING
EMPLOYEES OF THOSE COUNTY
DEPARTMENTS UNDER THE BOARD OF
COMMISSIONERS' AUTHORITY AND FOR
THOSE ELECTED OFFICIALS/NON-
COMMISSIONER DEPARTMENTS.
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It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

WHEREAS, the Board of Commissioners adopted Resolution 18-0901 on December 13, 2018 authorizing a wage scale developed by Clemans, Nelson & Associates after conducting a compensation study. The Board of Commissioners then adopted Resolution 21-0672 on September 16, 2021, authorizing a new wage scale and step rate system for full-time and part-time non-bargaining employees of those county departments under the authority of the Board of Commissioners effective November 1, 2021; and

WHEREAS, Resolution 21-0672 authorizes eligible employees to be placed on the wage scale, nearest to their current hourly wage on November 1, 2021. Employees were then to move to the next step in the assigned pay grade on the anniversary of the employee's original hire date according to the Compensation Plan Structure Manual, the employee reaches Midpoint or a step above Midpoint on the new wage scale, the employee would advance to the next step on the anniversary of the employee's permanent date in two years; and

WHEREAS, the current wage scale and Compensation Plan Structure Manual will be adopted by the Adult Probation Department. In order to participate on the new wage scale, the department must follow the Compensation Plan Structure as designed and will only receive funding for the factorings conducted by Clemans, Nelson & Associates or the County HR Department and will only receive funding as allocated according to the Plan. For those departments who did not participate in the wage study or are not participating on the new wage plan, the Board of Commissioners reserves the right to establish a flat increase or no increase.; now therefore be it

RESOLVED, that the Board hereby directs Adult Probation Department to coordinate with HR Department and submit Payroll Change Authorization Forms

Motion Carries

Expenditure Review		
County Funds: (0001 – 8399)		
Bill Payment and ACH list totaling:		
Bill Payment list	\$1,006,095.73	(Includes late fees of: \$52.48)
ACH/Neil Group of	\$192.82	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$289,453.72	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$4,496.41	
Journal Vouchers totaling:	\$106,648.76	
Then and Now list totaling:	\$147,182.63	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

3. Process the October 5, 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

4. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for September 25, 2023 through October 1, 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

5. The Board of Commissioners acknowledged receipt of the October 2, 2023 notice from Faith Lyon and Theresa Nielsen, Portage County Board of Elections, requesting an extension of their post-election office hours as directed by the Ohio Secretary of State's Office for the Ballot Cure Period as follows:

Wednesday, November 8	4:30 PM – 5:00 PM
Thursday, November 9	4:30 PM – 5:00 PM
Monday, November 13	4:30 PM – 5:00 PM

In addition, the Board of Elections has requested that a Sheriff Deputy be available for office security during the previously listed dates and times.

Friday, November 10	8:00 AM – 5:00 PM
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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 application and certificate for payment for the #6 final payment of \$3,158.93 for the 2022 Sewer Maintenance Program (Brimfield) BR-2 (22-100) to Lake County Sewer Co., Inc. as presented by the Water Resources Department.

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 12th, 2023 at 1:40 PM.**
 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 12th, 2023.**


 Anthony J. Badalamenti, President


 Sabrina Christian-Bennett, Vice President


 Mike Tinlin, Board Member


 Cassidy Parbel, Clerk