



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 November 2nd, 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, Bruce Smith and Barb Tittle.

1. The Board of Commissioners approves the October 24th, 2023 Emergency Meeting Minutes and October 26th, 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

SOLID WASTE

Present: Director Dawn Collins

Discussion:

1. IEBT

Director Collins wanted the Commissioners to know that the annual resolution regarding the drug and alcohol company that the department uses will be coming up. It will be before the end of the year, and she doesn't anticipate any changes.

2. Truck Rental

A short discussion is had about whether a new resolution will need to be passed regarding rental trucking. It was determined that previously the wording in the resolution was changed so that it does not need to be brought forward annually.

3. Greenboard IT

Director Collins mentions that there will be no changes with Greenboard IT, the organization that handles the electronics in her department. There will be no cost increase.

4. *HHW*

The Solid Waste Department held its first Household Hazardous Waste Event. Hopefully a contract will be entered into in 2024 that will not exceed \$75,000. She has reached out to several companies to see if they would come in and be a third-party vendor like Greenboard, but there was only one response from a company called Clean Earth. She has worked with Prosecutor Meduri on the negotiations.

5. *Drop off Agreements*

The old drop off agreements were sporadic with some ending after this year, and others ending in different years. They were not standardized. They are all going to end this year now, and Director Collins would like to send out new agreements for four years, with the cost being \$500 per year per container. This would be a drop in cost of \$100 from \$600 per container with her reasoning being that they are at the locations less, and the sites are maintained a lot better. The townships are doing a good job with helping and she feels that there is good partnership these days.

Commissioner Christian-Bennett asks what the true cost is for the operation. Director Collins states that pick ups are 3 days a week and it is not an 8-hour shift. She will have to get back to the Commissioners on the true cost. Commissioner Christian-Bennett just wants to be sure that the amount being charged covers the cost. She is curious as to why they are not just sustaining the current amount.

Director Collins states that she feels that it is their responsibility to provide access to the drop-off and not their responsibility to provide the curbside. She feels that it is a give and take. The townships do not have to help with the cleanliness of the areas.

Administrator Crombie states that Director Collins has mentioned that the townships are being much more partner friendly which makes for less labor from the district side. She doesn't have the exact amount, but the cost will be covered. Director Collins will get the amount back over to Commissioner Christian-Bennett.

Commissioner Badalamenti reiterated that the drop off sites have been cleaned up and they look good so now the employees from Solid Waste do not have to maintain the areas.

Director Collins stated that now the townships even call the Sheriffs when illegal dumping is happening. Contamination rates have dropped significantly.

6. *Quarterly Update*

The CHARM facility has been open and operating for 16 days. Almost 500 tires were collected. Commissioner Badalamenti asked if the tires could be sold if someone requested to buy them. The tires would not be allowed to be purchased due to liabilities.

They have also collected 28 refrigerators and freezers to remove the freon. It is a large service that is now being offered to the county. A truck load of plastic bags had been baled and was shipped out. It was around 16,000 pounds.

Director Collins also stated that the department just launched its user-friendly website. Hannah Moats, a staff member in the department, developed the website with the help of the IT Department.

The flag collection is also going well with dozens of flags being collected so far. The flags are then given to a Boy Scout Leader who is a driver for the department and ceremonies are performed with the troop.

Christmas trees will also be collected this year. The trees will be recycled into mulch. Pumpkins and gourds are also being collected to go into food compost.

The Commissioners agree that these are good services, and that Director Collins is doing a good job.

AIRPORT

Present: Director Robert Hartigan

Discussion:

1. Purchase and Sale Agreement of Airport Buildings and other structures.

Director Hartigan started with the news that the judgment entry and order was signed and delivered. The County is now in the Airport Business. Today he wants to talk about the Fixed Base Operation, and how recently a meeting was held with Mr. Bonner. The Board is looking to purchase the main building, 13 T-hangars and the fuel inventory. The resolution will come forward later in the session.

Commissioner Badalamenti would like Director Hartigan to expand on the topic of the fuel inventory. He states that they will ultimately become the fuel retailer for the inventory at the airport. They will figure out the wholesale price and the amount on the day of closing. This will be one of the last figures that goes into the closing documents.

Commissioner Badalamenti would also like Director Hartigan to expand on the topic being in the "airport business." He states as the Board of Commissioners they now own the Airport effective on January 1st, 2024, according to the previously mentioned order. The Airport Authority will dissolve. The Board is now considered by the FAA the sole sponsor and will be providing the services at the Airport. They will now be the retailer of aviation fuel, hangar space, and will have control of the Airport as sponsor and operator, including leases. There is no retail margin, so they will be able to achieve the goals of the Airport, because there is not a business that is trying to make a profit. The goal is economic development and to meet the goals that were outlined in May, AMCG Consultants report.

They also have a commitment from the FAA to compete for grants in 2024 with the competition of 92 other public use airports in the State of Ohio. With the Airport Authority, they were set up to do the design work for a taxi way relocation and construction. They now have a commitment from the FAA District Office that would allow the construction this year as long as they are competitive. This means having a

good application with design so that the County is a shoo-in for approval. It will be a 90-10 grant for \$1.5 Million, and Director Hartigan plans on applying to the state for a 5% match, making the County match 5% as well.

At this point he has brought forward the Smart Transportation Grant which is \$2 Million dollars that they are in competition for, along with another that is being investigated through the bipartisan infrastructure law and the infrastructure grant program that will award for the construction of another bank of T-Hangars. He states this award is a little more competitive.

Commissioner Christian-Bennett asks if the FAA has approved the County as the lead sponsor working on that.

He states that they are still in the process with the lead office in Chicago. They are working on it and working through the FAA system. There isn't anything holding them back as the FAA agrees that they were a co-sponsor already.

The Commissioners commend Mr. Hartigan for his work.

- a. Reference Internal Services Resolution 3

INTERNAL SERVICES

Present: County Administrator Michelle Crombie

Discussion:

1. Project Updates

- Administration Building updates consist of the water source not being found yet at the Building Department after the floor tiles have been pulled up. It was asked if this project could be added to the 7th and 5th floor renovations. In addition, it is asked if the counter updates for ADA compliance also be apart of the renovations. Combining the projects will save money.

Commissioner Christian-Bennett asked about the renovations that were to take place on the 5th floor. Administrator Crombie states that Auditor Kelly would like to have some renovations performed.

Commissioner Badalamenti asked for clarification on the tiles in the Building Department. Commissioner Tinlin answered that he visited the department, and that part of the building used to be the laboratory for the old hospital. They have catch basins in the floor that are causing the issue. A 5ft-by-5ft section of the floor needs to be removed under the tile to provide access to cap the basins off. When it is raining, they are backing up. The original blueprints were found of the building and examined to determine what was happening.

The Board agrees to combine the projects.

In addition, the Maintenance Garage repairs started the week of the 23rd. The windows, loading doors and man doors will be complete by 11-2-23.

- The contract is being prepared at the Annex Building
- There are some unforeseen issues with the lunchroom renovations at the Juvenile Court. The original support beam was cut through about halfway due to there being no original blueprints for the area. The HVAC ductwork in the courtroom needs to be rerouted after the ceilings come down. The cost to make the lunchroom safe for the remodel will not exceed \$50,000. Director Kautzman will work with the Department of the Budget and Financial Management to find the funds pending the Boards approval. Administrator Crombie states that unfortunately there really is not a choice other than finding the funds.

Commissioner Badalamenti suggested that Geauga County would have the blueprints. They have not been asked due to Portage owning the building. Commissioner Christian-Bennett stated that it is a good thing that they have determined how much is still available with the ARPA funds, because when projects are going to be completed, you never know if there is going to be unforeseen cost.

Commissioner Tinlin stated that it should be written into the original cost.

Commissioner Christian-Bennett stated that there are contingencies, and if there is not coverage then they have the funding for it.

- The Probate Court Renovation is 90% complete. The furniture is to be installed the week of November 6th as well as the safety shutters for the counter windows. The punch list is being complete, currently.

Judge Giulitto would like to utilize the vending room for her office space. The vending machines would be moved to the 1st floor and the cost would be approximately \$12,500. This includes permits, drawings for the new door access, painting, and carpeting. Judge Giulitto has talked with the other judges and the clerk, and everyone is on board with the decision.

Commissioner Christian-Bennett suggested that everyone be notified of when work is to start, so they are aware. Administrator Crombie stated that would be a professional courtesy to let them know the start date.

- At the Riddle Block update, all HVAC units inside the building have been installed and the outside units will be complete by the week of November 6th (weather permitting)

Commissioner Badalamenti had a question about the fencing at the Justice Center. The final decision has not been made yet to follow through with the plan. Commissioner Tinlin is trying to acquire funding for this project. Administrator Crombie states that a request was made, and it is talked about in open session. It was not approved therefore it did not move forward, but it is still on the list. Commissioner Badalamenti did not see where it was stated that the project was on hold.

Resolutions:

1. The Board of Commissioners authorizes the Portage County Engineer to apply for a Federal Surface Transportation Block Grant (STBG) Programmed by the Akron Metropolitan Area Transportation Study (AMATS) to resurface Chamberlain Road (CH 265), from Mennonite Road (CH 256) to S.R. 82 (Section A-B), and Mennonite Road (CH 256), from Aurora City Limits to Mantua Village limits (Section C-F), in Mantua Township, Portage County, Ohio./Resolution No. 23-0639
2. The Board of Commissioners approves the public announcement of available contract for professional design services for the project known as Judson Road Bridge Rehabilitation (FRA 247, T143A)./Resolution No. 23-0640
3. The Board of Commissioners enter into a purchase and sale agreement by and between the Portage County Board of Commissioners and FBO Hangars LLC and Kelly Aviation Helios LLC regarding the Airport Buildings and other structures as described in this resolution./Resolution No. 23-0641

DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: Michelle Crombie

Administrator Crombie is presenting for Director Petty in her absence. Before approval, Commissioner Badalamenti asks about Resolution 2 and 3 pertaining to the NRA grant. He asks after the lumber is purchased, how it will be put up?

It's Administrator Crombie's understanding that it will be put up by the Sheriff's Department, and this grant is to purchase materials. She's willing to receive confirmation. Commissioner Badalamenti also wanted to know if any procedures have changed when it comes to keeping track of grant spending as it pertains to Resolution 3 with the award going to the Drug and Violent Crime Unit. He knows that in the past it has been a challenge to see how grant money was spent or if it was spent.

Administrator Crombie states that a spreadsheet has been created. There is a new procedure that will be sent out to each department that involves a worksheet to be completed if they are either applying for or accepting a grant. In addition, the department will have to be distinct as to what fund will follow the grant. The funds will be monitored by Grants Coordinator, Alicia Moyers.

Commissioner Badalamenti clarifies that the system is based on the departments participating and entering the correct information to fulfill the worksheet. He wants to know if there is any recourse for the departments not following procedure.

Administrator Crombie states that there's limited authority, and she suggests that they can try to strengthen their relationship with Elected Officials. This is a step in the right direction and as per the Ohio Revised Code, they are limited in what they can do. She reminds the Commissioners that resolutions are needed to accept grants, and at least they will be able to see with the Excel Spreadsheet what funds need to be monitored, with Ms. Moyers help.

Commissioner Tinlin and Christian-Bennett agree that charts are only as good as the information put into them and the people using them. Commissioner Badalamenti clarified what Ms. Moyers would have access to, or what she would be able to see on her end. If someone chooses not to fill out the informational documents, and for example: it pertains to salaries being paid by a specific grant; how will this be monitored?

Administrator Crombie states that if any Elected Official or department chooses not to utilize a grant in which they awarded, that is a problem. Currently, they are trying to put parameters in place that will allow some tracking, and then if needed they will reach out.

Commissioner Christian-Bennett states that the Auditors Office monitors in a system of checks and balances. Every year when they are audited, they will state what departments are non-compliant.

Commissioner Badalamenti is excited about the increase in grant awards, he is just concerned about tracking grants. He would like to know who is getting paid by what grant. Commissioner Christian-Bennett states that it gets a little convoluted when there are funds for additional employees. That money is specific to the position and must be back billed if the position is empty for a certain amount of time. That funding cannot be received for something else. With the new monitoring in place, they will see how it works.

Journal Entries:

1. The Board of Commissioners signed the Satisfaction of Mortgage for Shirley Hayden for \$11,570.00 (Instrument No. 200112900) as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget & Finance 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

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 26, 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	\$630,018.08	(Includes late fees of: \$0)
ACH/Neil Group of	\$20.00	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$77,572.93	
Medical Mutual Claims of	\$136,692.93	
Medical Mutual Flex Admin of	\$1,098.90	
Medical Mutual Flex Claims of	\$4,102.38	
Journal Vouchers totaling:	\$108,876.70	
Then and Now list totaling:	\$143,280.75	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

3. Process the October 26, 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 No. 23-0642
2. Authorize Grant Application in the Amount of \$1,758.00 to the NRA Foundation 2024 State Grant Program on Behalf of the Portage County Sheriff's Office./Resolution No. 23-0643
3. Accept the Award from the Ohio Office of Criminal Justice Services (OCJS) for the RecoveryOhio 2023 Law Enforcement Grant on behalf of the Portage County Sheriff's

Office Drug and Violent Crime Unit (Grant No. 2023-RO-ETF-R582)/Resolution No. 23-0644

4. Transfer from Fund 0001, General Fund to Fund 1481, Prosecutors State Grant./Resolution No. 23-0645
5. Transfer from Fund 1275, RLF CDBG Economic Development to Fund 1251, CDBG County Formula Grant./Resolution No. 23-0646
6. Transfer from Fund 5400, Portage County Water General Administration to Fund 5511, Mantua Water Treatment Plant./Resolution No. 23-0647
7. Create Fund 1133, Work Empowerment Redirection Grant./Resolution No. 23-0648

HUMAN RESOURCES

Present: Director Tami Soltis

Journal Entry:

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

Amanda Murphy ~ Water Resources

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

Executive Session:

9:42 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 Tami Soltis, County Administrator Michelle Crombie and Director Daniel Blakely. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

9:49 AM 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 motioned to:

Journal Entry:

Remove and terminate Donald Shump from employment with Portage County Water Resources Department effective at the end of business day on November 6, 2023.

Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

MISCELLANEOUS**Journal Entries:**

1. The Board of Commissioners acknowledged the receipt of the October 30, 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

2. The Board of Commissioners sign the October 20, 2023, correspondence to Kate Church and Anthony Badalamenti to submit an online OPWC disbursement request #1 on behalf of the Portage County Engineer to consultant, Quality Control Inspection, Inc. in the amount of \$2,145.63 for Fund 4263 Tallmadge Rd Sections O-P Resurfacing. 50% of said request was paid with local funds.

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 acknowledge the appointment of Dennis Rothermel to serve as Acting Portage County Treasurer effective November 1, 2023 until such time as the County Central Committee of the political party that nominated the last occupant of that office proceeds with its appointment in accordance with ORC 305.02./Resolution No. 23-0651

Commissioner Badalamenti asked if there was a time frame for appointment. Commissioner Tinlin stated that it was 45 days.

2. The Board of Commissioners support Operation Green Light for Veterans the week of November 6th through November 12th, by lighting some of the Portage County Buildings Green./Resolution No. 23-0652

Administrator Crombie had something that she wanted to bring forward: She stated that she would like the Board to approve the update of the parking policy or parking control. Currently, there are some parking spaces that have been utilized with no means to revisit on an annual basis. HR has received an overabundance of requests for handicap parking accommodations, which cannot be fulfilled. In the past, handicap accommodations were requested and it was never revisited. There needs to be a measure to be able to go to an as needed basis. She would like to ask the Board to be able to implement a policy that would follow the ADA criteria as opposed to only following the placard criteria. This is not to say that particular people will be denied, however a more formal, consistent process will be followed.

The Commissioners agree that it should be updated every so often, with individuals' needs being assessed.

RECESS: 9:55 AM

RECONVENE: 10:02 AM

JOB AND FAMILY SERVICES

Present: Director Kellijo Jeffries and Financial Director Sue Brannon

Discussion:

1. August/September 2023 Data Report

There are two things that Director Jeffries felt that the Commissioners may question, such as the Public Assistance Calls going down by around 400, and the clients seen in the lobby going down to around 200, which is a good number for inquiry. Commissioner Christian-Bennett asked what causes the fluctuation. Director Jeffries stated that she feels that it has been high due to Medicaid unwinding. They are not finished with the recertification process yet.

The Bridges Program had a cap of 50 clients, and they are now at 34 as of the end of August.

Children in care dropped from August to September to 176 kids.

Adult Protective cases had an increase with seniors, but the needs will continue to be supported. There were no significant differences elsewhere. Staffing numbers did go up to 191 at the end of September with 6 recommendations to hire just going out. The department is trying to reach the goal of 212 employees, but they are also being cautious until the end of the year when the new budget is received.

2. Presents for Kids and 2023 Toy Drive Thru – Attached Flyers

This is when donations for kids in foster care are received. Last year at minimum 4 presents for every child in foster care were provided. There are currently 176 children in the system. The toy drive started in the Administration Building during COVID with last year being the most generative.

3. Space availability at Chestnut location – Discussion

JFS was approached by the owner, Skip Gray, about an opening at the Ohio Means Jobs Building that will become available in January. Director Jeffries reached out to Mr. Gray and discovered that there is a tenant that is moving out at the end of December. The space is currently being used as a beauty salon. There are 2,850 square feet and the current lease is \$975 per month including water and sewer. Electric and gas are separate meters. There have been issues with visitations for children in foster care. The Place of Peace has struggled to accommodate all the requests and JFS even converted office space on the third floor of the Administration Building to use for family supervised visits. Director Jeffries feels that it is not conducive for the family. She feels that the new space could be used as a spread-out visitation area, making it more family oriented. She asks for the Boards support.

Commissioner Badalamenti asks what the buildout would cost. It wouldn't cost anything, because it would include things that wouldn't have to be purchased like tables, chairs, and kid-oriented activities. When OMJ moved to the same property, Mr. Gray made the major changes with inspections only being performed with electrical.

Commissioner Christian-Bennett asked how much they pay for OMJ space in the building. Ms. Brannon answered \$5,150, and that the additional amount would be \$975.

Director Jeffries stated that the money is in the department's budget for sustainment of cost. The Commissioners agree that it is a good idea.

Administrator Crombie mentions that there were issues in the past at the property due to unknown odors. Clarification is made that the issue has taken care of itself. There have been no complaints for two years.

4. *Update on Healthy Aging Grant – Discussion*

The JFS Department met with the Portage 50 Plus Group and Matt from the Direction Area Agency on Aging. A plan was finalized that Director Jeffries shared with the Commissioners.

- The funds are a little over \$450,000.
- The Community Action Council was also at the meeting. One of the requirements of the grant is to address housing, utilities, and food with there being options to implement other support services. The Community Action Council already specializes in rent, utilities, and assistance home modifications. \$100,000 will be earmarked for these items including taxes for those that are delinquent.
- Another component of the grant is to get seniors more acclimated to technology. Direction Home Area Agency on Aging already has a program that is implemented in this area. They also offer care management services for seniors that do not have insurance that will cover the cost. It was decided to have them take charge of those two programs at the price of \$100,000.
- Ted St. John with Hopetown would love to pilot the transportation component due to the gaps in transportation services. There is a base rate set aside of \$40,000, just because it is unknown what this will entail.

- Senior Centers will be offered \$10,000 in Portage County to build health and wellness programming. The exact number of centers has not been determined yet.
- \$10,000 will be earmarked for Adult Protective Services to fund emergency kits.
- Catholic Charities would like to lead the food component and make food bags and vouchers available. They already have a distribution program, so they wanted to spear-head that area.
- There was around \$60,000 left for padding.
- They would like a universal application for every resident listing all the services, so they can check the boxes in which they are interested. JFS would be the central location and the department would then divide them up among the providers.

Commissioner Christian-Bennett asked what "Health and Wellness" means and what it includes for the Senior Centers. She had received a call from Streetsboro, and they were interested in receiving programming funds. Will the Centers be notified? The funds would cover activities for the seniors and the date of December 1st has been decided to roll out the programming in Portage County. The goal is to try and get the application finalized so the team can review it next week. The fiscal team still needs to be met with, about when the funds are coming, and Director Jeffries would like to run some press releases to get the information out to the public on the availability. She feels that they have reached out to everyone that would like to be a part of it, and if they missed a group, they are still able to join.

If there is any other Senior Centers that are interested, they are still able to contact Director Jeffries. She knows that there is a concern with sustainability, so she is going to give updates on numbers and if they are meeting needs in certain areas. The goal is to keep the most effective projects going without asking for additional funding when the grant monies have succeeded.

The Commissioners are comfortable with the plan.

Commissioner Christian-Bennett was on a committee with the state for the Healthy Aging Grant, and she states that the group has touched on each topic. This is something that is well needed, and she thinks that the success of this will bring forth additional funding in the future.

Director Jeffries would like to have a discussion on the following resolution that is being brought forward. In Child Protective Services, historically there have been two on-call Social Service Worker positions. They rotate days, weekends, and holidays in coordination with Coleman who is a provider that the department has a contract with. Coleman takes the initial call and then engages the on-call workers who are supported by on-call managers. The on-call staff transitioned out of the agency to other positions. The positions have remained open since May and August and the current team of Social Workers have stepped in and are taking on the shifts. The agreement previously

was that on-call shifts would be for 24-hour spans and they would get a stipend regardless of a call coming through, due to making themselves available. The union came forward and stated that they would still like to help, but they would like to reduce the time of the shifts to 12 hours, with the same stipend amount that was received for a 24-hour span.

It will cost about \$10,000 more a year to offer the additional stipends. She hopes that the Commissioners will support this change. Commissioner Christian-Bennett asked if the positions are hard to fill. Ms. Brannon stated that they are mandated positions that are on a rotating schedule, and they are made to cover. 24-hour periods are a bit much in addition to working 40 hours a week. Director Jeffries mentions sustaining the staff that they currently have.

The Commissioners are in support of the decision.

Resolutions:

1. Execution of Memorandum of Understanding by and between Portage County Job and Family Services and AFSCME 1696 with respect to modifying on call shifts and associated stipend./Resolution No. 23-0649
2. Resolution to assign Authority to the Director of Portage County Job & Family Services to serve as the Board's Designee, with Authority to request and sign Inter-County adjustment agreement(s) on behalf of Portage County./Resolution No. 23-0650

Commissioner Christian-Bennett asks if the department would like to expand on this resolution. Director Jeffries explained that Ms. Brannon started to explain in memo form when the department will transfer funds to others and vice versa. It gives authority to Director Jeffries to sign. If money becomes available, they will have to wait until the next Board of Commissioners meeting to receive authorization and the funds could possibly go to someone else.

RECESS: 10:25 AM

RECONVENE: 11:00 AM

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RESOLUTION NO. 23-0639

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RE: TO AUTHORIZE THE PORTAGE COUNTY ENGINEER TO APPLY FOR A FEDERAL SURFACE TRANSPORTATION BLOCK GRANT (STBG) PROGRAMMED BY THE AKRON METROPOLITAN AREA TRANSPORTATION STUDY (AMATS) TO RESURFACE CHAMBERLAIN ROAD (CH 265), FROM MENNONITE ROAD (CH 256), TO S.R. 82 (SECTION A-B), AND MENNONITE ROAD (CH 256), FROM

**AURORA CITY LIMITS TO MANTUA
VILLAGE LIMITS (SECTION C-F), IN
MANTUA TOWNSHIP, PORTAGE COUNTY,
OHIO.**

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

- WHEREAS,** the Akron Metropolitan Transportation Study (AMATS) requires the adoption of legislation by the governing body of the applicant to submit Surface Transportation Block Grant (STBG) Paving Program applications and execute contracts; and
- WHEREAS,** the Portage County Engineer has prepared an application for STBG Paving Program funds to resurface Chamberlain Road (CH 265), from Mennonite Road (CH 256) to S.R. 82 (Section A-B), and Mennonite Road (CH 256), from Aurora City Limits to Mantua Village Limits (Section C-F), in Mantua Township, Portage County, Ohio; 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 authorizes the Portage County Engineer to apply for federal Surface Transportation Block Grant (STBG) Paving Program funds programmed by the Akron Metropolitan Area Transportation Study (AMATS) for the following project:

CHAMBERLAIN ROAD RESURFACING (CH 265), SECTION A-B

MENNONITE ROAD RESURFACING (CH 256), SECTION C-F

The purpose of this project is to resurface a total of 5.2 miles at a total estimated cost of \$1,100,085.00

; and be it further

- RESOLVED,** that the Portage County Engineer acknowledges and understands the AMATS "Funding Policy Guidelines" and confirms to the best of its knowledge that the information contained in the project application is accurate, that it intends to diligently pursue that project, and that a local share is required to match federal funds, 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. 23-0640 - RE: PUBLIC ANNOUNCEMENT OF AVAILABLE
CONTRACT FOR PROFESSIONAL DESIGN
SERVICES FOR THE PROJECT KNOWN AS
JUDSON ROAD BRIDGE REHABILITATION
(FRA 247, T143A).**

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

WHEREAS, R.C. 153.67 requires that a public authority planning to contract for professional services publicly announce all contracts available from it for such services; now therefore be it

RESOLVED, that the Board of Portage County Commissioners, by unanimous vote thereto, authorizes the announcement of the request for proposals for professional design services for the Portage County Engineer for the project known as **Judson Road Bridge Rehabilitation (FRA 247, T143A)**; and be it further

RESOLVED, that such notice shall comply with all terms and requirements of Ohio Revised Code 153.67; and be it further

RESOLVED, that the announcement requesting proposals will be published in the Record Courier on Friday, November 3, 2023 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. 23-0641

RE: ENTER INTO A PURCHASE AND SALE AGREEMENT BY AND BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS AND FBO HANGARS, LLC AND KELLY AVIATION HELIOS LLC REGARDING THE AIRPORT BUILDINGS AND OTHER STRUCTURES AS DESCRIBED IN THIS RESOLUTION

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

- WHEREAS,** the Portage County Regional Airport Authority has voted to dissolve and to transfer, convey, and assign all real property, personal property, and agreements to Portage County Board of Commissioners, reference Portage County Common Pleas Court Case No. 2023CV00741; and,
- WHEREAS,** the Portage County Board of Commissioners made an offer to FBO Hangars, LLC to purchase the Main Building, commonly known as the Portage Flight Center, located on Permanent Parcel No. 33-059-00-00-021-000 along with the Seller's interests in the University Hospitals Lease and contracts and to Kelly Aviation Helios LLC to purchase the 13-unit T-Hanger Building on Permanent Parcel No. 33-062-00-00-005-001 which are all on or near 4039 Nanway Boulevard, Ravenna, Ohio 44266, for the price of One Million Three Hundred Fifty Thousand Dollars (\$1,350,000), as well as purchasing two fuel separators for Seven Thousand Dollars (\$7,000.00) and an amount equal to Seller's cost for the aviation fuel inventory in the fuel tanks for the aircraft use pursuant to an inventory to be conducted in the morning of the Closing Date; and,
- RESOLVED,** that the Portage County Board of Commissioners does agree to enter into a purchase and sale contract with FBO Hangars, LLC and Kelly Aviation Helios LLC for the purchase amount of One Million Three Hundred Fifty-Seven Thousand Dollars (\$1,357,000), and an amount equal to Seller's cost for the aviation fuel inventory in the fuel tanks for the aircraft use pursuant to an inventory to be conducted in the morning of the Closing Date; and be it further
- RESOLVED,** that the purchase of the property will come from Fund 4018, PC Airport Fund; and be it further
- RESOLVED,** that the Portage County Board of Commissioners does hereby approve and authorize the President of the Portage County Board of Commissioners to sign and execute the Purchase and Sale Agreement By and Between the Board of Portage County Commissioners and FBO Hangars, LLC and Kelly Aviation Helios LLC ("Agreement"), the Addenda

to the Agreement, and any other documents necessary to complete this purchase real property, personal property, and agreements, on behalf of and for the Portage County Board of Commissioners; and be it further

RESOLVED, that the closing of the transaction shall take place no later than the sixtieth (60th) day following the adoption of this resolution; 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, Abstained; Mike Tinlin, Yea;

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RESOLUTION NO. 23-0642 - 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 November 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
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. 23-0643 - RE: AUTHORIZE GRANT APPLICATION IN THE
AMOUNT OF \$1,758.00 TO THE NRA
FOUNDATION 2024 STATE GRANT
PROGRAM ON BEHALF OF THE PORTAGE
COUNTY SHERIFF'S OFFICE**

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

WHEREAS, the NRA Foundation offers a state grant known as the Capital Improvements Grant Program; and

WHEREAS, the Portage County Board of Commissioners supports the Portage County Sheriff's Office and their endeavors in building a shelter for their shooting range; now therefore be it

RESOLVED, the Portage County Board of Commissioners authorizes the application for the NRA Foundation 2024 State Grant Capital Improvements Program in the amount of \$1,758.00 with no local match requirement. These grant funds will be used for the purchase of lumber and other building supplies needed to build the shelter; and be it further

RESOLVED, that a certified copy of this resolution be filed with the Auditor's Office, the Department of Budget & Financial Management, the Grant Coordinator, and the Portage County Sherriff'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 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. 23-0644 - RE: ACCEPT THE AWARD FROM THE OHIO OFFICE OF CRIMINAL JUSTICE SERVICES (OCJS) FOR THE RECOVERYOHIO 2023 LAW ENFORCEMENT GRANT ON BEHALF OF THE PORTAGE COUNTY SHERIFF'S OFFICE DRUG AND VIOLENT CRIME UNIT (GRANT NO. 2023-RO-ETF-R582)

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

WHEREAS, the Ohio Department of Public Safety, Office of Criminal Justice Services notified the Portage County Sheriff's Office on October 26th, 2023 that the Portage County Sheriff's Office Drug and Violent Crime Unit (DVCU) was approved to receive a grant award in the amount of \$36,615.15, with no local match requirement for a grant time period of May 1st, 2023 through April 30th, 2024 and;

WHEREAS, the Portage County Board of Commissioners strongly supports the PCSODVCU and their endeavors in fighting the war on drugs within Portage County; now therefore be it

RESOLVED, the Portage County Board of Commissioners accepts the RecoveryOhio 2023 Law Enforcement Grant **in the amount of Thirty-Six Thousand, Six Hundred Fifteen and 15/100 dollars (\$36,615.15) with no local match obligation.** These grant funds will be used for DVCU Task Force Officers to complete an overdose death investigations class, overtime, the purchase of equipment to be used by members of the DVCU, printed materials and supplies, and confidential funds. The recipient agency will

have 100% ownership and control over use of the equipment acquired through this grant; and be it further

RESOLVED, the Portage County Board of Commissioners authorizes the President of the Board to sign the acceptance documents; 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. 23-0645 - RE: TRANSFER FROM FUND 0001, GENERAL
FUND TO FUND 1481, PROSECUTORS
STATE GRANT**

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

WHEREAS, Resolution 23-0627 committed local match dollars of \$20,921.80 and a one-time transfer out in the amount of \$437,179.00 from Fund 0001, General Fund to Fund 1481, Prosecutors State Grant, and

WHEREAS, Fund 1481, Prosecutors State Grant is in need of funding via transfer from Fund 0001, General Fund; now therefore be it;

RESOLVED, that the following transfer be made, in the total amount of \$458,100.80:

FROM:

FUND 0001, GENERAL FUND

ORGCODE- 00100009

Debit Expense Account

Object 910000 – Transfer Out

\$ 458,100.80

TO:

FUND 1481, PROSECUTORS STATE GRANT

ORGCODE – 14813002
 Credit Revenue Account
 Object 280000 Project 3A575 – Transfer In \$ 458,100.80

; and be it further

RESOLVED, that the County Auditor is hereby requested to make said cash transfer by Journal Entry, and that a certified copy of this resolution be filed with the Portage County Auditor, 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. 23-0646 - RE: TRANSFER FROM FUND 1275, RLF CDBG ECONOMIC DEVELOPMENT TO FUND 1251, CDBG COUNTY FORMULA GRANT

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

WHEREAS, the Board of Commissioners previously approved a loan via journal entry of \$46,481.75 in CDBG Revolving Loan Funds for the Ravenna Hot Stove League, Volunteer Park Drive project located at 845 South Diamond Street, and

WHEREAS, the Board of Commissioners also previously approved a loan via journal entry of \$12,820.00 in CDBG Revolving Loan Funds for the Mantua ADA Accessibility Project for Sidewalk Improvements, now therefore be it

RESOLVED, that the following transfer be made, in the total amount of \$59,301.75:

FROM:

FUND 1275, RLF CDBG ECONOMIC DEVELOPMENT

ORGCODE- 12750019

Debit Expense Account

Object 910000 – Transfer Out

\$ 59,301.75

TO:

FUND 1251, CDBG COUNTY FORMULA GRANT

ORGCODE – 12510812

Credit Revenue Account

Object 280000 – Transfer In

\$ 59,301.75

; and be it further

RESOLVED, that the County Auditor is hereby requested to make said cash transfer by Journal Entry, and that a certified copy of this resolution be filed with the Portage County Auditor, 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. 23-0647 - RE: TRANSFER FROM FUND 5400, PORTAGE COUNTY WATER GENERAL ADMINISTRATION TO FUND 5511, MANTUA WATER TREATMENT PLANT CONVERSION

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

WHEREAS, the Portage County Water Resources Mantua Water Treatment Plant Project will be initiating a public bid for a design consultant, and

WHEREAS, the Fund 5511 is in need of \$398,000 to supplement an Ohio Public Works Commission Loan, now therefore be it

RESOLVED, that the following transfer be made, in the total amount of \$398,000.00:

FROM:

FUND 5400, PCW GENERAL ADMINISTRATION

ORGCODE- 54004009

Debit Expense Account

Object 910000 – Transfer Out

\$ 398,000.00

TO:FUND 5511, MANTUA PLANT

ORGCODE – 55110602

Credit Revenue Account

Object 280000 Project 21200 – Transfer In

\$ 398,000.00

; and be it further

RESOLVED, that the County Auditor is hereby requested to make said cash transfer by Journal Entry, and that a certified copy of this resolution be filed with the Portage County Auditor, 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. 23-0648 - RE: CREATE FUND 1133, WORK
EMPOWERMENT REDIRECTION GRANT**

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

WHEREAS, the Portage County Board of Commissioners approved Resolution 23-0628 to accept the State and Local Law Enforcement Byrne Justice Assistance Grant for the Common Pleas Court/Adult Probation Department's POWER Program (Probationers Offered Work Empowerment & Re-direction) in the amount of \$250,000.00 for the period beginning July 01 2023 and ending June 30, 2025 ; and

WHEREAS, it is necessary to create a new fund for the POWER Program Grant; now therefore be it

RESOLVED, that "**Fund 1133, POWER Prog**" be created for the purposes of accounting for revenues and expenses for the POWER Program Grant; and be it further

RESOLVED, that a certified copy of this resolution be filed with the Department of

Budget and Financial Management and the County Auditor, 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. 23-0649 - RE: EXECUTION OF MEMORANDUM OF
UNDERSTANDING BY AND BETWEEN
PORTAGE COUNTY JOB AND FAMILY
SERVICES AND AFSCME 1696 WITH
RESPECT TO MODIFYING ON CALL SHIFTS
AND ASSOCIATED STIPENDS**

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

WHEREAS, the Employer and the Union negotiated a collective bargaining agreement that covers the period from January 1, 2022 through December 31, 2024 (the "2022-24 CBA"); and

WHEREAS, ongoing vacancies in the On Call positions have necessitated increasing the rotation of Child and Adult Protective Service Social Services Worker 3s and 4s (with the exception of the Independent Living Worker) onto the afterhours Abuse/Neglect Hotline (CARES); and

WHEREAS, the Employer and the Union wish to jointly provide guidance on their shared intent with respect to modifying the on call shifts and associated stipends.

RESOLVED, that the Board of Commissioners authorizes Portage County Job and Family Services to engage in this MOU, and

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. 23-0650

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RE: RESOLUTION TO ASSIGN AUTHORITY TO THE DIRECTOR OF PORTAGE COUNTY JOB & FAMILY SERVICES TO SERVE AS THE DESIGNEE, WITH AUTHORITY TO REQUEST AND SIGN INTER-COUNTY ADJUSTMENT AGREEMENT(S) ON BEHALF OF PORTAGE COUNTY.

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

- WHEREAS,** it is necessary from time to time to adjust allocated state and federal funds as a result of overages or shortages; and
- WHEREAS,** the Ohio Department of Job & family Services has promulgated rules, to wit; OAC 5101:9-6-82, which permits the Board of Commissioners to pass a resolution assigning authority to the Director of the PCJFS to serve as their designee, thereby granting the Director the authority to sign the inter-county adjustments agreements on the behalf of the county for a specific period of time; and
- WHEREAS,** the Board of Commissioners deems the Director to be the most appropriate and knowledgeable designee to evaluate, request and execute such inter-county adjustment agreements of Portage County, Ohio; and
- WHEREAS,** the Director will report to the Board of Commissioners on a monthly basis regarding any transfers that have taken place; now therefore be it
- RESOLVED,** by the Board of Commissioners that the director of the Portage County Job & Family Services is assigned to serve as the Portage County, Ohio Board of Commissioners designee, with the Board of Commissioners granting authority to the Director to sign any inter-county adjustment agreements on behalf of Portage county for the period of January 1, 2024 to December 31, 2024 and to do all those things necessary to request and administer those agreements; 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. 23-0651 - RE: APPOINTING DENNIS ROTHERMEL TO
SERVE AS ACTING PORTAGE COUNTY
TREASURER EFFECTIVE NOVEMBER 1,
2023 UNTIL SUCH TIME AS THE COUNTY
CENTRAL COMMITTEE OF THE POLITICAL
PARTY THAT NOMINATED THE LAST
OCCUPANT OF THAT OFFICE PROCEEDS
WITH ITS APPOINTMENT IN ACCORDANCE
WITH ORC 305.02**

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

WHEREAS, effective November 1, 2023 the office of county treasurer will be vacant due to the resignation of Portage County Treasurer Brad Cromes CGFM.; and

WHEREAS, pursuant to Section 305.02(A) of the Revised Code ("ORC"), "[i]f a vacancy in the office *** of county treasurer * * * occurs more than forty days before the next general election for state and county officers, a successor shall be elected at such election for the unexpired term unless such term expires within one year immediately following the date of the election;" and

WHEREAS, pursuant to ORC 305.02(B)(1) the county central committee of the political party that nominated the occupant of that office for the current term shall within forty-five days of the vacancy appoint a person to hold the office until a successor is elected and qualified; and

WHEREAS, pursuant to ORC 305.02(D) the Portage County Board of Commissioners may appoint a person to hold the office of county treasurer as the acting county treasurer and to perform the duties of that office between the occurrence of the vacancy and the time when the respective central

- WHEREAS,** Portage County seeks to honor these individuals who have paid the high price for freedom by placing themselves in harm's way for the good of all; and
- WHEREAS,** Veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, religious groups, civil service, and by functioning as County Veteran Service Officers in 29 states to help fellow former service members access more than \$52 billion in federal health, disability and compensation benefits each year; and
- WHEREAS,** approximately 200,000 service members transition to civilian communities annually; and
- WHEREAS,** an estimated 20 percent increase of service members will transition to civilian life in the near future; and
- WHEREAS,** studies indicate that 44-72 percent of service members experience high levels of stress during transition from military to civilian life; and
- WHEREAS,** active Military Service Members transitioning from military service are at a high risk for suicide during their first year after military service; and
- WHEREAS,** the National Association of Counties encourages all counties, parishes and boroughs to recognize Operation Green Light for Veterans; and
- WHEREAS,** Portage County appreciates the sacrifices of our United State Military Personnel and believes specific recognition should be granted; therefore be it
- RESOLVED,** with designation as a Green Light for Veterans County, Portage County hereby declares from November 6th through November 12th 2023 a time to salute and honor the service and sacrifice of our men and women in uniform transitioning from Active Service; therefore, be it further
- RESOLVED,** that in observance of Operation Green Light, Portage County encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying a green light in a window of their place of business or residence.

Roll call vote as follows:

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

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Journal Entries:

1. The Board of Commissioners signed the Satisfaction of Mortgage for Shirley Hayden for \$11,570.00 (Instrument No. 200112900) as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget & Finance 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

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 26, 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	\$630,018.08	(Includes late fees of: \$0)
ACH/Neil Group of	\$20.00	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$77,572.93	
Medical Mutual Claims of	\$136,692.93	
Medical Mutual Flex Admin of	\$1,098.90	
Medical Mutual Flex Claims of	\$4,102.38	
Journal Vouchers totaling:	\$108,876.70	
Then and Now list totaling:	\$143,280.75	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

3. Process the October 26, 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

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:

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

Amanda Murphy ~ Water Resources

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 the receipt of the October 30, 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

6. The Board of Commissioners sign the October 20, 2023, correspondence to Kate Church and Anthony Badalamenti to submit an online OPWC disbursement request #1 on behalf of the Portage County Engineer to consultant, Quality Control Inspection, Inc. in the amount of \$2,145.63 for Fund 4263 Tallmadge Rd Sections O-P Resurfacing. 50% of said request was paid with local funds.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

7. To remove and terminate Donald Shump from employment with Portage County Water Resources Department effective at end of business day on November 6, 2023.

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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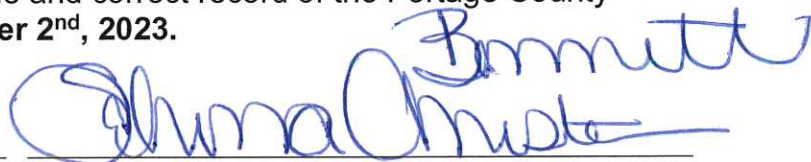
Motion: by Commissioner Badalamenti, seconded by Commissioner Tinlin that the Board adjourns the Meeting of **November 2nd, 2023** at **11:00 AM**.

All in Favor: Commissioner Badalamenti, Yea; Commissioner Tinlin, 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 **November 2nd, 2023**.



Anthony J. Badalamenti, President

Sabrina Christian-Bennett, Vice President

Mike Tinlin, Board Member

Kassidy Parbel, Clerk