



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, January 25<sup>th</sup>, 2024

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	ABSENT

Also attending throughout the day was County Administrator Michelle Crombie and Diane Smith.

1. The Board of Commissioners approves the January 16<sup>th</sup>, regular meeting minutes.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Badalamenti

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

**Motion Carries**

## JUDGE PATRICIA SMITH

### Discussion:

#### 1. 4<sup>th</sup> Floor of the Riddle Building

CASA Program – Judge Patricia Smith wanted to start out by thanking the Board for the space for CASA. She wanted to give the recent annual report and impact statement from 2023. She states that the CASA Program has saved her court and has saved kids and families. She's very proud of the program. In 2022, the average case length of kids being in custody was 15 months, and in 2023 with the help of CASA, that time span was dropped down to 11 months. She expects it to keep going down. There are 46 volunteers that have contributed 2,600 hours of volunteer time. If these volunteers had been paid at the appropriate rate of pay it would have cost \$195,000. She reiterates that the program has helped her court, JFS and the community tremendously. She thanks the Commissioners again for the space.

Proposal to Rent the 4<sup>th</sup> Floor in the Riddle Building – Judge Smith states the reason she is here today is her proposal to rent the 4<sup>th</sup> floor at the Riddle Building. Her Probate Clerks have previously occupied the space during her Court remodel. She would like to utilize the space for the Truancy Diversion Program. She states the reasoning behind her choice of location is due to the Truancy Diversion Specialists already being in the building in Room 204 and there already being security for the space. Also, Truancy Diversion Programs should not be in a courthouse. The purpose of the programs is to keep kids out of a courthouse. She also states that there is no public transportation to the Juvenile Court on Infirmary Road, making it difficult for people to get there.

She would like to give the Commissioners some background and information regarding the landscape of Juvenile Court for their knowledge.

In the late 80's and early 90's, the philosophy of Juvenile Court was if you committed a felony then you went to prison. It was determined that this method was just creating criminals. The County and Juvenile Court's landscape has shifted. In the 1990's, there were 11 Juvenile Prisons in the State and today there are only 3. The governor has just announced that he would like to close the last 3 and in turn open 10-12 regional facilities that are smaller and community based. Three of the four Truancy Diversion Specialists' salaries are paid for with grant funding. She states that truancy is such a problem that alternative solutions are being looked at such as the bipartisan bill that if passed would pay students to attend school. Locally, they have come up with their own solutions. Truancy is the act of "not" attending school. Diversion is any delinquent/criminal or unruly complaint that is written on a piece of paper and brought to the court. It can come from parents, police officers, or teachers. This complaint doesn't get filed as a court case due to a matrix that was created when Judge Smith came to the County in 2021. The complaints are reviewed, and a decision is made as to whether they should go to Diversion. When she started there were 100 Truancy Diversion cases and now there are 500. This is because of the active programming that has been established. They are diverting these cases out of the court and into programming. House Bill 410 is essentially a law that allows schools to file truancy charges in court only after a youth is absent for a certain number of hours. It was determined after meeting with superintendents, teachers, and principals that by the time they can report the absences, the school year is over half completed. Judge Smith states that there isn't much she can do to help the situation when the kids get out of school in May/June. This situation is what led to the At-Risk-Early-Intervention-Truancy-Program. It wasn't expected to be as large as it has become in terms of referrals. The program started in August of 2023, and in October of 2023 there were 100 referrals. By the end of December there were 498 cases. The 4 Truancy Diversion Specialists in Room 204 are in 4 cubicles. The program requires meetings with the parents, children and sometimes community partners to figure out the barrier that is preventing attendance and to determine a plan to keep them in school. The problem now is that there is nowhere to meet the individuals. The specialists meet with the kids separately and together. There is no space, and they are now enveloping some of the CASA space. It is becoming prohibitive for both agencies.

The thought was that there is an empty space that has been empty for a long time and the Truancy Diversion Specialists can meet there. There is already security and room to create privacy. The space is 3,956 square feet, according to Director Kautzman. It's empty other than one office and a data tower which resides there.

Commissioner Christian-Bennett asks Judge Smith if she would need the entirety of the space or if there is a way to divide it. Director Kautzman and Judge Smith are not sure how it could be divided yet. Director Jeffries from JFS is in the process of moving the remaining cubicles out and the area hasn't been examined.

Commissioner Badalamenti asks for a comparison between the past system where minors were convicted and sent to prison becoming repeat offenders and the present system where community-based programs are being used. The Judge gives a printout of every program that her court offers with the success rate. She's unable to provide numbers for the Truancy Intervention Program, due to it being so new.

Commissioner Badalamenti is interested in seeing the results of that program as well. He states that you always hear of programs being started, but rarely hear of the results.

Judge Smith wants the Commissioners to be aware of the significance of Juvenile Rehabilitation within the community. She learned that the state of Ohio has been incentivizing the Juvenile Courts with grant funding to be active in rehabilitative programming for the last 20 years. This defers the kids from being sent to CCF's (Community Control Facilities.) These facilities are essentially prisons with rehabilitative components and are the first place that delinquents are sent to before ODWS. When she started \$479,764 was received in grant funding for programming. Every county receives a base amount, and this amount is based on the Census through the State Program called Reclaim Ohio. Portage County receives \$224,060 and will continue to receive this amount no matter what. The rest of the funding is received by using best practices and keeping data with the current programming within the community. Community partners are utilized and worked with including Children's Advantage, the CARTEENS Program with the Ohio State Extension and the Highway Patrol, King Kennedy, and Townhall II. The rest of the funding received is based on NOT sending youth to prison, rather having them participate in programming and rehabilitation. Judge Smith's argument is that they must start at the base level with the Truancy Diversion. If the truancy program is not successful, it is likely that the youth will commit a delinquent act, end up in court and then be on probation or in a detention center. Judge Smith did some research on other counties and their programming to figure out how more funding could be procured. Her second year, \$795,000 was received in grant funding, and this year for 2024 it will be \$1,172,774 that is brought into Portage for programming. This has increased 144% since she has taken the bench. Judge Smith understands that grant funding is not guaranteed but if the success rates continue to increase then they will continue to receive funding.

Commissioner Badalamenti asks Judge Smith to break down what success means. 88% of participants do not have recidivism. They completed the program and for example; did not receive another traffic ticket. The youth's traffic record is held and not ever sent to the BMV. If the program is completed and they do not re-offend within 6 months, then the case is dismissed entirely. Most of the programs' success rates are based on the youth, not re-offending. Portage has won two awards from The Ohio Department of Youth Services, and they have been a huge encouragement. They want the County to have the money. Judge Smith states that there can be success with the kids not being sent to prison. The Juvenile Court wants to be good stewards of the finances and tax-payer dollars. Judge Smith is not asking to amend the Courts budget. She wants to pay fair-market value for the space and reiterates that security could be a costly issue if she was to have to find another location. In the future she feels that mediation with JFS could be held there as well.

The Commissioners divert to Director Kautzman for her opinion. She states that the space is available, but she has not received the yearly cost per square foot yet. However, last year the cost would have been \$3,105.46 per month. There are improvements being made to the building, so in a couple of years the cost per square foot will go up.

Commissioner Badalamenti mentions the roof that was just replaced.

Judge Smith mentions a side note that there is water coming in through the ceiling of her Court Administrator's office. She then mentions if the space is secure enough to be rentable with the county IT tower being housed there.

The Commissioners state that area could be sealed off, and they all agree that could be a workable issue.

Commissioner Christian-Bennett asks Director Kautzman if any other department/agency has expressed a need or interest in the area. Director Kautzman says that there has not. She's aware of some repairs that need to be completed due to leaks from the past. Regardless, the area needs upkeep, and the carpets need cleaning.

The Commissioners agree that is work that needs to be completed regardless of who they rent to.

Commissioner Badalamenti states that he is in favor of the Judge being able to use the space for the program.

Commissioner Christian-Bennett confirms with the Judge that she will not have to revise her budget and asks her if the funding for the space would come from grants. Judge Smith states that they use grant funding for direct services; for the salaries of 10 or 11 employees. That has been the easiest, cleanest way to show The Ohio Department of Youth Services where the money is going. It's harder to convince them to pay for rent. She does have money in the budget for this space, that she had not intended. The funds were planned to be used for another project involving scanning. She states that they will do that in-house and use the money that is already set aside for rent. She doesn't need to amend or revise.

Commissioner Christian-Bennett asks about the future. Judge Smith states that going forward the amount will need to be anticipated. Commissioner Christian-Bennett says her point is that the funds can be court ordered. If an outside agency was to occupy the space, then outside funding would be received. She mentions that there has been a lot of money invested in the building due to it being older, and that is why she is asking about grant funding.

Judge Smith states that she receives over a million dollars in grant funding. She could always take positions off the grant for salary, and pay the rent, but she doesn't know if that would make the most sense. She doesn't believe that the DWS grants allow for direct payments for space.

Due to time constraints Commissioner Badalamenti asks the Judge if she would allow The Board to think about it for a few days and let her know.

## **NOPEC**

Present: Joshua Burns, Director of Government Affairs  
Jeffrey Heinrich, Portage County Relationship Manager

### **Discussion:**

#### *1. Natural Gas and Electric*

Mr. Burns introduced himself and stated that he is responsible for all 240 NOPEC communities and relationships with their government professionals. Their goal is to give the best services to all the communities. He was asked to be in attendance today to talk about the Preferred Pricing Program. He provides the Commissioners with general information regarding NOPEC before describing the program. Mr. Burns states that the Preferred Pricing Program is one of the simpler programs that takes and aggregates the load of all municipal sites whether it's from a fire station, administrative building, or street lighting. The amount is then bundled at cost. There are no utility add-on costs and the price would be whatever the market rate is at the time for traditional or renewable energy costs; whatever is chosen. One-, two-, or three-year contracts are offered depending on the county's budget cycle. Mr. Burns cannot give exact pricing today because the energy market has been so volatile. He wants to make sure that if quotes are given, they are as accurate as possible. It will take about 30 days for everything to get switched over and NOPEC can handle pretty much any load and any number of accounts. They have a call center that is available 24/7 that is based out of Michigan if help is ever needed, and he states that he and Mr. Heinrich are also available.

Commissioner Christian-Bennett wanted to state for the record that Mr. Burns is here to discuss pricing for the county facilities, not the aggregate that goes into the unincorporated areas. She states that the County is still under contract until 2025 with Palmer Energy who uses Dynegy as a supplier. She confirms with Mr. Burns that if the Board decides that they want to consider another supplier,

they need to snop around a little closer to the 2025 date to get more comparable, accurate rates for the market at that time.

Commissioner Badalamenti asks for some clarification as to when they need to notify if they decide to seek out a different company. Is it at least a year in advance if they plan on not using them?

County Administrator, Michelle Crombie states that her understanding of the situation is that they must let the current contractor know by February 1<sup>st</sup> if they want out of the current contract, based on recent conversations. That is why NOPEC is here to give an option as to whether the Board would like to stay with CCAO or look at alternatives.

Commissioner Badalamenti clarified that February 1<sup>st</sup> is 6 days away. He feels that Palmer was decided on relatively quickly three years ago after a presentation with a resolution immediately following.

Commissioner Christian-Bennett states that it wasn't exactly like that, and Palmer went out and shopped and came back with the rates. The Board selected what provider they wanted, and it was discussed before Commissioner Badalamenti took office. She says that NOPEC can't give rates today. Verification is being received as to whether the deadline for notification is February 1<sup>st</sup>. There's some confusion because CCAO was contacted and they state that there is not an opt out window of February 1<sup>st</sup>, with the opt out date being closer to the termination date.

County Administrator Crombie reiterates that her understanding is that currently, they had to inform CCAO by February 1<sup>st</sup> of 2024 if they want to be out of the 2025 contract, however there is discussion that is being had stating that is not the case even though that is what the Prosecutor's Office had informed. Administrator Crombie confirmed with Director Kautzman, that she was accurate in her explanation.

Commissioner Badalamenti asks who has been contacted regarding confirmation of a notification date. Commissioner Christian-Bennett says that Palmer Energy is stating that an opt-out provision is not even a part of the contract.

Commissioner Badalamenti states that he is missing the process here and questions the fact that no decisions are going to be made today. It was the administration's understanding that a decision had to be made a year out, and that is why NOPEC is here to present. Hopefully an answer will be received today as to whether there is an opt out window.

County Administrator Crombie asks for some direction from the Board as to whether they would like to entertain some numbers from NOPEC and notify CCAO that they are looking into some things before a final decision is made.

Before Commissioner Badalamenti agrees to move forward, he would like to agree to receive verification on the opt out date and if it is February 1<sup>st</sup>.

County Administrator Crombie asks Mr. Burns to educate them on the process of providing cost quotes and how long the quotes would be good for. Mr. Burns states that it is difficult to give savings numbers because every community and situation is different. Generally, NOPEC would receive a list of accounts that would be switched over so the supplier can get an idea of the load, and then it is usually 24-48 hours before an actual quote is given. From there the quotes are good for a week or can only be extended for a couple of weeks. That's partially because of the market. During the end of the year, they can give a little bit longer if they know that is what The Board is looking for.

Commissioner Badalamenti clarifies that any pricing that is given now or for the next couple of weeks will not be viable examples for 2025.

Mr. Burns gives an example of the year 2022 when the global energy market went crazy. They would have given a price in January not knowing that prices were going to skyrocket by August. Mr. Burns presumes that NOPEC did the best thing for the consumer by moving everyone back to the lower pricing including the municipal accounts. Regardless, they try to do the best for all the communities.

Commissioner Christian-Bennett would like to know if NOPEC goes out to bid and brings the pricing back where the supplier than can be selected, like Palmer? Or does NOPEC select a supplier for them. Mr. Burns states that they work with the one current supplier, which is NextEra Energy. That's who provides the rates. That's how they can get at-cost rates for municipalities.

Commissioner Badalamenti asks that if Mr. Burns was in his position, where he was to choose between two companies that do the same thing, what would he be looking for? Mr. Burns states that the Board is on track with their questioning of what the requirements of the current contract are. He states that NOPEC is happy to stay in contact throughout the process. He's willing to provide ballpark estimates from other communities and what their recent pricing has been. He states that there is not a notice requirement whether it is 12, 24, or 36 months, rather they require normal early termination fees that are in the normal terms and conditions. They are happy to provide as much information as possible as early as possible.

The Commissioners state that they would wait until they were 3 to 4 months out before the end of the current contract and start getting quotes.

County Administrator Crombie asked Mr. Burns to confirm that there are no opt-out fees for NOPEC for municipal accounts.

Mr. Burns states that there is not a notification requirement if they decide to do a 1-year contract. They do not have to provide 6-month notice. The fee for getting out early would depend on how much time is left on the contract and what the load is. It would be a pro-rated amount and would be for early termination only. There is no fee if the terms of the contract are met. The Commissioners thank Mr. Burns for coming in.

## **JOB AND FAMILY SERVICES**

Present: Director Kellijo Jeffries

### **Proclamations:**

Lisa Walker is being acknowledged today for her 31 years of service, and Sue Brannon is retiring after 36 years of service. This is Ms. Walker's last week, and Ms. Brannon's is next Wednesday, January 31<sup>st</sup>.

1. Lisa Walker
2. Sue Brannon

### **Discussion:**

Director Jeffries just wanted to highlight some changes from November in her updates.

- There was a slight decrease in calls in the Net Transportation area. There is still a vast need for transit within the county.
- Under the Public Assistance, the Benefit Recovery, overpayment claims are still being calculated. There is a bit of a reduction in the dollars being collected. This is going to be investigated.

- There are no participation numbers available in the Workforce area. They will be given in the next Department update.
- Benefit Bridge now has 51 residents that are transitioning from public assistance. The state is continuing the program. Director Jeffries would rate the team with an A with their work at Benefit Bridge. Commissioner Badalamenti asks what some of the challenges have been with this pilot program and if glitches with connecting programs are noticed: Mandy Minnick and her team head the Benefit Bridge program development for the county, and she states that some of the challenges are due to new processes being developed. Another challenge is that money is given directly to clients instead of vendors and teaching them how to manage it on their own. This involves a learning curve. She states that the challenge is to try to develop this program and connect it to others. Glitches with other programs are noticeable then but it is leveraged the most by combining it with the other programs. She gives examples of a homeless couple who are now working and have an apartment and car. They are receiving rent assistance while they get other things in order. Portage was one of 16 counties to pilot the program and the governor has now earmarked dollars to expand around the state.
- For Child Protective Services, the numbers have remained the same as far as children in custody.
- Child Support provides 1.6 million dollars a month for families for child support and the employment numbers have been consistent as well. December ended with 192 employees. Director Jeffries will come back with a conversation about staffing later for 2024.
- Customer Service Survey results: There was a decrease in respondents. Numeric scores have been consistent. Issues with the call center are being addressed. The issue is with the phone system is statewide. Commissioner Christian-Bennett wanted to give kudos to the staff for the turnaround on messages.
- Senior Support Services carried out surveys in the last quarter of the year. No responses were received in December, and they will continue to make them available to seniors. The surveys help with gaging what is needed for the demographic.
- Calm or Insight Timer Subscriptions: There are some training options that are going to be investigated and brought to the Board's attention next month with health and wellness initiatives for the staff. There are 2 subscriptions that will be investigated; Calm and Insight Timer both help with stress and meditation. The department will pay for the subscription if decided upon.
- On a quarterly basis JFS meets with the Sheriff's Department. 1.5 FTE positions are held by Sergeant Wick and Detective Romo. They assist Child and Adult Protective Services with investigations. 2 FTEs are being requested for the remainder of 2024 from April through December. They want to pull Detective Wick from the team and integrate someone else. They would like to take the extra time to acclimatize her to the nuances of the position. JFS is in full support. They would default back to 1.5 in January 2025.

Commissioner Christian-Bennett asks about the increase that would occur.

Ms. Brannon states that it would be around \$47,000 dollars from April-December only. Director Jeffries apologizes for not having the new Detective's name, but she comes highly recommended and will work well with Detective Romo. The contract used to be at 2.2 FTEs and when the budget was constrained the positions were cut.

Commissioner Badalamenti reiterates that they are taking a seasoned officer and bringing them into Child Welfare. The Commissioners agree to support the increase temporarily for 2024 with the commitment to go back to 1.5 in January 2025.

- There have been challenges with case load sizes for Child Protective Services. Recently, they have been awarded a \$40,000 incentive for being one of the most improved counties from October 2022-September 2023. There was a 12.2% increase in Comprehensive Visitation Services.
- A letter of thanks was received from the ODFJS and the ODM Directors acknowledging the department's hard work.
- In the Medicaid unwinding initiative Rebecca Abbott's team has been diligent and is expected to receive incentives. The county has been above 90% in accuracy and timeliness.
- The Family and Childrens First Council is starting a Youth Sub-Council in Portage County. Information will be received from young people on what services need to be provided for the demographic.
- Director Jeffries was a part of a succession planning program 9 years ago. The program provides the opportunity to learn more about positions in the agency. Shadowing and additional training will be provided. The program was relaxed for a few years due to COVID. There are 4 individuals that applied to be in the program that is about 6 months long.
- The team is here to present their idea on a Mobile Response Unit. It includes Rebecca Abbott, Mandy Minnick, Kevin Perry, and Denise Fazenbaker.

The Public Assistance Team started by collaborating with the Haven of Portage County in September. They started going out there every other week. On-sight services were provided, and any questions that the residents had could be answered. Due to lack of phone or transportation the service is reaching individuals who are unable to contact the office in traditional ways. It has been very successful, giving the idea to start the Mobile Response Unit. They wanted to give some structure and framework to what was given at the Haven. Community members will be told when the unit will be in the area. The unit will be working closely with community leaders and agencies that are already worked with such as United Way, PMHA, CAC, and The Haven. The goal is to take JFS from a physical brick and mortar and take it to the people; to expand outreach. There are transportation and health issues that may be preventing them from seeking out services, like Food Assistance and Medicaid.

Commissioner Badalamenti asked if the group would be coming to people's homes. The program would be almost like a mini satellite. They would try to go to places with a higher concentration of residents such as public housing complexes.

Commissioner Christian-Bennett states that she was just in a meeting with NDS and Townhall II and they were discussing how to implement services to those who are impaired and may not necessarily go seeking them. The team has an idea to expand to satellite locations and eventually start a JFS mobile unit that would travel around the county. Franklin County has a similar concept already implemented.

## **EXECUTIVE SESSION**

10:09 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 compensation of a public employee. Also present: Director Kellijo Jeffries and Administrator Michelle Crombie. Roll call vote: Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

10:17 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; Anthony J. Badalamenti, Yea;



After exiting executive session, the Board took no action.

## **PROSECUTOR**

Present: Assistant Prosecutor Chris Meduri

Mr. Meduri states that he would like to place his topic on hold that he originally came to discuss. An executive session was placed on hold.

Commissioner Christian-Bennett briefly mentions the fact that the Hospital property is not intended for sale since it was bought for hospital use. They only want to sublease and not convey it. The mentioned party is interested in building, so more discussion is needed before decisions are made. Commissioner Christian-Bennett compares the situation to that of the Veterans' Office. An email was sent to Mr. Meduri with more details.

## **DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT**

Present: Director Jackie Petty

Director Petty wanted to add that Resolution #1 being presented under her department's agenda declares the necessity to add a vehicle to the Sheriff's fleet. The vehicle is a seized vehicle that is at no cost to the county. The resolution is just to acknowledge the procurement of the vehicle for informational purposes.

### **Journal Entries:**

1. The Board of Commissioners signed the Satisfaction of Mortgage for Robert L. Snyder for \$24,700.00 (Instrument No. 200810885) as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget & Finance with no exceptions noted.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Badalamenti

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

**Motion Carries**

2. The Board of Commissioners signed the Satisfaction of Mortgage for Robert L. Snyder and Nancy Faron for \$3,577.00 (Instrument No. 200817980) as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget & Finance with no exceptions noted.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Badalamenti

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

**Motion Carries**

3. The Board of Commissioners signed the Satisfaction of Mortgage for Robert L. Snyder and Nancy Faron for \$3,323.00 (Instrument No. 200817979) as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget & Finance with no exceptions noted.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Badalamenti

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

**Motion Carries**

4. The Board of Commissioners authorize Commissioner Anthony Badalamenti, President of the Board, to sign the Community Acknowledgement Form for the 2023 NOPEC Community Event Sponsorship Program, this form has been prepared and reviewed by the Department of Budget & Financial Management and the Grants Coordinator with no exceptions noted.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Badalamenti**

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

**Motion Carries**

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

5. Direct the Auditor's Office to pay/process the January 18, 2024 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 Badalamenti**

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

**Motion Carries**

6. Expenditure Review		
<b>County Funds: (0001 – 8399)</b>		
Bill Payment and ACH list totaling:		
Bill Payment list	\$1,841,852.02	(Includes late fees of: \$66.03)
ACH/Neil Group of	\$0	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$373,899.42	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$12,907.11	
Journal Vouchers totaling:	\$846.39	
Then and Now list totaling:	\$846.39	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

7. Process the January 18, 2024 budget amendments as reviewed and recommended by the Department of Budget and Financial Management.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Badalamenti**

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

**Motion Carries**

## **Resolutions:**

1. Declare the Necessity to Add to the Portage County Commissioner's Fleet One Seized Vehicle for Use by the Portage County Sheriff's Office./Resolution No. 24-0059
2. Accept the Grant Award from the FY2022 Hazardous Materials Emergency Preparedness Grant (HMEP) on Behalf of the Portage County Emergency Management Agency (Federal Pass-Thru # 693JK32240034HMEP)./Resolution No. 24-0060
3. Authorize the Application to the Ohio Office of Criminal Justice Recovery Ohio 2024 Grant Program on Behalf of the Portage County Sheriff's Office./Resolution No. 24-0061
4. Authorize the Application to the Ohio Environmental Protection Agency (OEPA) for Asset Management Development Grant Program for the Portage County Public Water System, for the Portage County Water Resources Department./Resolution No. 24-0062
5. Amend Resolution 24-0015 to be a Cash Advance from Fund 7201, WC RR P General Administration to Fund 7233, WC Prospective Rating Plan 2024./Resolution No. 24-0063

## **HUMAN RESOURCES**

Present: Director Tami Soltis

### **Journal Entries:**

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

1. Approve anniversary and/or step increases for the following non-bargaining employees:
  - o Michael Ambrose ~ Internal Services
  - o Gerry Lower ~ Budget & Finance

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Badalamenti

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

**Motion Carries**

## **PORTAGE DEVELOPMENT BOARD**

Present: Brad Ehrhart & the President of Spring Seal, Mark Knapp

### **Discussion:**

1. *Enterprise Zone Agreement for SpringSeal/MCSM LLC*
  - a. Resolution #11 under Internal Services

Mr. Ehrhart states that he is here to present for County Approval an Enterprise Zone Property Tax Abatement for SpringSeal and MCSM LLC. He introduces Mr. Mark Knapp the president of the company. Mr. Ehrhart gives some quick statistics on the planned project:

- The plan is to construct a 10,000-20,000 square foot area.
- Total project cost which includes land, building and machinery is 1.82 million dollars.
- They will be creating another 10 jobs over the next 3 years.
- Total jobs currently are 60 full time and 1 part-time.
- Total payroll is close to 3 million dollars.

Mr. Ehrhart states that SpringSeal is a great company, and this is their second expansion.

Mr. Knapp states that the company is located on Enterprise Parkway by Sheetz. They had facilities all over the country at one point; St. Louis MO, and Portland OR., and one in Garrettsville, OH. There was also office space in Streetsboro. All the locations were combined to the Ravenna location about 10 years ago. The last expansion took place right before the Pandemic and the growth here in Ravenna has been exponential. The first building that was erected was 20,000-30,000 square feet. Now the building is close to 80,000 square feet with the plan to add another 10-20,000 onto the new property that was purchased in the same industrial park. The goal is to add on to that building until it is 100-150,000 square feet. The company makes plastic products for mostly OEM Manufacturing for pipe companies, for example: the sealing system for the black corrugated piping that is seen on the sides of the roads; rubber gasket type fittings, that are made from a thermal plastic product that is fully recyclable. They have a system that allows them to combine multiple materials together so there can be hard and soft phases in the gasket which allow it to perform better in the industry. They have been very successful worldwide.

Commissioner Badalamenti asks what market is targeted? They work with the construction market and with storm water retention systems. They have begun expansion into other markets.

The Commissioners are happy about the expansion in Portage County.

Mr. Ehrhart states that the Abatement proposal has gone through the city and the School District. The Commissioners ask Mayor Seaman his opinion. Mayor Seaman states that they are a wonderful, family business, and that Mr. Knapp's wife also works in billing at the location. He states that they are always a pleasure to work with. Mr. Knapp himself grew up in Garrettsville.

Commissioner Christian-Bennett gives a recap: The improvement to real property will receive a 100% tax abatement for a 10-year period. The resolution will be presented by Internal Services.

## **INTERNAL SERVICES**

Present: Shannon Kautzman

### **Discussion:**

#### *1. Project Updates*

- Administration Building – The Resolution to award the RFQ to an architect will be presented. A meeting with the departments will be scheduled with the architects to get an idea of the project cost. Hasenstab Architects have worked with the County in the past. They already have several plans of the buildings which will aid in the Keltron System upgrade.

-It has been brought to the attention of Director Kautzman that a new generator for the Administration Building will be installed outside on a slab. In the location there used to be a chimney that was collapsed and behind it an incinerator. The incinerator needs to be removed to put the generator there. The cost is tremendous and only one contractor got back with the director on taking the job, Hummell Construction. The whole building will then have a backup generator at that point and not just certain parts of the building. The expense will have to come out of the maintenance budget.

-There may be a separate contract with the same architect to perform the work to the Keltron System.

-Director Kautzman has budgeted for the replacement of the Maintenance Garage Roof this year as it was postponed from last year. Boak and Sons are willing to do the

work at the cost that they quoted last year. Director Kautzman states that the company is very helpful.

- Judge Giulitto's office space renovation has started, and it is stated to take approximately 2 weeks to complete.
- At the Riddle Block Building the walk through is on the 26<sup>th</sup> of January at 11:30 for the roof replacement and the HVAC replacement. Commissioner Badalamenti would like to go and he asks if the 4<sup>th</sup> floor is where you gain access to the roof. He asks for a description of where the other huge room is on that floor.

Director Kautzman confirmed that Airport Director Hartigan did not need to be present for a resolution being presented under Internal Services.

**Resolutions:**

1. The Board of Commissioners agrees to enter into an agreement for damage assessment software with Portage County Emergency Management Agency and Futurity IT, Inc./Resolution No. 24-0064
2. The Board of Commissioners agrees to enter into an agreement for development of a custom iPhone and Android mobile application for emergency management related information with Portage County Emergency Management Agency and OCV, LLC./Resolution No. 24-0065
3. The Board of Commissioners approves the general sewer and water agreement for improvements to Pleasant Lakes Block D Condominiums, Portage County Water Resources Department Project No. BR-2 06-360./Resolution No. 24-0066
4. The Board of Commissioners authorizes the execution of an agreement with the Portage County Water Resources Department and the Portage County Regional Planning Commission for the purpose of Geographic Information Systems Services./Resolution No. 24-0067
5. The Board of Commissioners agrees to enter into an agreement with Hasenstab Architects, Inc. for professional architectural design services for the Portage County Administration Building Renovation Project and upgrade of the Keltron System./Resolution No. 24-0068
6. The Board of Commissioners agrees to enter into a real estate agreement for the property located at 211 South Chestnut Street, Ravenna, Ohio./Resolution No. 24-0069
7. The Board of Commissioners agrees to approve specifications and set the Request for Proposal date for transportation services for the Portage County Department of Job & Family Services./Resolution No. 24-0070
8. The Board of Commissioners accepts proposal of Pennoni and enters into an agreement for providing professional design services for the project known as Judson Road Bridge Rehabilitation (FRA 247, T143A) in Franklin Township, Portage County./Resolution No. 24-0071
9. The Board of Commissioners authorizes execution of an agreement with the Portage County Combined General Health District for the purpose of cooperation and coordination as it relates to the execution of responsibilities of the Portage County Storm Water District./Resolution No. 24-0072

10. The Board of Commissioners agrees to enter into an agreement for aviation branded fuel support provider with the Portage County Regional Airport and Purvis Brothers, Inc./Resolution No. 24-0073
11. The Board of Commissioners agrees to enter into an agreement within the rural enterprise zone of the City of Ravenna, Ohio with SpringSeal, Inc and MCSM, LLC Tax Abatement Agreement for real property only./Resolution No. 24-0074
12. The Board of Commissioners approves and authorizes the execution of a permanent easement to be granted to the Ohio Department of Transportation, a temporary easement to the Ohio Department of Transportation for work purposes, and a contract for the right of entry to the Ohio Department of Transportation for work purposes along RT 44 concerning the areas described in those instruments./Resolution No. 24-0075

## MISCELLANEOUS

### Journal Entries:

1. The Board of Commissioners sign the January 12, 2024, correspondence to Lyndsay Cummins releasing and terminating the Road Bond for the Special Hauling issued by The Hartford Fire Insurance Company under Permit # SH23-010 Bond #45BSBJB5108 in the amount of \$80,000 is being released and returned at their request as recommended by the County Engineer's Office.  
**Motion: Commissioner Christian-Bennett**  
**Seconded: Commissioner Badalamenti**  
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Badalamenti, Yea; Commissioner Tinlin, ABSENT;  
**Motion Carries**
2. The Board of Commissioners sign the January 17, 2024, correspondence to Brianna Fickeisen releasing and terminating the Haul Road Use and Maintenance Agreement issued by The Hartford Fire Insurance Company under Bond #45BSBIU0769 in the amount of \$50,000. Bond is being released and returned at Maplecrest LLC's request as recommended by the County Engineer's Office.  
**Motion: Commissioner Christian-Bennett**  
**Seconded: Commissioner Badalamenti**  
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Badalamenti, Yea; Commissioner Tinlin, ABSENT;  
**Motion Carries**
3. The Board of Commissioners authorize and allow the 75% reduction to the storm water fee being charged to Parcels #32-021-10-00-019-000 & #32-021-10-00-020-000, owned by Rootstown United Methodist Church on State Route 44 in Rootstown in accordance with Resolution 09-0835, Section 9, Credit Program, and authorize the reimbursement overpayment of the storm water utility fees from the last billing period, for the above-mentioned parcels, in accordance with Resolution 09-0835, section 7 as requested by the Portage County Storm Water District.  
**Motion: Commissioner Christian-Bennett**  
**Seconded: Commissioner Badalamenti**  
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Badalamenti, Yea; Commissioner Tinlin, ABSENT;  
**Motion Carries**

4. The Board of Commissioners acknowledged receipt of the January 15, 2024 Certificate of the County Auditor that the Total Annual Appropriations from each fund **DOES EXCEED** the Official Estimate of Resources for the fiscal year beginning January 1, 2024, as presented by the Portage County Auditor's Office.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Badalamenti**

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

**Motion Carries**

5. In accordance with Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Record of Proceedings and Transactions for December 2023, as presented by the Portage County Sheriff's Office.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Badalamenti**

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

**Motion Carries**

6. In accordance with the ORC Section 325.07, the Board of Commissioners acknowledged receipt of the Portage County Sheriff's Transporting Report for December 2023 as presented by the Portage County Sheriff's Office.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Badalamenti**

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

**Motion Carries**

7. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for January 8, 2024 through January 14, 2024 as presented by Chief Dog Warden David McIntyre.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Badalamenti**

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

**Motion Carries**

8. The Board of Commissioners acknowledged receipt of the January 22, 2024 Certificate of the County Auditor that the Total Annual Appropriations from each fund **DOES EXCEED** the Official Estimate of Resources for the fiscal year beginning January 1, 2024, as presented by the Portage County Auditor's Office.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Badalamenti**

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

**Motion Carries**

9. The Board of Commissioners signed the January 19, 2024 correspondence to JoLayne Morneau, Architecture Development Reviews Manager at the State Historic Preservation Office (SHPO), regarding activities determined to be exempt from the SHPO review, as presented by the Regional Planning Commission.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Badalamenti**

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

**RECESS: 10:45 AM**

**RECONVENE: 11:01 AM**

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**RESOLUTION NO. 24-0059      -      RE:    DECLARE THE NECESSITY TO ADD TO THE  
PORTAGE COUNTY COMMISSIONER'S FLEET  
ONE SEIZED VEHICLE FOR USE BY THE  
PORTAGE COUNTY SHERIFF'S OFFICE**

It was moved by Sabrina Christian-Bennett, seconded by Anthony J. Badalamenti that the following resolution be adopted:

- WHEREAS,**      the Portage County Board of Commissioners declares it necessary to add to the Portage County Commissioner's fleet one (1) used vehicle, a 2016 Cadillac ATS, VIN No.1G6AA5RA9G0113744, with 97,539 in mileage, for use by the Portage County Sheriff's Office; and
- WHEREAS,**      Pursuant to ORC 4503.234, the Portage County Sheriff's Office Crime Enforcement Unit seized this vehicle, and the Portage County Common Pleas Court filed a Judgment Entry on December 27, 2023 authorizing the forfeiture of said vehicle; and
- WHEREAS,**      the total cost of the vehicle is **\$0**; now therefore be it
- RESOLVED,**      that the Portage County Board of Commissioners declares it necessary to add to the Portage County Commissioner's fleet one (1) used 2016 Ford Cadillac ATS, VIN No.1G6AA5RA9G0113744 for use by the Portage County Sheriff's Office; and be it further
- RESOLVED,**      that 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,**      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, Absent;

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**RESOLUTION NO. 24-0060      -      RE:    ACCEPT THE GRANT AWARD FROM THE  
FY2022 HAZARDOUS MATERIALS  
EMERGENCY PREPAREDNESS GRANT  
(HMEP) ON BEHALF OF THE PORTAGE  
COUNTY EMERGENCY MANAGEMENT  
AGENCY (FEDERAL PASS-THRU #  
693JK32240034HMEP)**

It was moved by Sabrina Christian-Bennett, seconded by Anthony J. Badalamenti that the following resolution be adopted:

**WHEREAS,**            the Board of Portage County Commissioners adopted Resolution No. 22-0202 authorizing grant application to the Hazardous Materials Emergency Preparedness Grant Program for the Portage County Emergency Management Agency; and

**WHEREAS,**            Portage County has been awarded FY2022 Hazardous Materials Emergency Preparedness Grant funds to conduct training courses; and

**RESOLVED,**            the Portage County Board of Commissioners accepts the FY2022 Hazardous Material Emergency Preparedness Grant funding [Agreement Number 162073] for the grant period ending September 29, 2024, in the amount of fifty-two thousand and 00/100 dollars **(\$52,000.00)** with a 20% local match obligation of thirteen thousand and 00/100 dollars **(\$13,000.00)**, from Fund 1170 for a total project cost of **\$65,000.00**; and be it further

**RESOLVED,**            that the Board of Portage County Commissioners authorizes the Portage County Emergency Management Agency Director to sign all necessary documents associated with this grant; and be it further

**RESOLVED,**            that a copy of this resolution be filed with the Portage County Auditor, the Department of Budget & Financial Management, and the Emergency Management Agency; 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, Absent;

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**RESOLUTION NO. 24-0061**

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**RE: AUTHORIZE THE APPLICATION TO THE  
OHIO OFFICE OF CRIMINAL JUSTICE  
RECOVERY OHIO 2024 GRANT PROGRAM  
ON BEHALF OF THE PORTAGE COUNTY  
SHERIFF'S OFFICE**

It was moved by Sabrina Christian-Bennett, seconded by Anthony J. Badalamenti that the following resolution be adopted:

**WHEREAS,** the Portage County Sheriff's Office is eligible to receive funding through the Ohio Office of Criminal Justice, Recovery Ohio 2024 Grant Program in the amount of **\$39,526.40**, directly related to law enforcement functions; and

**WHEREAS,** the Portage County Sheriff recommends the submittal of an application to receive funding for personnel, overtime, confidential funds and 1 new vehicle for the Portage County Drug & Violent Crime Unit; now therefore be it

**RESOLVED,** the Board of Portage County Commissioners authorizes the Portage County Sheriff's Office to submit an electronic Grant application to the Ohio Office of Criminal Justice, Recovery Ohio 2024 Grant Program in the amount of **\$39,526.40 with no local match requirement** to be administered by the Portage County Sheriff's Office; and be it further

**RESLOVED,** the time period for the use of these funds is May 1, 2024 – April 30, 2025; and be it further

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

**RESOLVED,** 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, Absent;

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**RESOLUTION NO. 24-0062**

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**RE: AUTHORIZE THE APPLICATION TO THE OHIO ENVIRONMENTAL PROTECTION AGENCY (OEPA) FOR ASSET MANAGEMENT DEVELOPMENT GRANT PROGRAM FOR THE PORTAGE COUNTY PUBLIC WATER SYSTEM, FOR THE PORTAGE COUNTY WATER RESOURCES DEPARTMENT**

It was moved by Sabrina Christian-Bennett, seconded by Anthony J. Badalamenti that the following resolution be adopted:

- WHEREAS,** this Board by Resolution No. 74-78, adopted April 11, 1974, established Portage County Regional Sewer District, hereinafter called the "SEWER DISTRICT"; and
- WHEREAS,** Resolution No. 74-204, adopted September 5, 1974, established the general plan of water in the SEWER DISTRICT; and
- WHEREAS,** Ohio Administrative Code 3745-87-01, effective 11/8/2018 established that all public water systems must develop and maintain an asset management program; and
- WHEREAS,** the Portage County Water Resources Department (PCWR) has developed a program and written plan; and
- WHEREAS,** since 2018, PCWR has spent many manhours and upwards of \$100,000.00 on software to implement a computerized maintenance and management system (CMMS) for all County owned assets; and
- WHEREAS,** PCWR needs additional tablets for staff to use the CMMS software in the field to collect data; and
- WHEREAS,** the OEPA is accepting grant applications for up to \$15,000.00 to fund continuing development and implementation of an asset management program development; now therefore be
- RESOLVED,** that this Board of Commissioners authorizes the Water Resources Department to submit an application for the OEPA Asset Management Program Development Grant for up to **\$15,000.00** grant award; and be it further

- RESOLVED,** that the Board of Commissioners authorizes the President or Vice President of the Board to sign any and all documents pertaining to this grant; and be it further
- RESOLVED,** that a copy of this resolution be filed with the Portage County Department of Budget & Financial Management, the Portage County Auditor, the Portage County Water Resources Department, and the Portage County Prosecutor's Office; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

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**RESOLUTION NO. 24-0063      -      RE:      AMEND RESOLUTION 24-0015 TO BE A  
CASH ADVANCE FROM FUND 7201, WC RR  
P GENERAL ADMINISTRATION TO FUND  
7233, WC PROSPECTIVE RATING PLAN  
2024**

It was moved by Sabrina Christian-Bennett, seconded by Anthony J. Badalamenti that the following resolution be adopted:

- WHEREAS,** via Resolution 24-0015, the Board of Commissioners approved a transfer of \$100,000.00 from Fund 7201, WC RR P General Administration to Fund 7233, WC Prospective Rating Plan 2024, and
- WHEREAS,** this transfer should be changed to a cash advance to Fund 7233, in order that any balance remaining at the end of FY2024 can be paid back to Fund 7201; now therefore be it
- RESOLVED,** that the following amendment be made to change the transfer account to an advance account, as recommended by the Director of Budget and Financial Management:

**FROM:**

FUND 7201 WC RR P GENERAL ADMINISTRATION

ORGCODE – 72010019

Debit Expense Account

Object 920000 Advance Out

\$ 100,000.00

**TO:**

FUND 7233, WC PROSPECTIVE RATING PLAN 2024

ORGCODE - 72330012

Credit Revenue Account

Object 290000 Advances In

\$ 100,000.00

; and be it further

**RESOLVED,**

that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, Department of Budget and Financial Management & County Administrator; 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, Absent;

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**RESOLUTION NO. 24-0064**

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**RE: ENTER INTO AN AGREEMENT FOR  
DAMAGE ASSESSMENT SOFTWARE  
BETWEEN THE PORTAGE COUNTY BOARD  
OF COMMISSIONERS ON BEHALF OF THE  
PORTAGE COUNTY EMERGENCY  
MANAGEMENT AGENCY AND FUTURITY IT,  
INC.**

It was moved by Sabrina Christian-Bennett, seconded by Anthony J. Badalamenti that the following resolution be adopted:

**WHEREAS,**

the Portage County Emergency Management Agency has a need for damage assessment software to streamline our damage assessment process for our local governments and the Emergency Management Agency, increase situational awareness in the Emergency Operations Center and seek higher reimbursement from FEMA should we have a catastrophic disaster; and

**WHEREAS,**

Futurity It, Inc., provides the needed damage assessment software to streamline the financial recovery process; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into a damage assessment software agreement to streamline the financial recovery process between the Board and Futurity IT, Inc., 201 Spear St., Suite 1100, San Francisco CA 94105 for the term of January 1, 2024, through December 31, 2024; and be it further

**RESOLVED,** that the total software subscription fee under this Agreement shall not exceed Four thousand seven hundred twenty-five and 00/100 dollars (\$4,725.00) 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, Absent;

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<b>RESOLUTION NO. 24-0065</b>	-	<b>RE:</b>	<b>ENTER INTO AN AGREEMENT FOR THE DEVELOPMENT OF A CUSTOM iPhone AND ANDROID MOBILE APPLICATION FOR EMERGENCY MANAGEMENT RELATED INFORMATION BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY EMERGENCY MANAGEMENT AGENCY AND OCV, LLC.</b>	

It was moved by Sabrina Christian-Bennett, seconded by Anthony J. Badalamenti that the following resolution be adopted:

**WHEREAS,** the Portage County Emergency Management Agency requested and the Board of Commissioners approved the development of a custom iPhone and Android mobile application for emergency management related information; and

**WHEREAS,** OCV, LLC will update and modify the iPhone and Android mobile application to collect information from existing sources (Facebook, Twitter, Blogs, etc.) and present them within the app: now therefore, be it

**RESOLVED,** that the Portage County Board of Commissioners does hereby agree to enter into an agreement for the development of a custom iPhone and

**RESOLVED,** that the total service amount under this Agreement shall not exceed four thousand nine hundred ninety-five 00/100 dollars (\$4,995.00) and be it further

reviewed the SEWER & WATER plans and has completed all testing and construction inspections of the SEWER & WATER; now therefore be it

**RESOLVED,** that this Board does hereby agree to enter into a General Sewer & Water Agreement with the OWNER; and be it further

**RESOLVED,** that the SEWER & WATER improvements having been constructed at a prior Owner's expense, for the approximate sum at the time of construction of Two Hundred Sixteen Thousand, Eight Hundred Fifty and 00/100 (\$216,850.00), upon confirmation that all conditions of the aforementioned General Sewer & Water Agreement have been met to the satisfaction of the Portage County Sanitary Engineer, the Board will accept the SEWER & WATER improvements for the IMPROVED AREA as a gift to own, operate and maintain; and be it further

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

Roll call vote as follows:

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

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**RESOLUTION NO. 24-0067**

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**RE:**

**AUTHORIZE EXECUTION OF AN AGREEMENT BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS FOR THE PORTAGE COUNTY WATER RESOURCES DEPARTMENT (PCWR) AND THE PORTAGE COUNTY REGIONAL PLANNING COMMISSION (RPC) FOR THE PURPOSE OF GEOGRAPHIC INFORMATION SYSTEMS (GIS) SERVICES.**

It was moved by Sabrina Christian-Bennett, seconded by Anthony J. Badalamenti that the following resolution be adopted:

**WHEREAS,** the Board intends to engage RPC to perform certain GIS services necessary for PCWR, and to provide all necessary labor, materials, tools, etc. to perform such work; and

**WHEREAS,** the RPC can provide and agrees to undertake such services required by PCWR, and authorized by its By-Laws and Ohio Revised Code 713.21 and 713.23; and



**WHEREAS,** cost for the RPC to perform said GIS services shall not exceed \$45,000.00 for the period of January 1, 2024 through December 31, 2024; now for there be it

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

Roll call vote as follows:

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

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**RESOLUTION NO. 24-0068**

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**RE: ENTER INTO AGREEMENT WITH  
HASENSTAB ARCHITECTS, INC. FOR  
PROFESSIONAL ARCHITECTURAL DESIGN  
SERVICES FOR THE PORTAGE COUNTY  
ADMINISTRATION BUILDING RENOVATION  
PROJECT AND UPGRADE OF THE  
KELTRON SYSTEM FOR THE BOARD OF  
COMMISSIONERS.**

It was moved by Sabrina Christian-Bennett, seconded by Anthony J. Badalamenti that the following resolution be adopted:

**WHEREAS,** the Portage County Board of Commissioners has established the need for architectural services for the Portage County Administration Building renovation project and the upgrade in the Keltron System; and

**WHEREAS,** Hasenstab Architects, Inc. were selected as best qualified through the RFQ process to provide the services at this location; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby approve the agreement with Hasenstab Architects, Inc, 190 N. Union St., Suite 400, Akron OH 44304 to provide services for the Portage County Administration Building renovation project and the upgrade to the Keltron System; and be it further

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

## Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

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**RESOLUTION NO. 24-0069**

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**RE: ENTER INTO REAL ESTATE LEASE  
AGREEMENT FOR THE PROPERTY  
LOCATED AT 211 SOUTH CHESTNUT  
STREET, RAVENNA, OHIO.**

It was moved by Sabrina Christian-Bennett, seconded by Anthony J. Badalamenti that the following resolution be adopted:

**WHEREAS,**                      the Board of Commissioners wishes to lease real estate property situated in the County of Portage, known for street numbering purposes as 211 South Chestnut Street, Ravenna, Ohio; and

**WHEREAS,**                      Anthony Sylvester dba Sly Bail Bonds has an interest in leasing said property; now therefore be it

**RESOLVED,**                      that the Board of Portage County Commissioners does hereby agree to enter into a Lease Agreement for the property listed above with Anthony Sylvester for a term of one (1) year, beginning January 1, 2024 and ending December 31, 2024; and be it further

**RESOLVED,**                      that the amount of rent shall be five hundred eight dollars (\$508.00) per month; 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, Absent;

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**RESOLUTION NO. 24-0070**

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**RE: APPROVE SPECIFICATIONS AND SET THE  
REQUEST FOR PROPOSAL DATE FOR  
TRANSPORTATION SERVICES FOR THE  
PORTAGE COUNTY DEPARTMENT OF JOB**

**& FAMILY SERVICES.**

It was moved by Sabrina Christian-Bennett, seconded by Anthony J. Badalamenti that the following resolution be adopted:

**RESOLVED,** that the specifications for receiving proposals for transportation services for the Portage County Department of Job & Family Services 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, (Entrance off Chestnut St.) 449 South Meridian St., Ravenna, Ohio until 2:30 p.m. on February 14<sup>th</sup>, 2024; and be it further

**RESOLVED,** that the notice of receiving bids shall be published in the Record Courier on January 23<sup>rd</sup>, 2024 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, Absent;

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**RESOLUTION NO. 24-0071**

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**RE: ACCEPT PROPOSAL OF PENNONI AND  
ENTER INTO AGREEMENT FOR  
PROVIDING PROFESSIONAL DESIGN  
SERVICES FOR THE PROJECT KNOWN AS  
THE JUDSON ROAD BRIDGE  
REHABILITATION (FRA 247, T143A) IN  
FRANKLIN TOWNSHIP, PORTAGE COUNTY**

It was moved by Sabrina Christian-Bennett, seconded by Anthony J. Badalamenti that the following resolution be adopted:

**WHEREAS,** Resolution 23-0640 authorized the announcement of the request for proposals for professional design services for the project known as Judson Road Bridge Rehabilitation (FRA 247, T143A) in Franklin Township, Portage County, and

**WHEREAS,** Portage County Board of Commissioners authorized the Portage County Engineer, by Resolution No. 23-0707, to enter into contract negotiations between the Portage County Commissioners and Pennoni to provide professional design services for said project; now therefore be it

**RESOLVED,** that the Portage County Board of Commissioners does hereby accept the proposal of Pennoni and authorizes the Portage County Engineer to enter into an engineering agreement for providing professional design services for the project known as **Judson Road Bridge Rehabilitation (FRA 247, T143A)**; and be it further

**RESOLVED,** that said professional services will be performed by Pennoni, 2 Summit Park Drive, Suite 335, Independence, Ohio 44131 at a cost of \$75,668.00; 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, Absent;

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RESOLUTION NO. 24-0072                      -                      RE:      AUTHORIZE EXECUTION OF AN  
AGREEMENT BETWEEN THE PORTAGE  
COUNTY BOARD OF COMMISSIONERS  
AND THE PORTAGE COUNTY COMBINED  
GENERAL HEALTH DISTRICT FOR THE  
PURPOSE OF COOPERATION AND  
COORDINATION AS IT RELATES TO THE  
EXECUTION OF RESPONSIBILITIES OF  
THE PORTAGE COUNTY STORM WATER  
DISTRICT

It was moved by Sabrina Christian-Bennett, seconded by Anthony J. Badalamenti that the following resolution be adopted:

**WHEREAS** the Portage County Board of Commissioners intends to engage the Portage County Combined General Health District to perform certain monitoring, investigating, inspection and testing services required by Portage County's Ohio Environmental Protection Agency (OPEA) National Pollution Discharge Elimination System (NPDES) Phase II permit at a cost

not to exceed \$350,000.00 for the period of January 1, 2024 through December 31, 2024; now therefore be it

**RESOLVED** that the Portage County Board of Commissioners hereby authorize the execution of an agreement with the Portage County Combined General Health District for the purpose of cooperation and coordination as it relates to the execution of the responsibilities of the Portage County Storm Water District; 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, Absent;

*	*	*	*	*
<b>RESOLUTION NO. 24-0073</b>	-	<b>RE:</b>	<b>ENTER INTO AN AGREEMENT FOR AN AVIATION BRANDED FUEL SUPPORT PROVIDER BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY REGIONAL AIRPORT AND PURVIS BROTHERS, INC.</b>	

It was moved by Sabrina Christian-Bennett, seconded by Anthony J. Badalamenti that the following resolution be adopted:

**WHEREAS,** two (2) proposals were received, opened and tabulated for Aviation Branded Fuel Support for the Portage County Regional Airport on January 10, 2024; and

**WHEREAS,** upon review of the proposals received, it is the recommendation of Director of the Portage County Regional Airport and the Portage County Director of Internal Services that the Portage County Board of Commissioners accept the proposal received from Purvis Brothers, Inc. be accepted; now therefore be it

**RESOLVED,** that the Board of County Commissioners agree to enter into a contract with Purvis Brothers, Inc., 321 Mars-Valencia Road, P.O. Box 957, Mars, PA 16046; 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, Absent;

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**RESOLUTION NO. 24-0074                      -                      RE:    ENTER INTO AN AGREEMENT WITHIN THE  
RURAL ENTERPRISE ZONE OF THE CITY  
OF RAVENNA, OHIO WITH SPRINGSEAL,  
INC. AND MCSM, LLC TAX ABATEMENT  
AGREEMENT FOR REAL PROPERTY ONLY**

It was moved by Sabrina Christian-Bennett, seconded by Anthony J. Badalamenti that the following resolution be adopted:

**WHEREAS,** a Rural Enterprise Zone within the corporate boundaries of the City of Ravenna was certified by the Ohio Department of Development on August 8, 1990; and

**WHEREAS,** in accordance with Section 5709.63(C) of the Ohio Revised Code, the Portage County Board of Commissioners appointed the Mayor of the City of Ravenna as Administrator of the Enterprise Zone; and

**WHEREAS,** in accordance with Section 5709.61 to 5709.63 of the Ohio Revised Code, the City of Ravenna and the County of Portage must approve all agreements with enterprises wishing to establish, occupy, and renovate or expand businesses within the Zone; and

**WHEREAS,** the City of Ravenna is in receipt of an agreement which contains all information required under Rule 122:4-3-02 of the Administrative Code from SpringSeal, Inc. and MCSM, LLC. with its main offices located at 800 Enterprise Parkway, Ravenna, Ohio 44266, and

**WHEREAS,** the agreement between the City of Ravenna, Portage County and SpringSeal, Inc. and MCSM, LLC is upon the expressed conditions herein and in the event of any substantial default by any party in the performance of those conditions, this agreement shall terminate, at the option of either party, upon thirty days written notice from the non-defaulting party without correction; now therefore be it

**RESOLVED,** that the Portage County Board of Commissioners does hereby approve the Enterprise Zone Agreement as agreed to by and between the parties herein included, with that approval being contingent upon SpringSeal, Inc. and MCSM, LLC executing the agreement; now therefore be it further

**RESOLVED,** that the Board of Portage County Commissioners finds and determines that all formal actions of the 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, Absent;

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**RESOLUTION NO. 24-0075**

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**RE: APPROVING AND AUTHORIZING THE EXECUTION OF A PERMANENT EASEMENT TO BE GRANTED TO THE OHIO DEPARTMENT OF TRANSPORTATION, A TEMPORARY EASEMENT TO THE OHIO DEPARTMENT OF TRANSPORTATION FOR WORK PURPOSES AND A CONTRACT FOR THE RIGHT OF ENTRY TO THE OHIO DEPARTMENT OF TRANSPORTATION FOR WORK PURPOSES ALONG ST RT. 44 CONCERNING THE AREAS DESCRIBED IN THOSE INSTRUMENTS**

It was moved by Sabrina Christian-Bennett, seconded by Anthony J. Badalamenti that the following resolution be adopted:

**WHEREAS,** the Ohio Department of Transportation has requested that a **Permanent Easement** be granted by the **Portage County Board of Commissioners** to the **Ohio Department of Transportation ("ODOT")** as well as a **Temporary Easement** for work purposes, and that the Board execute a **Contract for Right of Entry**, all for a highway improvement project anticipated by ODOT in the portions of the land as described in the easements.

**RESOLVED,** the Portage County Board of Commissioners hereby approves and authorizes the execution of the Permanent Easement granting an easement to ODOT, and a Temporary Easement for work purposes, and a temporary Contract for Right of Entry to ODOT so that ODOT may perform

highway improvements ODOT may deem appropriate in the areas described in those legal instruments.

**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 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, Absent;

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**Journal Entries:**

1. The Board of Commissioners signed the Satisfaction of Mortgage for Robert L. Snyder for \$24,700.00 (Instrument No. 200810885) as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget & Finance with no exceptions noted.

**Motion:**          **Commissioner Christian-Bennett**

**Seconded:** **Commissioner Badalamenti**

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

**Absent:**          Commissioner Tinlin, Absent;

**Motion Carries**

2. The Board of Commissioners signed the Satisfaction of Mortgage for Robert L. Snyder and Nancy Faron for \$3,577.00 (Instrument No. 200817980) as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget & Finance with no exceptions noted.

**Motion:**          **Commissioner Christian-Bennett**

**Seconded:** **Commissioner Badalamenti**

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

**Absent:**          Commissioner Tinlin, Absent;

**Motion Carries**

3. The Board of Commissioners signed the Satisfaction of Mortgage for Robert L. Snyder and Nancy Faron for \$3,323.00 (Instrument No. 200817979) as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget & Finance with no exceptions noted.

**Motion:**          **Commissioner Christian-Bennett**

**Seconded:** **Commissioner Badalamenti**

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

**Absent:**          Commissioner Tinlin, Absent;

**Motion Carries**



4. The Board of Commissioners authorize Commissioner Anthony Badalamenti, President of the Board, to sign the Community Acknowledgement Form for the 2023 NOPEC Community Event Sponsorship Program, this form has been prepared and reviewed by the Department of Budget & Financial Management and the Grants Coordinator with no exceptions noted.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Badalamenti

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

**Absent:** Commissioner Tinlin, Absent;

**Motion Carries**

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

5. Direct the Auditor's Office to pay/process the January 18, 2024 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 Badalamenti

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

**Absent:** Commissioner Tinlin, Absent;

**Motion Carries**

Expenditure Review		
<u>County Funds: (0001 – 8399)</u>		
Bill Payment and ACH list totaling:		
Bill Payment list	\$1,841,852.08	(Includes late fees of: \$66.03)
ACH/Neil Group of	\$0	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$373,899.42	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$12,907.11	
Journal Vouchers totaling:	\$846.39	
Then and Now list totaling:	\$742,521.21	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

6. Process the January 18, 2024 budget amendments as reviewed and recommended by the Department of Budget and Financial Management.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Badalamenti

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

7. Approve anniversary and/or step increases for the following non-bargaining employees:
- o Michael Ambrose ~ Internal Services
  - o Gerry Lower ~ Budget & Finance

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Badalamenti

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

**Absent:** Commissioner Tinlin, Absent;

**Motion Carries**

8. The Board of Commissioners sign the January 12, 2024, correspondence to Lyndsay Cummins releasing and terminating the Road Bond for the Special Hauling issued by The Hartford Fire Insurance Company under Permit # SH23-010 Bond #45BSBJB5108 in the amount of \$80,000 is being released and returned at their request as recommended by the County Engineer's Office.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Badalamenti

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

**Absent:** Commissioner Tinlin, Absent;

**Motion Carries**

9. The Board of Commissioners sign the January 17, 2024, correspondence to Brianna Fickeisen releasing and terminating the Haul Road Use and Maintenance Agreement issued by The Hartford Fire Insurance Company under Bond #45BSBIU0769 in the amount of \$50,000. Bond is being released and returned at Maplecrest LLC's request as recommended by the County Engineer's Office.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Badalamenti

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

**Absent:** Commissioner Tinlin, Absent;

**Motion Carries**

10. The Board of Commissioners authorize and allow the 75% reduction to the storm water fee being charged to Parcels #32-021-10-00-019-000 & #32-021-10-00-020-000, owned by Rootstown United Methodist Church on State Route 44 in Rootstown in accordance with Resolution 09-0835, Section 9, Credit Program, and authorize the reimbursement overpayment of the storm water utility fees from the last billing period, for the above-mentioned parcels, in accordance with Resolution 09-0835, section 7 as requested by the Portage County Storm Water District.

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

11. The Board of Commissioners acknowledged receipt of the January 15, 2024 Certificate of the County Auditor that the Total Annual Appropriations from each fund **DOES EXCEED** the Official Estimate of Resources for the fiscal year beginning January 1, 2024, as presented by the Portage County Auditor's Office.

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

12. In accordance with Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Record of Proceedings and Transactions for December 2023, as presented by the Portage County Sheriff's Office.

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

13. In accordance with the ORC Section 325.07, the Board of Commissioners acknowledged receipt of the Portage County Sheriff's Transporting Report for December 2023 as presented by the Portage County Sheriff's Office.

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

14. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for January 8, 2024 through January 14, 2024 as presented by Chief Dog Warden David McIntyre.

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

15. The Board of Commissioners acknowledged receipt of the January 22, 2024 Certificate of the County Auditor that the Total Annual Appropriations from each fund **DOES EXCEED** the

Official Estimate of Resources for the fiscal year beginning January 1, 2024, as presented by the Portage County Auditor's Office.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Badalamenti

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

**Absent:** Commissioner Tinlin, Absent;

**Motion Carries**

16. The Board of Commissioners signed the January 19, 2024 correspondence to JoLayne Morneau, Architecture Development Reviews Manager at the State Historic Preservation Office (SHPO), regarding activities determined to be exempt from the SHPO review, as presented by the Regional Planning Commission.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Badalamenti

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

**Absent:** Commissioner Tinlin, Absent;

**Motion Carries**

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**Motion:** by Commissioner Christian-Bennett, seconded by Badalamenti that the Board adjourns the Meeting of **January 25<sup>th</sup>, 2024 at 11:01 AM.**

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

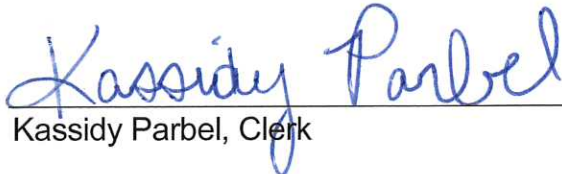
**Motion Carries**

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of **January 25<sup>th</sup>, 2024.**

  
Anthony J. Badalamenti, President

  
Sabrina Christian-Bennett, Vice President

-----ABSENT-----  
Mike Tinlin, Board Member

  
Kassidy Parbel, Clerk