



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, February 8th, 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	Present

The Board of Commissioners motion to approve the February 1st, 2024 regular meeting minutes.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

HUMAN RESOURCES

Present: Director Tami Soltis

Director Soltis stated that there was nothing out of the ordinary on her agenda today. They are just excited about filling some vacancies in Water Resources, finally.

Journal Entries:

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

1. Authorize to hire Nicholas Girbik for Streetsboro Wastewater Treatment Operator in Training, Portage County Water Resource to be effective as of Monday, February 12, 2024.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

2. Authorize to hire Robert Gaetjens for Administrative Assistant, Portage County Solid Waste Management to be effective as of Thursday, February 1, 2024.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

3. Authorize to hire Thomas Garro for Regional Wastewater Treatment Operator in Training, Portage County Water Resource to be effective as of Tuesday, February 20, 2024.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

4. Authorize to hire Valicia Crawford for Finance Administrator, Portage County Water Resource to be effective as of Tuesday, February 20, 2024.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

5. Accept the resignation of Sandra Randulic for Eligibility Specialist, Portage County Job & Family Services to be effective as of Friday, February 9, 2024.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

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

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

7. Approve anniversary and/or step increases for the following non-bargaining employees:

- Kayleigh Shaffer
- Dawn Collins
- Kassidy Parbel

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

DEPARTMENT OF BUDGET AND FINACIAL MANAGEMENT

Present: Director Jackie Petty

Director Petty states that she has a topic for discussion that just came up. The Sheriff's Office had a Tahoe that was in an accident, and it was totaled. To pay it off it will be \$49,086. A reimbursement will be received, but the Sheriff's Department does not have budget in the line to pay the current invoice. She wants to know how the Board would like her to address the situation.

It was clarified that insurance would reimburse the amount, but the bill needs to be paid now and there is no budget in the line. An internal transfer is needed in their budget line or supplemented.

Commissioner Christian-Bennett states that it is typical to do a cash-advance to their budget so that they can pay it and then once the reimbursement comes back then the funds are replaced with that. Director Petty states that the amount could be transferred from another line since their budget is going to be addressed in the future anyway and then the reimbursement can go back to the line. The Commissioners agree.

She also has a comment on Resolution # 6 for the Lead Safe Ohio Grant. Grant funding in the amount of \$900,000 was awarded to NDS and then after the award was received it was realized that 50% of the amount must be obligated by March. It's felt that NDS is best equipped to do this. The Department of Budget and Finance reached out to the Ohio Department of Development for confirmation as to whether NDS can be appointed as administrators.

Commissioner Christian-Bennett thought that NDS had already applied on their behalf, and it was her understanding that they would administer it. Director Petty states that ultimately it was awarded to the Board and then they would have to disburse it. Written notice needs to be given to the Department of Development appointing NDS instead of trying to bid it out. The resolution acknowledges in writing the intent and then Neighborhood Development Services will be able to take the lead.

Journal Entries:

1. The Board of Commissioners acknowledges and approves the 2024 Portage County contribution of \$2,932,125.48 to the Portage-Geauga County Juvenile Detention Center as 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

2. The Board of Commissioners signed the affidavit to refresh the mortgage in the amount of \$200.00 to Mary Maxwell for property at 1485 Cherrywood Brimfield, Ohio 44240 (Instrument Number 200238355) from Portage County revolving loan funds and to keep the liens valid, as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget and Financial Management with no exceptions noted.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

3. The Board of Commissioners signed the affidavit to refresh the mortgage in the amount of \$1,583.00 to Christina Lucas for property at 9531 Lida Lane Streetsboro, Ohio 44241 (Instrument Number 200342813) from Portage County revolving loan funds and to keep the liens valid, as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget and Financial Management with no exceptions noted.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

4. The Board of Commissioners signed the affidavit to refresh the mortgage in the amount of \$650.00 to Douglas Dolin for property at 10668 Holcomb Newton Falls, Ohio 44444 (Instrument Number 200230132) from Portage County revolving loan funds and to keep the liens valid, as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget and Financial Management with no exceptions noted.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

5. The Board of Commissioners signed the affidavit to refresh the mortgage in the amount of \$2,890.00 to David James for property at 2455 Summer Avenue Streetsboro, Ohio 44266 (Instrument Number 200238354) from Portage County revolving loan funds and to keep the liens valid, as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget and Financial Management with no exceptions noted.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

6. The Board of Commissioners signed the affidavit to refresh the mortgage in the amount of \$2,900.00 to Lorraine Carpenter for property at 4355 Peck Road Ravenna, Ohio 44266 (Instrument Number 200328432) from Portage County revolving loan funds and to keep the liens valid, as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget and Financial Management with no exceptions noted.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

7. The Board of Commissioners signed the affidavit to refresh the mortgage in the amount of \$6,160.00 to Lorraine A. Lake for property at 6657 State Route 225 Ravenna, Ohio 44266 (Instrument Number 200230140) from Portage County revolving loan funds and to keep the liens valid, as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget and Financial Management with no exceptions noted.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

8. The Board of Commissioners signed the affidavit to refresh the mortgage in the amount of \$12,500.00 to Colleen R. Tingler for property at 9096 Store Drive Windham, Ohio 44288 (Instrument Number 200336391) from Portage County revolving loan funds and to keep the liens valid, as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget and Financial Management with no exceptions noted.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

9. The Board of Commissioners signed the affidavit to refresh the mortgage in the amount of \$6,614.00 to Lori Westfall for property at 6240 Morgan Street Ravenna, Ohio 44266 (Instrument Number 200412114) from Portage County revolving loan funds and to keep the liens valid, as requested by Neighborhood Development Services. Documents

reviewed by the Department of Budget and Financial Management with no exceptions noted.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

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:

10. Direct the Auditor's Office to pay/process the February 1, 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 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	\$918,991.73	(Includes late fees of: \$293.18)
ACH/Neil Group of	\$0	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$0	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$0	
Journal Vouchers totaling:	\$6,381.00	
Then and Now list totaling:	\$480,040.29	
Debt Service wire list:	\$18,243.96	
BWC Wires:	\$0	

11. Process the February 1, 2024 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. Authorizing Portage County to Apply for, Accept and Enter Into a Water Supply Revolving Loan Account (WSRLA) Agreement with the Ohio Environmental Protection Agency (Ohio EPA) for the First Phase of the Construction of Water Facilities and Designating a Dedicated Repayment Source for the Construction Loan For Project No. MW-0 (21-180), Village of Mantua Water Distribution Replacement Phase I, for the Village of Mantua Public Water System in Portage County, for the Portage County Water Resources Department./Resolution No. 24-0090
2. Authorizing Portage County to Apply for, Accept and Enter Into a Water Pollution Control Loan Fund (WPCLF) Agreement with the Ohio Environmental Protection Agency (Ohio EPA) for the Construction of Wastewater Facilities and Designating a Dedicated Repayment Source for the Loan for Project No. MV-0 (21-190), Village of Mantua Wastewater Treatment Plant Headworks & Electrical Improvements, for the Village of Mantua Public Sewer System in Portage County, for the Portage County Water Resources Department./Resolution No. 24-0091
3. Authorizing Portage County to Apply for, Accept and Enter Into a Water Supply Revolving Loan Account (WSRLA) Agreement with the Ohio Environmental Protection Agency (Ohio EPA) for the Design and Construction of Water Facilities and Designating a Dedicated Repayment Source for the Design and Construction Loan for Project No. MW-0 (21-200), Water Treatment Plant Conversion to Liquid Chlorine, for the Village of Mantua Public Water System in Portage County, for the Portage County Water Resources Department./Resolution No. 24-0092
4. Authorize the Application to the Ohio Office of Criminal Justice Services 2023 Ohio Drug Law Enforcement Fund Solicitation on Behalf of the Portage County Sheriff's Office./Resolution No. 24-0093
5. Authorize Grant Application to the Ohio Office of Criminal Justice Services 2024 Body Worn Camera Grant Program on Behalf of the Portage County Sheriff's Office./Resolution No. 24-0094
6. Appoint Neighborhood Development Services to Apply for and Administer the Lead Safe Ohio Grant on Behalf of Portage County./Resolution No. 24-0095
7. Amend Resolution 23-0318 Adopted May 18, 2023, to Authorize the Application to the Ohio Office of Criminal Justice Services 2023 Edward Byrne Memorial Justice Assistance Grant (JAG) Solicitation on Behalf of the Portage County Sheriff's Office to Add Authorized Representatives to Sign and Complete Grant Forms./Resolution No. 24-0096
8. Amend Resolution 24-0061 Adopted January 25, 2024, to Authorize the Application to the Ohio Office of Criminal Justice Recovery Ohio 2024 Grant Program on Behalf of the Portage County Sheriff's Office to Add Authorized Representatives to Sign and Complete Grant Forms./Resolution No. 24-0097

INTERNAL SERVICES

Present: Director Shannon Kautzman

A brief conversation is held on the remodeling of the Public Defender's Office, and the reimbursement percentage that is now available. It is mentioned that it is currently 85%. Commissioner Badalamenti has talked with the Director of the Public Defender's Office, and he will be coming to a BOC meeting sometime in February.

Commissioner Christian-Bennett is concerned that the 85% rate is being confused with that of Indigent Defense billing. She's also aware that the Public Defenders in need of a larger space.

Discussion:

1. Project Updates

- The hired Architect is putting a cost together for the project after meeting with Director Kautzman and walking the areas that are to be updated in the Administration Building. Details of wants and specifications were not mentioned at this time, rather a broad-view scope was investigated so a quote can be given for all the work to be completed. The fifth floor (Auditor's office) looks to be a total gut and remodel. The architect is going to break down the cost for each floor after an agreement is reached. Mr. Kelly was very perceptive and gave both wishes and wants. Decisions will be made based on cost.
- The Annex Building's elevator has been removed. The next phase will be digging up around the base of the building for water proofing.
- EMA/EOC – Drywall and insulation installation has started on the inside of the new area. Gas installation is also complete.
- At the Ravenna Courthouse – Judge Giulitto's office space will have carpet installed on February 12th. She will then be able to move into the area.

The Commissioners complemented Director Kautzman on all the work she completes.

Resolutions:

1. The Board of Commissioners accepts the proposal of WallacePancher Group and enters into an agreement for providing professional engineering services for the Stow Street Bridge Repair./Resolution No. 24-0098
2. The Board of Commissioners authorizes the Portage County Engineer to execute an amendment to Local Public Agency (LPA) agreement #39891 with the Director of the Ohio Department of Transportation (ODOT) for the project known as the Replacement of Newton Falls Road (CR177) Bridge over the West Branch of the Mahoning River in Paris Township, Portage County, Ohio./Resolution No. 24-0099
3. The Board of Commissioners approves plans and specifications and set date for accepting bids for the Randolph Road Bridge Replacement (CH10); over Potters Creek, Portage County./Resolution No. 24-0100

4. The Board of Commissioners declares OHM Advisors & Omnipro Services, LLC most qualified firms as a result of review and analysis of qualifications and enter into negotiations for providing professional services for the 2024 Roadway Construction Administration Contract./Resolution No. 24-0101
5. The Board of Commissioners declares Anser Advisory & Quality Control Inspection, Inc. (QCI) most qualified firms as a result of review and analysis of qualifications and enter into negotiations for providing professional services for the 2024 Subdivision Construction Administration Contract./Resolution No. 24-0102
6. The Board of Commissioners agrees to the conditional acceptance of substantial completion of street, storm sewer and drainage improvements in the Brimfield Commons Subdivision, Brimfield Township./Resolution No. 24-0103
7. The Board of Commissioners agrees to accept the maintenance guarantee for street, storm sewer, drainage improvements, erosion and sediment control for the Brimfield Commons Subdivision in Brimfield Township and release of performance guarantee./Resolution No. 24-0104
8. The Board of Commissioners public announcement of available contract for professional construction administration services for the project known as Randolph Road (CH10) Bridge Replacement, over Potters Creek, Portage County./Resolution No. 24-0105
9. The Board of Commissioners approves the plans, specifications, and estimate of cost, and setting the date and time for acceptance of bids for the construction of project No. BR-W (23-170) Brimfield Water Treatment Plant Filter Improvements Project in the Portage County Regional Sewer District Brimfield Township, Ohio./Resolution No. 24-0106
10. The Board of Commissioners authorizes the preparation of plans, specifications and estimate of cost for Project No. SU-1 (23-120), Fairlane WWTP Building Improvements, in the Portage County Regional Sewer District, Suffield Township./Resolution No. 24-0107

MISCELLANEOUS

Journal Entries:

1. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for January 22, 2024 through January 28, 2024 as presented by Chief Dog Warden David McIntyre.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea;
Motion Carries

2. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for January 29, 2024 through February 5, 2024 as presented by Chief Dog Warden David McIntyre.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
 Commissioner Badalamenti, Yea;
Motion Carries

3. The Board of Commissioners acknowledged receipt of the January 30, 2024 Amended Certificate of Estimated Resources for the year beginning January 1, 2024 as submitted by the Portage County Budget Commission.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
 Commissioner Badalamenti, Yea;
Motion Carries

4. Board of Commissioners' acknowledgement of receipt of the February 5, 2024 Certificate of County Auditor that the total appropriations from each fund do exceed the official estimate of resources as presented by the County Auditor's office.
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 approved the January 2024 adjustments to the Portage County Water, Portage County Sewer, and Streetsboro Sewer billing accounts as reported on the adjustment reports submitted and reviewed by the Department of Budget and Financial Management.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
 Commissioner Badalamenti, Yea;
Motion Carries

6. The Board of Commissioners acknowledge and sign the letter to the Ohio Department of Development Office of Community Development requesting an amendment to the 2022 CDBG Community Development Grant as presented by Portage County Regional Planning.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
 Commissioner Badalamenti, Yea;
Motion Carries

7. The Board of Commissioners authorize the use of funds from General Fund 0001, ORG Code 00010005, Object Code 500000 for refreshments for the ARPA Food Pantry Recognition Event on Thursday February 8th.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

Resolution:

1. The Board of Commissioners authorizes the Portage County Auditor to certify, direct and to make appropriate modifications to the tax duplicate concerning charges for curbside recycling services for July 1, 2022 to June 30, 2023./Resolution No. 24-0108

Commissioner Badalamenti confirmed the location of the Food Pantry Event being in the Board of Commissioners Board Room.

RECESS: 9:28 AM

RECONVENE: 11:00 AM

PUBLIC COMMENT: No Public Comment was given.

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RESOLUTION NO. 24-0090	-	RE:	AUTHORIZING PORTAGE COUNTY TO APPLY FOR, ACCEPT AND ENTER INTO A WATER SUPPLY REVOLVING LOAN ACCOUNT (WSRLA) AGREEMENT WITH THE OHIO ENVIRONMENTAL PROTECTION AGENCY (OHIO EPA) FOR THE FIRST PHASE OF THE CONSTRUCTION OF WATER FACILITIES AND DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE CONSTRUCTION LOAN FOR PROJECT NO. MW-0 (21-180), VILLAGE OF MANTUA WATER DISTRIBUTION REPLACEMENT PHASE I, FOR THE VILLAGE OF MANTUA PUBLIC WATER SYSTEM IN PORTAGE COUNTY, FOR THE PORTAGE COUNTY WATER RESOURCES DEPARTMENT		

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

WHEREAS, the Portage County Board of Commissioners (Board) became the owner and operator of the Village of Mantua Water and Sewer Systems on January 4, 2021, through a utility transfer agreement (Agreement) with the

Village of Mantua Council, Portage County Board of Commissioners Resolution 20-0809 and Village of Mantua Council Ordinances 2019-49 and 2020-54; and

- WHEREAS,** Appendix J Item 6 of the Agreement lists the project "Distribution System Replacement Projects", Portage County Water Resource Project No. MW-0 (21-180), referred to as the "PROJECT"; and
- WHEREAS,** The PROJECT costs are to be funded from Village of Mantua water surcharge fees per the Agreement; and
- WHEREAS,** the Board through Resolution 22-0262 assigned Fund Number 5512 to the PROJECT; and
- WHEREAS,** the Board through Resolution 22-0484 financed the design of the PROJECT through the Ohio EPA WSRLA program; and
- WHEREAS,** the Board desires to finance the construction of the PROJECT and re-finance the design loan into the construction loan through the Ohio EPA WSRLA program; and
- WHEREAS,** the Ohio EPA WSRLA program requires the Board authority to pass legislation for application of a loan and the execution of an agreement as well as designating a dedicated repayment source; now therefore be it
- RESOLVED,** that the Board authorizes the Portage County Water Resources Department to submit a WSRLA construction loan application for the PROJECT to the Ohio EPA on behalf of the Board; and be it further
- RESOLVED,** that the Board hereby agrees to enter into a loan agreement with the Ohio EPA for the design of the PROJECT and authorizes the President of the Portage County Board of Commissioners to sign the Loan Agreement on behalf of the entire Board, with the Vice President of this Board as an alternate; and be it further
- RESOLVED,** that the funds for the repayment of the loan shall be from the Village of Mantua water surcharge funds within Fund 5400; and be it further
- RESOLVED,** that the Board delegates the Director of the Department of Budget and Financial Management the authority to complete all required financial payment forms via DocuSign on behalf of the Board; and be it further
- RESOLVED,** that a certified copy of this resolution be filed with the Portage County Department of Budget and Financial Management, the Portage County Department of Internal Services, the Portage County Auditor, and the Ohio EPA; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a meeting(s) 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. 24-0091	-	RE:	AUTHORIZING PORTAGE COUNTY TO APPLY FOR, ACCEPT AND ENTER INTO A WATER POLLUTION CONTROL LOAN FUND (WPCLF) AGREEMENT WITH THE OHIO ENVIRONMENTAL PROTECTION AGENCY (OHIO EPA) FOR THE CONSTRUCTION OF WASTEWATER FACILITIES AND DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN FOR PROJECT NO. MV-0 (21-190), VILLAGE OF MANTUA WASTEWATER TREATMENT PLANT HEADWORKS & ELECTRICAL IMPROVEMENTS, FOR THE VILLAGE OF MANTUA PUBLIC SEWER SYSTEM IN PORTAGE COUNTY, FOR THE PORTAGE COUNTY WATER RESOURCES DEPARTMENT	

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

WHEREAS, the Portage County Board of Commissioners (Board) became the owner and operator of the Village of Mantua Water and Sewer Systems on January 4, 2021, through a utility transfer agreement (Agreement) with the Village of Mantua Council, Portage County Board of Commissioners Resolution 20-0809 and Village of Mantua Council Ordinances 2019-49 and 2020-54; and

WHEREAS, Appendix J-#2 Items 14, 18, 21, 28, 30, 31 and 32 of the Agreement lists identified needs to be addressed in Mantua Wastewater Treatment Plant Headworks and Electrical Improvements, Portage County Water Resource Project No. MV-0 (21-190), referred to as the "PROJECT"; and

- WHEREAS,** the PROJECT costs are to be funded from Village of Mantua sewer surcharge fees per the Agreement; and
- WHEREAS,** through Resolution 22-0528 the Board financed the design of the PROJECT through the Ohio EPA WPCLF program; and
- WHEREAS,** through Resolution 22-0118 the Board created Fund Number 5324 for the PROJECT; and
- WHEREAS,** it is the desire of the Board to finance the construction and refinance the design of the PROJECT through the Ohio EPA WPCLF program; and
- WHEREAS,** the Ohio EPA WPCLF program requires the Board authority to pass legislation for application of a loan and the execution of an agreement as well as designating a dedicated repayment source; now therefore be it
- RESOLVED,** that the Board authorizes the Portage County Water Resources Department to submit a WPCLF construction loan application for the PROJECT to the Ohio EPA on behalf of the Board; and be it further
- RESOLVED,** that this Board hereby agrees to enter into a loan agreement with the Ohio EPA for the construction of the PROJECT and authorizes the President of the Portage County Board of Commissioners to sign the Loan Agreement on behalf of the entire Board, with the Vice President of this Board as an alternate; and be it further
- RESOLVED,** that the funds for the repayment of the loan shall be from the Village of Mantua sewer surcharge funds within Fund 5200; and be it further
- RESOLVED,** that the Board appoints the Director of the Department of Budget and Financial Management to complete payment instruction forms via DocuSign for the loan on behalf of the Board; and be it further
- RESOLVED,** that a certified copy of this resolution be filed with the Portage County Department of Budget and Financial Management, the Portage County Department of Internal Services, the Portage County Auditor, and the Ohio EPA; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a meeting(s) 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. 24-0092

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RE:

**AUTHORIZING PORTAGE COUNTY TO
APPLY FOR, ACCEPT AND ENTER INTO A
WATER SUPPLY REVOLVING LOAN
ACCOUNT (WSRLA) AGREEMENT WITH
THE OHIO ENVIRONMENTAL PROTECTION
AGENCY (OHIO EPA) FOR THE DESIGN
AND CONSTRUCTION OF WATER
FACILITIES AND DESIGNATING A
DEDICATED REPAYMENT SOURCE FOR
THE DESIGN AND CONSTRUCTION LOAN
FOR PROJECT NO. MW-0 (21-200), WATER
TREATMENT PLANT CONVERSION TO
LIQUID CHLORINE, FOR THE VILLAGE OF
MANTUA PUBLIC WATER SYSTEM IN
PORTAGE COUNTY, FOR THE PORTAGE
COUNTY WATER RESOURCES
DEPARTMENT**

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

WHEREAS, the Portage County Board of Commissioners (Board) became the owner and operator of the Village of Mantua Water and Sewer Systems on January 4, 2021, through a utility transfer agreement (Agreement) with the Village of Mantua Council, Portage County Board of Commissioners Resolution 20-0809 and Village of Mantua Council Ordinances 2019-49 and 2020-54; and

WHEREAS, Appendix J Item 20 of the Agreement lists the project "Convert to Liquid Chlorine", Portage County Water Resource Project No. MW-0 (21-200), referred to as the "PROJECT"; and

WHEREAS, The PROJECT costs are to be funded from Village of Mantua water surcharge fees per the Agreement; and

WHEREAS, the Board through Resolution 22-0120 assigned Fund Number 5511 to the PROJECT; and

WHEREAS, the Board desires to finance the design and construction of the PROJECT through the Ohio EPA WSRLA program; and

WHEREAS, the Ohio EPA WSRLA program requires the Board authority to pass legislation for application of a loan and the execution of an agreement as

well as designating a dedicated repayment source; now therefore be it

- RESOLVED,** that the Board authorizes the Portage County Water Resources Department to submit a WSRLA design and construction loan application for the PROJECT to the Ohio EPA on behalf of the Board; and be it further
- RESOLVED,** that the Board hereby agrees to enter into a loan agreement with the Ohio EPA for the design of the PROJECT and authorizes the President of the Portage County Board of Commissioners to sign the Loan Agreement on behalf of the entire Board, with the Vice President of this Board as an alternate; and be it further
- RESOLVED,** that the funds for the repayment of the loan shall be from the Village of Mantua water surcharge funds within Fund 5400; and be it further
- RESOLVED,** that the Board delegates the Director of the Department of Budget and Financial Management the authority to complete all required financial payment forms via DocuSign on behalf of the Board; and be it further
- RESOLVED,** that a certified copy of this resolution be filed with the Portage County Department of Budget and Financial Management, the Portage County Department of Internal Services, the Portage County Auditor, and the Ohio EPA; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a meeting(s) 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. 24-0093

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**RE: AUTHORIZE THE APPLICATION TO THE
OHIO OFFICE OF CRIMINAL JUSTICE
SERVICES 2023 OHIO DRUG LAW
ENFORCEMENT FUND SOLICITATION 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 Portage County Sheriff's Office is eligible to receive funding through the Ohio Office of Criminal Justice 2023 Ohio Drug Law Enforcement Fund Grant Program in the amount of **\$32,799.13**, directly related to law enforcement functions; and
- WHEREAS,** the Portage County Sheriff recommends the submittal of an application to receive funding to cover partial personnel costs of overdose investigations, Detective overtime, equipment, training, and travel expenses associated with that training; 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 2023 Ohio Drug Law Enforcement Grant Program in the amount of **\$32,799.13** with a local match requirement in the amount of **\$8,200.20**, which will be offset by Captain Davis's salary, to be administered by the Portage County Sheriff's Office; and be it further
- RESOLVED,** that the time period for the use of these funds is 1 year beginning July 1, 2024 through June 30, 2025; and be it further
- RESOLVED,** that the Board of Portage County Commissioners authorizes Captain Mike Davis and Christa Rossi to be the authorized representatives and to sign all necessary documents associated with this grant; and be it further
- RESOLVED,** that a certified copy of this resolution be filed with the Portage County Prosecutor, Portage County Sheriff's Office, Portage County Auditor, and the Portage County 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 a meeting(s) 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. 24-0094	-	RE:	AUTHORIZE GRANT APPLICATION TO THE OHIO OFFICE OF CRIMINAL JUSTICE SERVICES 2024 BODY WORN CAMERA 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 Portage County Sheriff's Office is eligible to receive funding through the Ohio Office of Criminal Justice Services 2024 Body Worn Camera Grant Program directly related to law enforcement functions; and
- WHEREAS,** the Portage County Sheriff recommends the submittal of an application to receive funding for the acquisition of eight GETAC Body Worn Cameras, with ancillary equipment, extended warranties and a GETAC Cloud storage plan; now therefore be it
- RESOLVED,** the Board of Portage County Commissioners authorizes Anthony Badalamenti, President of the Board, to be the authorized representative and sign all necessary documents associated with this grant; and be it further
- RESOLVED,** the Board of Portage County Commissioners authorizes the application for the State of Ohio Law Enforcement Body Armor Grant Program for the period of July 1, 2023, through June 30, 2024, in the amount of **\$15,714.00** with no local match requirement; and be it further
- RESOLVED,** that a certified copy of this resolution be filed with the Portage County Auditor's Office, the Portage County Department of Budget & Financial Management, the Portage County Grant Administrator, 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 a meeting(s) 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. 24-0095

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**RE: APPOINT NEIGHBORHOOD
DEVELOPMENT SERVICES TO APPLY FOR
AND ADMINISTER THE LEAD SAFE OHIO
GRANT ON BEHALF OF PORTAGE
COUNTY**

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

- WHEREAS,** HB 45 authorized and apportioned grant funds for lead poisoning prevention and mitigation programs; and
- WHEREAS,** Neighborhood Development Services has the experience, tools, and resources to successfully execute the goals of this grant; and
- WHEREAS,** Neighborhood Development Services has the administrative capacity to complete the grant and prior experience administering lead-safe and abatement grants; now therefore it be
- RESOLVED,** that the Board of Commissioners appoints Neighborhood Development Services to apply for and administer the LEAD Safe Ohio Grant on behalf of Portage County; and be it further
- RESOLVED,** that the Board of Commissioners wishes to allow Neighborhood Development Services to enter into an agreement with the Ohio Department of Development for the LEAD Safe Ohio Grant on behalf of Portage County; 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, 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 a meeting(s) 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. 24-0096

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**RE: AMEND RESOLUTION 23-0318 ADOPTED
MAY 18, 2023, TO AUTHORIZE THE
APPLICATION TO THE OHIO OFFICE OF
CRIMINAL JUSTICE SERVICES 2023
EDWARD BYRNE MEMORIAL JUSTICE
ASSISTANCE GRANT (JAG) SOLICITATION
ON BEHALF OF THE PORTAGE COUNTY
SHERIFF'S OFFICE TO ADD AUTHORIZED**

REPRESENTATIVES TO SIGN AND COMPLETE GRANT FORMS

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

- WHEREAS,** the Board of Commissioner adopted Resolution No. 23-0318 on May 18, 2023, to authorize the application to the Ohio Office of Criminal Justice Services 2023 Edward Byrne Memorial Justice Assistance Grant (JAG); and
- WHEREAS,** the Portage County Sheriff's Office is eligible to receive funding through the Ohio Office of Criminal Justice 2023 Edward Byrne Memorial Justice Assistance (JAG) Grant Program in the amount of \$41,598.67, directly related to law enforcement functions; and
- WHEREAS,** the Portage County sheriff's Office wishes to amend Resolution 23-0318 to add authorized representatives to complete and sign grant related documents; now therefore be it
- RESOLVED,** the Board of Portage County Commissioners authorizes Captain Mike Davis and Christa Rossi, Intelligence Analyst, to sign and complete all necessary documents associated with this grant; and be it further
- RESOLVED,** that a certified copy of this resolution be filed with the Portage County Auditor, Portage County Sheriff's Office, Portage County Prosecutor, and the Portage County 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 a meeting(s) 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. 24-0097

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**RE: AMEND RESOLUTION 24-0061 ADOPTED
JANUARY 25, 2024, TO AUTHORIZE THE
APPLICATION TO THE OHIO OFFICE OF
CRIMINAL JUSTICE RECOVERY OHIO 2024
GRANT PROGRAM ON BEHALF OF THE**

**PORTAGE COUNTY SHERIFF'S OFFICE TO
ADD AUTHORIZED REPRESENTATIVES TO
SIGN AND COMPLETE GRANT FORMS**

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

- WHEREAS,** the Board of Commissioner adopted Resolution No. 24-0061 on January 25, 2024, to authorize the application to the Ohio Office of Criminal Justice Recovery Ohio 2024 Grant Program; and
- 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's Office wishes to amend Resolution 24-0061 to add authorized representatives to complete and sign grant related documents; now therefore be it
- RESOLVED,** the Board of Portage County Commissioners authorizes Captain Mike Davis and Christa Rossi, Intelligence Analyst, to sign and complete all necessary documents associated with this grant; and be it further
- RESOLVED,** that a certified copy of this resolution be filed with the Portage County Auditor, the Portage County Sheriff's Office, the Portage County Prosecutor, and the Portage County 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 a meeting(s) 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. 24-0098

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**RE: ACCEPT PROPOSAL OF
WALLACEPANCHER GROUP AND ENTER
INTO AGREEMENT FOR PROVIDING
PROFESSIONAL ENGINEERING SERVICES
FOR THE STOW STREET BRIDGE REPAIR**

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

- WHEREAS,** the Portage County Engineer has determined that it will be necessary to acquire the services of a consultant to perform professional engineering services for the Stow Street Bridge Repair; and
- WHEREAS,** the Portage County Board of Commissioners, by Resolution No. 22-0696, authorized the Portage County Engineer to accept current statement of qualifications from engineering consulting firms seeking to provide professional services during the years of 2023 and 2024; and
- WHEREAS,** the Portage County Engineer selected WallacePancher Group from the list of consultants who have a statement of qualification on file for 2023 and 2024, to submit a proposal to provide professional engineering services; and
- WHEREAS,** the Portage County Engineer, upon review of the proposal from WallacePancher Group, recommends that said proposal be accepted by the Board of Portage County Commissioners; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners does hereby accept the proposal of WallacePancher Group and authorizes the Portage County Engineer to enter into an agreement for providing professional engineering services for the Stow Street Bridge Repair; and be it further
- RESOLVED,** that a contract be entered into with WallacePancher Group, 29 North Park Street, Mansfield, Ohio 44902 at a not to exceed cost of \$49,230.00, 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, Yea;

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RESOLUTION NO. 24-0099

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**RE: A RESOLUTION TO AUTHORIZE THE
PORTAGE COUNTY ENGINEER TO
EXECUTE AMENDMENT TO LOCAL PUBLIC
AGENCY (LPA) AGREEMENT #39891 WITH
THE DIRECTOR OF THE OHIO**

**DEPARTMENT OF TRANSPORTATION
(ODOT) FOR THE PROJECT KNOWN AS
THE REPLACEMENT OF NEWTON FALLS
ROAD (CR 177) BRIDGE OVER THE WEST
BRANCH OF THE MAHONING RIVER IN
PARIS TOWNSHIP, PORTAGE COUNTY,
OHIO.**

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

- WHEREAS,** Resolution 23-0572 authorized the Portage County Engineer to execute Local Public Agency (LPA) Agreement #39891 with the Director of the Ohio Department of Transportation (ODOT) to replace the Newton Falls Road Bridge, in Portage County, Ohio, and
- WHEREAS,** Section 3.1 of said LPA agreement has been modified to provide 100% of eligible preliminary engineering costs for the project known as the Newton Falls Road Bridge Replacement, in Portage County, and
- WHEREAS,** the Director of the Ohio Department of Transportation has amended said LPA agreement to show the changes to Section 3.1, and
- WHEREAS,** the amended LPA Agreement will provide 100% of preliminary engineering costs up to grant maximum of \$200,000 utilizing 80% Federal bridge Program funds and 20% Toll Revenue Credit and 95% of eligible constructions costs up to grant maximum of \$1,377,073.00 utilizing 80% Federal Bridge Funds and 15% Credit Bridge, now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby authorize the Portage County Engineer to execute amendment to LPA Agreement #39891 with the Director of the Ohio Department of Transportation for the project known as the Newton Falls Road Bridge Replacement, 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. 24-0100 - RE: APPROVE PLANS AND SPECIFICATIONS
AND SET DATE FOR ACCEPTING BIDS
FOR THE RANDOLPH ROAD BRIDGE
REPLACEMENT (CH 10), OVER POTTERS
CREEK, PORTAGE COUNTY.**

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

- WHEREAS,** the Portage County Engineer has determined it necessary to replace the **Randolph Road Bridge (CH 10)**, over Potters Creek, and
- WHEREAS,** plans and specifications for this project have now been completed and are on file with the Portage County Commissioners and the Portage County Engineer; now therefore be it
- RESOLVED,** that plans and specifications, as submitted, are approved for furnishing all labor, materials, and equipment necessary for the replacement of the **Randolph Road Bridge**, over Potters Creek, and be it further
- RESOLVED,** that sealed bids will be accepted by the Portage County Director of Internal Services' new location entrance off Chestnut Street, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio 44266 until **2:00 P.M.**, Local Time, **March 27th, 2024**; and be it further
- RESOLVED,** that Notice of Receiving Bids shall be published in the Record Courier on **February 9, February 16 and February 23, 2024** and a copy thereof be posted on the Official Bulletin Board of the Board of Portage County Commissioners forthwith, and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

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**RESOLUTION NO. 24-0101 - RE: DECLARE OHM ADVISORS & OMNIPRO
SERVICES, LLC MOST QUALIFIED FIRMS
AS A RESULT OF REVIEW AND ANALYSIS**

**OF QUALIFICATIONS AND ENTER INTO
NEGOTIATIONS FOR PROVIDING
PROFESSIONAL SERVICES FOR THE 2024
ROADWAY CONSTRUCTION
ADMINISTRATION CONTRACT.**

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

- WHEREAS,** Resolution 23-0752 authorized the announcement of the request for proposals for professional services for the 2024 Roadway Construction Administration Contract, and
- WHEREAS,** the announcement requesting proposals for said project was published in the Record Courier on December 22, 2023, and
- WHEREAS,** qualifications were received from seven (7) engineering firms for providing professional services for the 2024 Roadway Construction Administration Contract, and
- WHEREAS,** the qualifications were reviewed and rated according to the consultant selection process as used by the Ohio Department of Transportation, and
- WHEREAS,** after review and rating, the firms rated highest were OHM Advisors and Omnipro Services, LLC; now therefore be it
- RESOLVED,** that the Portage County Engineer recommends that the qualifications of OHM Advisors, 388 S Main Street, Suite 301, Akron, Ohio 44311; be accepted, and be it further
- RESOLVED,** that the Portage County Engineer recommends that the qualifications of Omnipro Services, LLC, 3633 Progress Street, NE, Canton, Ohio 44705; be accepted, and be it further
- RESOLVED,** that the Portage County Commissioners authorize the Portage County Engineer to enter into contract negotiations with OHM Advisors and Omnipro Services, LLC to provide professional services for the 2024 Roadway Construction Administration Contract in accordance with O.R.C. 153.69, Sub. Sec. A, 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. 24-0102

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RE: DECLARE ANSER ADVISORY & QUALITY CONTROL INSPECTION, INC. (QCI) MOST QUALIFIED FIRMS AS A RESULT OF REVIEW AND ANALYSIS OF QUALIFICATIONS AND ENTER INTO NEGOTIATIONS FOR PROVIDING PROFESSIONAL SERVICES FOR THE 2024 SUBDIVISION CONSTRUCTION ADMINISTRATION CONTRACT.

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

- WHEREAS,** Resolution 23-0751 authorized the announcement of the request for proposals for professional services for the 2024 Subdivision Construction Administration Contract, and
- WHEREAS,** the announcement requesting proposals for said project was published in the Record Courier on December 22, 2023, and
- WHEREAS,** qualifications were received from nine (9) engineering firms for providing professional services for the 2024 Subdivision Construction Administration Contract, and
- WHEREAS,** the qualifications were reviewed and rated according to the consultant selection process as used by the Ohio Department of Transportation, and
- WHEREAS,** after review and rating, the firms rated highest were Anser Advisory and Quality Control Inspection, Inc. (QCI); now therefore be it
- RESOLVED,** that the Portage County Engineer recommends that the qualifications of Anser Advisory, 12 E Exchange Street, 7th Floor, Akron, Ohio 44308; be accepted, and be it further
- RESOLVED,** that the Portage County Engineer recommends that the qualifications of Quality Control Inspection, Inc. (QCI), 9500 Midwest Avenue, Garfield Heights, Ohio 44125; be accepted, and be it further

RESOLVED, that the Portage County Commissioners authorize the Portage County Engineer to enter into contract negotiations with Anser Advisory and Quality Control Inspection, Inc. (QCI) to provide professional services for the 2024 Subdivision Construction Administration Contract in accordance with O.R.C. 153.69, Sub. Sec. A, 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. 24-0103 - RE: CONDITIONAL ACCEPTANCE OF
SUBSTANTIAL COMPLETION OF STREET,
STORM SEWER AND DRAINAGE
IMPROVEMENTS IN THE BRIMFIELD
COMMONS SUBDIVISION, BRIMFIELD
TOWNSHIP.**

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

WHEREAS, required street, storm sewer and drainage improvements in the Brimfield Commons Subdivision, Brimfield Township, identified in plans on file with the Portage County Engineer dated September 10, 2021, are indicated to have been substantially completed by Brimfield Development Company (Owner/Developer), including the following road depicted in said Subdivision plans:

Road No.	Road Name	Length	
		Feet	Miles
TH 1220	Parliament Drive	395.01	0.075
TH 1219	Brimfield Ridge Circle	849.26	0.161

(Improvements); and

WHEREAS, Portage County Subdivision Rules and Regulations § 516 provides a procedure for conditional acceptance of street, storm sewer and drainage improvements that have been substantially completed, and to set a date for the required one-year maintenance period; and

- WHEREAS,** the Portage County Engineer engaged with the aforementioned Township pursuant to Rule 516.1(B), and upon inspection of said improvements, the same were found to be in compliance such procedure; now therefore be it
- RESOLVED,** that, upon the recommendation of the Portage County Engineer, the Board of Portage County Commissioners does hereby set the date of substantial completion for the above reference Improvements, which begins the required one-year maintenance period, and which shall be the 22nd day of November, 2023, and be it further
- RESOLVED,** that until final acceptance of the aforementioned, as provided in Portage County Subdivision Rules and Regulations § 519, Owner/Developer shall be responsible for all Improvements in accordance with Said Rules and Regulations, including but not limited to § 516 through 519; and be it further
- RESOLVED,** that the Clerk of this Board be and is hereby directed to file a certified copy of the above Resolution with the Portage County Engineer, and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public in compliance and accordance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

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RESOLUTION NO. 24-0104

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**RE: AGREE TO ACCEPT THE MAINTENANCE
GUARANTEE FOR STREET, STORM
SEWER, DRAINAGE IMPROVEMENTS,
EROSION AND SEDIMENT CONTROL FOR
THE BRIMFIELD COMMONS SUBDIVISION
IN BRIMFIELD TOWNSHIP AND RELEASE
OF PERFORMANCE GUARANTEE.**

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

- RESOLVED,** that, upon the recommendation of the Portage County Engineer and the Portage County Prosecutor's Office, the Board of Portage County Commissioners does hereby agree to accept the Maintenance Guarantee

and Maintenance Bond for street, storm sewer, drainage improvements, erosion and sediment control for the Brimfield Commons Subdivision in Brimfield Township, and be it further

RESOLVED, that said Bond is between Brimfield Development Company, Ltd., (owner/developer) and Hartford Fire Insurance Company, in the full and just sum of One Hundred Sixty Thousand Six Hundred Forty and 70/100 dollars (\$160,640.70) for the benefit of Portage County Board of Commissioners; and be it further

RESOLVED, the Performance Guarantee of owner/developer for said Subdivision, approved under Resolution 21-0778, be released per Section 517, Portage County Subdivision Rules and Regulations, and any remaining funds of the Performance Escrow Agreement disposed of pursuant to its terms; 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. 24-0105 - RE: PUBLIC ANNOUNCEMENT OF AVAILABLE
CONTRACT FOR PROFESSIONAL
CONSTRUCTION ADMINISTRATION
SERVICES FOR THE PROJECT KNOWN AS
RANDOLPH ROAD (CH 10) BRIDGE
REPLACEMENT, OVER POTTERS CREEK,
PORTAGE COUNTY.**

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 construction administrative services for the Portage County

Engineer for the project known as Randolph Road (CH 10) Bridge Replacement; 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 February 9, 2024, and ODOTS Website on February 12, 2024, 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. 24-0106	-	RE:	APPROVING THE PLANS, SPECIFICATIONS, AND ESTIMATE OF COST, AND SETTING THE DATE AND TIME FOR ACCEPTANCE OF BIDS FOR THE CONSTRUCTION OF PROJECT NO. BR-W (23-170) BRIMFIELD WATER TREATMENT PLANT FILTER IMPROVEMENTS PROJECT IN THE PORTAGE COUNTY REGIONAL SEWER DISTRICT, BRIMFIELD TOWNSHIP, OHIO.	

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

WHEREAS, this Board by Resolution No. 74-78, adopted April 11, 1974, established Portage County Regional Sewer District, herein after called the "SEWER DISTRICT"; and

WHEREAS, resolution No. 74-204, adopted September 5, 1974 establishes the general plan of water in the sewer district; and

WHEREAS, pursuant to authorization by this Board contained in Resolution 23-0502 adopted August 24, 2023, Portage County Water Resources Department has caused to be prepared and submitted for approval plans, specifications, and estimate of cost for Project No. BR-W (23-170), "Brimfield Water

Treatment Plant Filter Improvements Project” referred to as the
“PROJECT”, and

- WHEREAS,** the PROJECT is necessary because the sand/gravel media and associated piping/equipment for some of the filters are beyond its useful life. In order to improve water quality, the above items will need to be replaced and the PROJECT location is Brimfield Water Treatment Plant at 3785 Grace Road, Brimfield, Ohio; and
- WHEREAS,** the PROJECT will design, construct, and provide improvements to the filters at the Brimfield Water Treatment Plant; now therefore be it
- RESOLVED,** that this Board hereby ratifies and approves the plans, specifications, and estimate of cost for said PROJECT; and be it further
- RESOLVED,** that sealed bids will be accepted by the office of the Portage County Director of Internal Services, South Chestnut Entrance, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until 2:00 PM (E.S.T), on Wednesday March 13, 2024; and be it further
- RESOLVED,** the notice of receiving bids shall be published in the Record Courier on February 20 and February 27, 2024. This advertisement for bids can also be found on Portage County’s website at: www.co.portageco.oh.us under county bid notices; and it be further
- RESOLVED** that the Clerk of this Board is hereby directed to certify a copy of this Resolution to the County Auditor, Internal Services, and the Department of Budget and Financial Management; and it be further
- RESOLVED** by the board, that the Clerk of this Board is hereby directed to certify a copy of this Resolution to the Department of Budge and Financial Management within 15 days after its passage; and
- RESOLVED,** that said plans, specifications, and estimated cost shall be filed in the office of Clerk of this Board and in the office of Portage County Water Resources Department and kept continuously on file for inspection by all persons interested therein; and it be further
- RESOLVED,** that the Board of Commissioners finds and determines that all the formal actions of this Board concerning and relation to the adoption of this resolution were adopted in an open meeting of this Board and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea;

Mike Tinlin, Yea;

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RESOLUTION NO. 24-0107

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**RE: AUTHORIZING THE PREPARATION OF
PLANS, SPECIFICATIONS AND ESTIMATE
OF COST FOR PROJECT NO. SU-1 (23-120),
FAIRLANE WWTP BUILDING
IMPROVEMENTS, IN THE PORTAGE
COUNTY REGIONAL SEWER DISTRICT,
SUFFIELD TOWNSHIP.**

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

WHEREAS, this Board by Resolution No. 74-78, adopted April 11, 1974, established Portage County Regional Sewer District, hereinafter called the "SEWER DISTRICT"; and

WHEREAS, it has become necessary for the Portage County Water Resources Department to request authorization to prepare plans, specifications and estimate of cost for the Project No. SU-1 (23- 120), Fairlane WWTP Building Improvements, hereinafter referred to as the "PROJECT"; and

WHEREAS, the Portage County Water Resources Department has the need to make building improvements that have exceeded their useful working life and degraded to a point beyond simple repair; now therefore be it

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

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

Roll call vote as follows:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea;

Mike Tinlin, Yea;

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RESOLUTION NO. 24-0108

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**RE: AUTHORIZE THE PORTAGE COUNTY
AUDITOR TO CERTIFY, DIRECT AND TO
MAKE APPROPRIATE MODIFICATIONS TO**

**THE TAX DUPLICATE CONCERNING
CHARGES FOR CURBSIDE RECYCLING
SERVICES FOR JULY 1, 2022 TO JUNE 30,
2023**

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

WHEREAS, The Board of Commissioners has previously adopted Resolution No. 23-0523 regarding unpaid charges certified to the county auditor for curbside recycling services for July 1, 2022 to June 30, 2023 by the Portage County Solid Waste Management District; and

WHEREAS, Adjustments are necessary concerning certain parcels as reflected in this resolution; so therefore be it

RESOLVED, the Board of County Commissioners hereby certifies, directs and authorizes the auditor to modify the tax duplicate to reflect the following concerning parcels in the Township of Shalersville: permanent parcel number (p.p.n.) 33-048-00-00-005-000 shall reflect \$0; p.p.n. 33-035-00-00-003-000 shall reflect a total charge of \$3,102.00; p.p.n. 33-066-00-00-006-000 shall reflect a total charge of \$6,006.00. The Board further certifies, authorizes and directs the auditor to make any necessary modifications as appropriate so parcels in Shalersville Township reflect the curbside collection recycling services from July 1, 2022 to June 30, 2023 as follows \$66.00 for parcels with single family dwellings; \$132.00 for parcels with two-family dwellings; \$198.00 for parcels with three-family dwellings; and

RESOLVED, the Board of County Commissioners further certifies, directs and authorizes the county auditor to modify the tax duplicate to reflect the following concerning parcels in the Township of Brimfield: p.p.n. 04-011-00-00-004-014 shall reflect an assessed charge of \$16.50; p.p.n. 04-011-00-00-004-022 shall reflect an assessed charge of \$11.00; p.p.n. 04-011-00-00-004-047 shall reflect an assessed charge of \$11.00; p.p.n. 04-011-00-00-004-055 shall reflect an assessed charge of \$16.50.; p.p.n. 04-014-00-00-032-000 shall reflect an assessed charge of \$ 0.00; p.p.n. 04-021-00-00052-000 shall reflect an assessed charge of \$ 0.00; p.p.n. 04-047-00-00-004-018 shall reflect an assessed charge of \$ 0.00. The Board further certifies, directs and authorizes the auditor to make any necessary modifications as appropriate so parcels in Brimfield Township reflect the curbside collection recycling services from July 1, 2022 to June 30, 2023 as follows \$66.00 for parcels with single family dwellings; \$132.00 for parcels with two-family dwellings; \$198.00 for parcels with three-family dwellings; and

RESOLVED, the Board of County Commissioners further certifies, directs 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.

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

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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:

- ### Motion Carries

- ## Motion Carries

3. Authorize to hire Thomas Garro for Regional Wastewater Treatment Operator in Training, Portage County Water Resource to be effective as of Tuesday, February 20, 2024.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea;
Motion Carries
4. Authorize to hire Valicia Crawford for Finance Administrator, Portage County Water Resource to be effective as of Tuesday, February 20, 2024.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea;
Motion Carries
5. Accept the resignation of Sandra Randulic for Eligibility Specialist, Portage County Job & Family Services to be effective as of Friday, February 9, 2024.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea;
Motion Carries
6. Authorize the three-day internal posting of the full-time Eligibility Specialist for Portage County Job & Family Services with external posting if no internal appointment is made.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea;
Motion Carries
7. Approve anniversary and/or step increases for the following non-bargaining employees:
- Kayleigh Shaffer
 - Dawn Collins
 - Kassidy Parbel
- Motion:** Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea;
Motion Carries
8. The Board of Commissioners acknowledges and approves the 2024 Portage County contribution of \$2,932,125.48 to the Portage-Geauga County Juvenile Detention Center as 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

9. The Board of Commissioners signed the affidavit to refresh the mortgage in the amount of \$200.00 to Mary Maxwell for property at 1485 Cherrywood Brimfield, Ohio 44240 (Instrument Number 200238355) from Portage County revolving loan funds and to keep the liens valid, as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget and Financial Management with no exceptions noted.

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

10. The Board of Commissioners signed the affidavit to refresh the mortgage in the amount of \$1,583.00 to Christina Lucas for property at 9531 Lida Lane Streetsboro, Ohio 44241 (Instrument Number 200342813) from Portage County revolving loan funds and to keep the liens valid, as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget and Financial Management with no exceptions noted.

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

11. The Board of Commissioners signed the affidavit to refresh the mortgage in the amount of \$650.00 to Douglas Dolin for property at 10668 Holcomb Newton Falls, Ohio 44444 (Instrument Number 200230132) from Portage County revolving loan funds and to keep the liens valid, as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget and Financial Management with no exceptions noted.

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

12. The Board of Commissioners signed the affidavit to refresh the mortgage in the amount of \$2,890.00 to David James for property at 2455 Summer Avenue Streetsboro, Ohio 44266 (Instrument Number 200238354) from Portage County revolving loan funds and to keep the liens valid, as requested by Neighborhood Development Services. Documents

reviewed by the Department of Budget and Financial Management with no exceptions noted.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

13. The Board of Commissioners signed the affidavit to refresh the mortgage in the amount of \$2,900.00 to Lorraine Carpenter for property at 4355 Peck Road Ravenna, Ohio 44266 (Instrument Number 200328432) from Portage County revolving loan funds and to keep the liens valid, as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget and Financial Management with no exceptions noted.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

14. The Board of Commissioners signed the affidavit to refresh the mortgage in the amount of \$6,160.00 to Lorraine A. Lake for property at 6657 State Route 225 Ravenna, Ohio 44266 (Instrument Number 200230140) from Portage County revolving loan funds and to keep the liens valid, as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget and Financial Management with no exceptions noted.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

15. The Board of Commissioners signed the affidavit to refresh the mortgage in the amount of \$12,500.00 to Colleen R. Tingler for property at 9096 Store Drive Windham, Ohio 44288 (Instrument Number 200336391) from Portage County revolving loan funds and to keep the liens valid, as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget and Financial Management with no exceptions noted.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

16. The Board of Commissioners signed the affidavit to refresh the mortgage in the amount of \$6,614.00 to Lori Westfall for property at 6240 Morgan Street Ravenna, Ohio 44266

(Instrument Number 200412114) from Portage County revolving loan funds and to keep the liens valid, as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget and Financial Management with no exceptions noted.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

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:

17. Direct the Auditor's Office to pay/process the February 1, 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 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	\$918,991.73	(Includes late fees of: \$293.18)
ACH/Neil Group of	\$0	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$0	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$0	
Journal Vouchers totaling:	\$6,381.00	
Then and Now list totaling:	\$480,040.29	
Debt Service wire list:	\$18,243.96	
BWC Wires:	\$0	

18. Process the February 1, 2024 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

19. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for January 22, 2024 through January 28, 2024 as presented by Chief Dog Warden David McIntyre.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

20. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for January 29, 2024 through February 5, 2024 as presented by Chief Dog Warden David McIntyre.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

21. The Board of Commissioners acknowledged receipt of the January 30, 2024 Amended Certificate of Estimated Resources for the year beginning January 1, 2024 as submitted by the Portage County Budget Commission.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

22. Board of Commissioners' acknowledgement of receipt of the February 5, 2024 Certificate of County Auditor that the total appropriations from each fund do exceed the official estimate of resources as presented by the County Auditor's office.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

23. The Board of Commissioners approved the January 2024 adjustments to the Portage County Water, Portage County Sewer, and Streetsboro Sewer billing accounts as reported on the adjustment reports submitted and reviewed by the Department of Budget and Financial Management.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

24. The Board of Commissioners acknowledge and sign the letter to the Ohio Department of Development Office of Community Development requesting an amendment to the 2022 CDBG Community Development Grant as presented by Portage County Regional Planning.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

25. The Board of Commissioners authorizes the use of funds from General Fund 0001, ORG Code 00010005, Object Code 500000 for refreshments for the ARPA Food Pantry Recognition Event on Thursday February 8th.

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 Christian-Bennett seconded by Commissioner Tinlin that the Board adjourns the Meeting of **February 8th, 2024 at 11:00 AM.**

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, 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 **February 8th, 2024.**


Anthony J. Badalamenti, President


Sabrina Christian-Bennett, Vice President


Mike Tinlin, Board Member


Kassidy Parbel, Clerk