



Portage County Board of Commissioners
Meeting Minutes

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

Amy Hutchinson, Clerk
330-297-3600

Thursday, February 10, 2022

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
Sabrina Christian-Bennett	President	Present
Anthony J. Badalamenti	Vice President	Present
Vicki A. Kline	Board Member	Present

Also attending throughout the day County Administrator Michelle Crombie, Barb Tittle, Ed Dean, Frank Voss, and Brian Ames

1. The Board of Commissioners approves the February 8, 2022, special meeting minutes.

Motion: Commissioner Badalamenti

Second: Commissioner Kline

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

SOLID WASTE

Present: Director Dawn Collins and Attorney Chris Meduri

Executive Session:

9:00 AM In accordance with the Ohio Revised Code 121.22(G)(3), it was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the Board of Commissioners moves into executive session to conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action. Also Present: Director Dawn Collins, Attorney Chris Meduri and County Administrator Michelle Crombie. Roll call vote: Anthony J. Badalamenti, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

9:08 AM Upon conclusion of the above-referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline that the Board of Commissioners moves out of

executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea; Anthony J. Badalamenti, Yea;

After exiting the executive session, the Board took no action.

HUMAN RESOURCES

Present: Director Janet Kovick

Discussion:

1. Reinstatement of SWMD Operations Manager Position

- The Operations Manager's job description has been revised and refactored.
- The Operations Manager would be in charge of the department in the absence of the Director, but the position is more specific to the operations of the District.
- The position was in place years ago, but several duties have been added to the job description.
- Funding for the position is available within the District's budget.
- This position will replace a Deputy Director.
- The position is classified, exempt.

Commissioner Badalamenti asked how many employees the District has, and Director Collins replied at the start of 2021, there were 20 employees and in 2022, there are 10.

The Board agreed to move forward with the request and a Journal Entry will be presented next week for Board approval.

2. Consideration of Full-Time Laborer position

- This is an established position, and the employee is currently working 30-32 hours per week. Director Collins would like to increase the hours to full time, which adds an additional 8 hours to the employee. The employee has been contacted and would like to move to full time status.

The Board agreed to move forward with the request.

Journal Entries:

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

1. Approve anniversary step increases for the following two non-bargaining employees of Department of Budget & Financial Management:
 - a. Sheryl Kendrick, Utility Billing Specialist – effective 1/24/2022
 - b. Geraldine Lower, Budget Specialist – effective 1/24/2022

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

2. Accept the resignation of Patricia Bearce, OMJ Case Manager, for Portage County Job & Family Services, effective February 1, 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

3. Authorize the three-day internal posting of an OMJ Case Manager position, vacated by Patricia Bearce, for Portage County Job & Family Services with external posting if no internal appointment is made.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Executive Session:

9:19 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the Board of Commissioners moves into executive session to consider complaints against a public employee. Also present: County Administrator Michelle Crombie and Human Resources Director Janet Kovick. Roll call vote: Anthony J. Badalamenti, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

9:41 AM Upon conclusion of the above-referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline that the Board of Commissioners moves out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea; Anthony J. Badalamenti, Yea;

After exiting the executive session, the Board took no action.

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Executive Session:

9:41 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline that the Board of Commissioners moves into executive session to consider the discipline against a public employee. Also present: County

Administrator Michelle Crombie and Human Resources Director Janet Kovick. Roll call vote: Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea; Anthony J. Badalamenti, Yea;

10:02 AM Upon conclusion of the above-referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline that the Board of Commissioners moves out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea; Anthony J. Badalamenti, Yea;

After exiting the executive session, the Board took no action.

WATER RESOURCES

Present: Tia Rutledge

Discussion:

1. Partial Road Vacation – Terrill Rd. Ravenna Township

The Water Resources Department has reviewed the Terrill Road vacation plat as it relates to public sewer and water. The Department owns and operates a gravity sewer in the eastern right-of-way (ROW) of the portion requested to be vacated. It is also noted that the City of Ravenna has a public water main in the western ROW of the roadway. Should it be determined that the portion of Terrill Road is to be vacated, utility easements should be established over the existing sewer and water utilities.

Resolutions:

1. Authorizing to enter into an agreement with American Structurepoint Inc. for the preparation of plans, specifications and estimate of cost 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. 22-0101.
2. Amendment to Authorizing to enter into agreement with GPD Group for the preparation of plans, specifications and estimate of cost for Project No. SH-W (21-170), Mantua, in Portage County Regional Sewer Water District, Shalersville Township./Resolution No. 22-0102

DEPARTMENT OF BUDGET & FINANCE

Present: Director Joe Harris

Journal Entries:

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:

1. Direct the Auditor's Office to pay/process the February 2, 2022, 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 Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Expenditure Review		
County Funds: (0001 – 8399)		
Bill Payment and ACH list totaling:		
Bill Payment list	\$520,674.53	(Includes late fees of: \$52.12)
ACH/Neil Group of	\$20.00	
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:	\$105,185.13	
Then and Now list totaling:	\$316,582.23	
Debt Service wire list:	\$0	

2. Process the February 2, 2022, budget amendments as reviewed and recommended by the Department of Budget and Financial Management. ***Hold. Director Harris will report back with additional information.***

Commissioner Christian-Bennett noted the large shortage of \$120,000 in the General Fund appropriation resolution for Juvenile Detention Center Contract Services and Director Harris explained he appropriated the same amount from last year and the amount is higher this year, but he will gather additional information and report back to the Board later today.

Resolutions:

1. Closing of Fund 4247 – Lakewood, Menough & Prospect Resurfacing Project./Resolution No. 22-0103

2. Closing of Fund 4250 – Notman Road Bridge Replacement./Resolution No. 22-0104.
3. Transfer from Fund 8300, Solid Waste General Administration, to Fund 8355, SW Loan 17./Resolution No. 22-0105.

Dog Warden

Present: Director Dave McIntyre and Human Resources Director Janet Kovick

Executive Session:

10:08 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the Board of Commissioners moves into executive session to consider the compensation of a public employee. Also present: Chief Dog Warden Dave McIntyre, County Administrator Michelle Crombie, and Human Resources Director Janet Kovick. Roll call vote: Anthony J. Badalamenti, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

10:35 AM Upon conclusion of the above-referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline that the Board of Commissioners moves out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea; Anthony J. Badalamenti, Yea;

After exiting the executive session, the Board took no action.

INTERNAL SERVICES

Present: Director JoAnn Townend

Discussion:

1. Request for use of parking lot at 8116 Infirmary Road
Rusty Kiko from Kiko Realtors, has requested use of the Board's parking lot located at the Water Resources/Dog Warden facility on Saturday, April 16, 2022, and Saturday, May 7, 2022, for two upcoming auctions for the estate of Larry Lang, whose property is located across the street from the County' facilities. The Water Resources Department is working on Saturday and the Animal Protective League should be open, as well.

The Board agreed to offer the Records Center parking lot for both auctions to Kikos and Director Townend will contact Mr. Kiko to advise.

2. Vehicles
When the County started with Enterprise, it was understood that the majority of vehicles would be leased, but it made sense for some of the departments to outright purchase them. The Juvenile Court would like to replace (2) 2009 vehicles and Judge Smith wondered if they needed to lease the new ones?

The Board agreed Director Townend should advise Judge Smith that whatever makes the most sense for the department should be done, as long as it does not impact the existing agreement with Enterprise.

Resolutions:

1. The Board of Commissioners accepts and award the bid for supplying southern rock salt for the Portage County Water Resources Department./Resolution No. 22-0106.
2. The Board of Commissioners accepts and award the bid for emergency and specialized services for the Water Resources Department./Resolution No. 22-0107.
3. The Board of Commissioners declares the necessity to purchase two (2) all-terrain vehicles for use by the Portage County Sheriff./**HOLD**
 - Funding for this resolution is coming out of the Inmate Commissary Fund as it is specific to training inmates.
 - Commissioner Christian-Bennett is concerned about the liability to the County and Administrator Crombie explained in general, anything within the scope of County employees would be covered and liability would not be an issue. Inmates are not County employees, but they are under the control and custody of the jail at the time. Administrator Crombie will need additional information to confirm either way. Commissioner Christian-Bennett asked to have the resolution pulled from today's agenda.
 - Commissioner Badalamenti asked to have the verbiage of 'inmate jobs and skills training' further defined.
 - Commissioner Christian-Bennett asked if the Sheriff's Office currently has an ATV and Director Townend will investigate.
4. The Board of Commissioners approved plans and specifications and sets the date for accepting bids for the 2022 – 441 Resurfacing Improvements Project, in various townships in Portage County./Resolution No. 22-0109.

DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: Director Joe Harris

Director Harris returned with additional information on the \$120,000 request for additional funding for the Juvenile Detention Center (JDC) noting last year's budget was rolled over for 2022 in the amount of \$2,099,763.00. Once the invoice was received from JDC, the Portage-Geauga Joint Board meeting minutes were reviewed and provided the following information:

- Portage County's share increased 10% based on admissions to the Center of Portage County juveniles.
- Last year, the County paid \$1,775,000 and this year the budget was set at \$2,099,000 and it's up 7%.
- Litigation and training lines have increased.
- A new HVAC system needs to be replaced.

- It's also a Bargaining Unit contracting year.

Journal Entry:

1. The Board of Commissioners agreed to process the February 2, 2022, budget amendments as reviewed and recommended by the Department of Budget and Financial Management.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

MISCELLANEOUS ITEMS

1. The Board of Commissioners acknowledged receipt of the February 2, 2022, Certificate of the County Auditor that the Total Annual Appropriations from each fund **do exceed** the Official Certificate of Estimated Resources for the fiscal year beginning January 1, 2022, as presented by the Portage County Auditor's Office.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

2. The Board of Commissioners acknowledged receipt of the January 27, 2022, Invoice for the 2021 transactions of the Eleventh District Court of Appeals for Portage County's pro-rata share of costs in the amount of \$103,317.96, as presented by the Trumbull County Auditor.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

3. The Board of Commissioners approved the January 2022 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 Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

4. In accordance with ORC Section 5126.038, the Board of Commissioners acknowledged receipt of the 2022 Estimated Payments for Developmental Disabilities Board Membership Dues, Professional Services, and Training as presented by the Portage County Board of Development Disabilities.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Resolution:

1. Amend Resolution No. 21-0659 dated September 2, 221, Accepting the FY 2022 Juvenile Court Subsidy Grant Agreement Funding Application for the Ohio Department of Youth Services Subsidy Grant (Reclaim Ohio) on behalf of the Portage County Juvenile Court./Resolution No. 22-0110.

COUNTY ADMINISTRATOR

Present: Michelle Crombie

Discussion:

1. One Ohio

- The One Ohio program is focused on prevention treatment and recovery in response to the drug epidemic.
- Portage County is part of Region 13, which includes Ashtabula, Lake and Geauga counties.
- A tool kit was sent to each County by the County Commissioners' Association of Ohio (CCAO) with a deadline of February 28th to establish a Board.
- The 16 member Board will have a Commissioner representative from each of the 3 Counties, a representative from each Township and Municipality and also a private sector representative.
- Commissioner Christian-Bennett will be provided further direction today during a zoom meeting on how they should recruit someone from the private sector, but it should be someone with experience in the opioid epidemic (ie. personal recovery, business outreach for recovery, etc).
- Ted St. John would be a great private sector representative for the Committee.
- County Administrator Crombie has prepared correspondence that would be sent to the Township Association and the Mayor's Association to help identify their representatives.
- The Regional Advisory Committee appoints someone to be on the State Board of the foundation, which consists of 29 members, 1 representative from each region, the Governor appoints 6 and the Ohio General Assembly appoints 4 for the 29 member State Board.

- Commissioner Christian-Bennett will be Portage County's Commissioner representative.
- Kathryn Whittington would be a good representative for the State Board as she has several family members that have been affected by the opioid epidemic and she is a national speaker on the issue, as well.
- The Regional Advisory Committee makes recommendations for specific projects to be funded and they are given to the State Board representative to secure the funding.
- Administrator Crombie has prepared correspondence to be sent out on behalf of the Commissioners.
- Administrator Crombie will ask Director Harris for an update on the opioid funding.

Executive Session:

11:04 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline that the Board of Commissioners moves into executive session to consider the compensation of a public employee. Also present: County Administrator Michelle Crombie and Human Resources Director Janet Kovick. Roll call vote: Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea; Anthony J. Badalamenti, Yea;

11:33 AM Upon conclusion of the above-referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline that the Board of Commissioners moves out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea; Anthony J. Badalamenti, Yea;

After exiting the executive session, the Board took action by adopting the following Journal Entry:

1. The Board of Commissioners agreed to rescind Journal Entry #6, dated March 10, 2015, concerning the Portage County Chief Dog Warden which states the following:

March 10, 2015

Journal Entry No. 6

The Chief Dog Warden is an exempt employee eligible to use flextime under Section 16(E) of the Personnel Policy Manual. Because the Chief Dog Warden is on-call 24 hours, it is not always feasible to obtain supervisor consent for a flextime event. Accordingly, when the Chief Dog Warden takes telephone calls or is called out after hours, the time spent on such assignments will be kept and reported to the Chief Administrator on the next business day. The dates and times when such events will be flexed out will likewise be scheduled the next business day, and all such events kept in a calendar by the Chief Administrator. Events not reported the next business day cannot be flexed out and are waived.

For purposes of the above, the following after-hours events are deemed to have the duration specified:

15 minutes each:

Telephone calls concerning dogs at large

Telephone calls concerning dogs abandoned at the kennel

Telephone calls concerning dogs seized by the Sheriff or Portage County Police

Departments

Telephone calls from law enforcement personnel seeking information

1 hour each:

Any telephone call after 9:00 p.m.

Telephone calls requiring follow-up calls, including:

Dog bites

Aggressive dogs

Attacks on livestock

Dispatch of Deputy Dog Warden

Actual time expended:

Call-outs where the Chief Dog Warden self-dispatches to:

Drug raids

Vicious dog incidents

Hoarding cases

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Administrator Crombie will notify Chief Dog Warden McIntyre that the former Journal Entry from 2015 has been rescinded.

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RESOLUTION NO. 22-0101

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RE: AUTHORIZING TO ENTER INTO AGREEMENT WITH AMERICAN STRUCTUREPOINT INC. FOR THE PREPARATION OF PLANS, SPECIFICATIONS AND ESTIMATE OF COST FOR PROJECT NO. MV-0 (21-190), VILLAGE OF MANTUA WASTEWATER TREATMENT PLANT HEADWORKS & ELECTRICAL IMPROVMENTS, FOR THE VILLAGE OF MANTUA PUBLIC SEWER SYSTEM IN PORTAGE COUNTY, FOR THE PORTAGE COUNTY WATER RESOURCES DEPARTMENT.

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following

resolution be adopted:

- WHEREAS,** this Board by Resolution No. 74-78, adopted April 11, 1974, established Portage County Regional Sewer District, hereinafter called the "SEWER DISTRICT"; and
- WHEREAS,** Resolution No. 74-204, adopted September 5, 1974, established the general plan of water in the Sewer District; and
- WHEREAS,** Resolution No. 20-0809, adopted December 17, 2020, Portage County became the owner and operator of the Village of Mantua Public Sewer System; and
- WHEREAS,** in January 2021, Portage County Water Resources (PCWR) advertised in the Ravenna Record Courier, requesting statements of qualifications for Professional Engineering services to design plans for the Village of Mantua Public Sewer system; and
- WHEREAS,** eleven (11) valid submittals were received on February 26, 2021; and
- WHEREAS,** PCWR ranked the eleven firms and received authorization from the Board of Commissioners on April 1, 2021, to interview the top five firms; and
- WHEREAS,** April 13, through April 15, 2021, PCWR performed the interviews; and
- WHEREAS,** from the interviews conducted and qualifications submitted, PCWR selected American Structurepoint, Inc. as the most qualified firm to perform this work; and
- WHEREAS,** on April 29, 2021, the Board of Commissioners accepted the recommendation of PCWR Interim Director, John Vence, P.E., and authorized the negotiation of a contract with American Structurepoint Inc. to perform the required services for Portage County; and
- WHEREAS,** PCWR to request authorization to enter into agreement with American Structurepoint Inc. ("Structurepoint") to prepare plans, specifications and estimate of cost for the Project No. MV-0 (21-190), Village of Mantua Wastewater Treatment Plant Headworks & Electrical Improvements, referred to as the "PROJECT"; and
- WHEREAS,** Structurepoint has given a fee proposal for such plans, specifications, and cost estimate for the PROJECT in the amount of \$557,000, where \$160,100 is for if authorized engineering services during construction; and
- WHEREAS,** the PROJECT is listed on the Village of Mantua Sewer Capital Improvement Plan and the costs of the PROJECT are to be paid through

collected surcharges per the agreement between the Board of Commissioners and the Village of Mantua; and

WHEREAS, PCWR will submit for approval to apply for a five (5) year design loan at 0% interest in March 2022 through the Ohio EPA; and

WHEREAS, the PROJECT will be funded through the Village of Mantua sewer surcharge amounts within the Portage County Regional Sewer Fund 5200 and/or grants identified and received, if any; and

WHEREAS, the PROJECT is necessary to improve the efficiency of the plant by prolonging equipment such as pumps, screw augers, and turbine equipment due to the lack of trash and grit removal currently offered at the wastewater treatment plant; and

WHEREAS, the PROJECT is essential to reduce maintenance costs and labor hours of repairing equipment due to trash and grit passing through the headworks and into downstream cleaning processes that are not designed to handle such debris; now therefore be it

RESOLVED, by the Board of Commissioners of Portage County, Ohio:

Section 1. That said authorization to enter into agreement with Structurepoint to prepare plans, specifications and estimate of cost for said PROJECT is hereby given.

Section 2. That the funds in the amount of \$557,000.00 are available in Fund 52001004-420000 21190.

Section 3. The Board of County Commissioners authorizes Allen Fathi, Director, Portage County Water Resources to act as their agent and designated representative in this agreement with Structurepoint.

Section 4. That the Clerk of this Board is hereby directed to certify a copy of this Resolution to the Department of Budget and Financial Management, the Department of Internal Services, and the County Auditor within 15 days after its passage.

Section 5. 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 as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Anthony J. Badalamenti, Yea;

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RESOLUTION NO. 22-0102

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RE: AMENDMENT TO AUTHORIZING TO ENTER INTO AGREEMENT WITH GPD GROUP FOR THE PREPARATION OF PLANS, SPECIFICATIONS AND ESTIMATE OF COST FOR PROJECT NO. SH-W (21-170), MANTUA EMERGENCY WATER INTERCONNECT, IN THE PORTAGE COUNTY REGIONAL SEWER WATER DISTRICT, SHALERSVILLE TOWNSHIP.

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, the Board of Commissioners has adopted Resolution 22-0031 ("RESOLUTION") authorizing to enter into agreement with GPD Group for the preparation of plans, specifications and estimate of cost for project no. SH-W (21-170), Mantua emergency water interconnect, in the Portage County Regional Sewer Water District, Shalersville Township; and

WHEREAS, it has become necessary to amend said RESOLUTION due to an error made in the project reference, from SH-W (21-170) to MW-0 (21-170); now therefore be it

RESOLVED, by the Board of Commissioners of Portage County, Ohio:

Section 1. That this Board does agree to amend Resolution 22-0031 such that the project reference changes from SH-W (21-170) to MW-0 (21-170).

Section 2. That except as described hereinabove, Resolution 22-0031, remains unchanged, and the validity and force of all terms and conditions in said Resolution not expressly amended by this Resolution remain unaffected.

Section 3. 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 as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Anthony J. Badalamenti, Yea;

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RESOLUTION NO. 22-0103

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**RE: CLOSING OF FUND 4247 – LAKEWOOD,
MENOUGH & PROSPECT RESURFACING
PROJECT**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following Resolution be adopted:

- WHEREAS,** fiscal activity has ceased in Fund 4247, all payments have been made and the Treasurer's Cash Balance for each is \$0.00; now therefore be it
- RESOLVED,** that Fund 4247 – Lakewood, Menough & Prospect Resurfacing Project, is hereby closed as recommended by the Director of Budget and Financial Management; and be it further
- RESOLVED,** that a certified copy of this resolution be filed with the Portage County Auditor, 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 as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Anthony J. Badalamenti, Yea;

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RESOLUTION NO. 22-0104

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**RE: CLOSING OF FUND 4250 – NOTMAN ROAD
BRIDGE REPLACEMENT**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following Resolution be adopted:

- WHEREAS,** fiscal activity has ceased in Fund 4250, all payments have been made and the Treasurer's Cash Balance for each is \$0.00; now therefore be it
- RESOLVED,** that Fund 4250 – Notman Road Bridge Replacement, is hereby closed as recommended by the Director of Budget and Financial Management; and be it further

RESOLVED, that a certified copy of this resolution be filed with the Portage County Auditor, 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 as follows:

Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

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RESOLUTION NO. 22-0105 - RE: TRANSFER FROM FUND 8300, SOLID WASTE GENERAL ADMINISTRATION, TO FUND 8355, SW LOAN 17.

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, OWDA extended the district a loan in 2017, and Fund 8355 was created to service that loan; now therefore be it

RESOLVED, that the following transfer shall be made, in the amount of \$179,324.02 for the 2022 payments; as recommended by the Director of Budget and Financial-Management;

FROM:

FUND 8300 SW GENERAL ADMINISTRATION

ORGCODE- 83009019

Debit Expense Account

Object: 910000 Transfer Out \$ 179,324.02

TO:

FUND 8355 SW LOAN 17

ORGCODE – 83559012

Credit Revenue Account

Object: 280000 Transfer In \$ 179,324.02

; and be it further

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

Portage County Auditor, Portage County Solid Waste Management District, and the Department of Budget & Financial Management; and be it further

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

Roll call as follows:

Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

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**RESOLUTION NO. 22-0106 - RE: ACCEPT AND AWARD THE BID FOR
SUPPLYING SOUTHERN ROCK SALT FOR
THE PORTAGE COUNTY WATER
RESOURCES DEPARTMENT**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following Resolution be adopted:

WHEREAS, five (5) contractors requested bid packages for supplying southern rock salt for the Portage County Water Resources Department; and

WHEREAS, one (1) sealed bid for supplying southern rock salt for the Portage County Water Resources Department was received, tabulated, and recorded on February 2, 2022, as follows:

Bidders Name:	Bid Amount:
Morton Salt	\$148.65 per ton; and

WHEREAS, upon review of the bid received, it is the recommendation of the Portage County Director of Internal Services and the Regulatory & Facilities Services Manager of the Water Resources Department that the Board of Commissioners accept the bid of Morton Salt as the best and lowest bid received meeting all specifications; now therefore be it

RESOLVED, that the Board of County Commissioners does hereby award the bid for supplying southern rock salt for the Portage County Water Resources Department to **Morton Salt** as the best and lowest bid received of \$148.65 per ton for Southern Rock Salt meeting all specifications as required; 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 with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

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**RESOLUTION NO. 22-0107 - RE: ACCEPT AND AWARD THE BID FOR
EMERGENCY AND SPECIALIZED
SERVICES FOR THE WATER RESOURCES
DEPARTMENT.**

It was moved by Anthony J. Badalamenti, and seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, one (1) contractor requested bid packages for emergency and specialized services for the Water Resources Department; and

WHEREAS, one (1) sealed bid was received, tabulated, and recorded on February 2, 2022; and

WHEREAS, upon review of the bids received, it is the recommendation of the Director of Internal Services and the Regulatory & Facility Services Manager of the Department of Water Resources that the bid for the emergency and specialized services be awarded to the best bidder meeting the specifications; now therefore be it

RESOLVED, that the Board of County Commissioners does, hereby, award the bid for emergency and specialized services to Spano Brother Construction, 2595 Pressler Rd, Akron, OH 44312 for the year 2022 at the following rates:

Labor Forman - Hourly	\$90.00
Labor Forman - OT/ Holiday Hourly	\$131.00
Labor Laborer - Hourly	\$75.00
Labor Laborer - OT/Holiday Hourly	\$110.00
Equipment Incl. Operator/Driver Track Hoe 8' Hourly	\$165.00
Equipment Incl. Operator/Driver Track Hoe 8' OT/Holiday Hourly	\$205.00

Equipment Incl. Operator/Driver Track Hoe 10' Hourly	\$182.00
Equipment Incl. Operator/Driver Track Hoe 10' OT/Holiday Hourly	\$220.00
Equipment Incl. Operator/Driver Dump Truck below 10 CY Hourly	\$105.00
Equipment Incl. Operator/Driver Dump Truck below 10 CY OT/ Holiday Hourly	\$138.00
Equipment Incl. Operator/Driver Dump Truck above 10 CY Hourly	\$115.00
Equipment Incl. Operator/Driver Dump Truck above 10 CY OT/Holiday Hourly	\$148.00
Equipment Incl. Operator/Driver Skid Loader Hourly	\$105.00
Equipment Incl. Operator/Driver Skid Loader OT/Holiday Hourly	\$140.00
Equipment Incl. Operator/Driver Crane 25 ton Hourly	\$300.00
Equipment Incl. Operator/Driver Crane 25 ton OT/Holiday Hourly	\$300.00
Equipment Incl. Operator/Driver Utility Tool Truck Hourly	\$30.00
Equipment Incl. Operator/Driver Utility Tool Truck OT/Holiday Hourly	\$30.00
Equipment Incl. Operator/Driver Pump up to 3 Hourly	\$30.00
Equipment Incl. Operator/Driver Pump up to 3 OT/Holiday Hourly	\$30.00
Equipment Incl. Operator/Driver 4" pump Hourly	\$30.00
Equipment Incl. Operator/Driver 4" pump OT/Holiday Hourly	\$30.00
Equipment Incl. Operator/Driver 6" pump Hourly	\$45.00
Equipment Incl. Operator/Driver 6" pump OT/Holiday Hourly	\$45.00
Equipment Incl. Operator/Driver Trench Box 8' Hourly	\$30.00
Equipment Incl. Operator/Driver Trench Box 8' OT/Holiday Hourly	\$30.00
Equipment Incl. Operator/Driver Trench Box 10' Hourly	\$35.00
Equipment Incl. Operator/Driver Trench Box 10' OT/Holiday Hourly	\$35.00
Equipment Incl. Operator/Driver Dozer 8 ton Hourly	\$130.00
Equipment Incl. Operator/Driver Dozer 8 ton OT/Holiday Hourly	\$165.00
Equipment Incl. Operator/Driver Semi/lowboy Hourly	\$120.00
Equipment Incl. Operator/Driver Semi/lowboy OT/Holiday Hourly	\$120.00
Equipment Incl. Operator/Driver Mobilization Demo Hourly	\$530.00
Equipment Incl. Operator/Driver Mobilization OT/Holiday Hourly	\$700.00

Total	\$4,694.00
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Actual Unit Cost + Mark up (Not to exceed 13%)	13%
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; and be it further

RESOLVED, that the Board of County 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.

Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

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This resolution was omitted. This is for numbering purposes only.

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It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following Resolution be adopted:

WHEREAS, roads to be resurfaced include the following:

- New Milford Road (CH 31), from Tallmadge to 5/44 bypass in Rootstown and Ravenna Townships
- Tallmadge Road (CH 18), from SR 44 to Alliance Road in Rootstown and Edinburg Townships

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 **2022- 441 Resurfacing Improvements Project**, and be it further

RESOLVED, that sealed bids will be accepted by the Portage County Director of Internal Services, 1st Floor, Room 114, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio 44266 until **2:00 P.M.**, Local Time, **March 9, 2022**; and be it further

RESOLVED, that Notice of Receiving Bids shall be published in the Record Courier on **February 11, 2022, February 18, 2022, and February 25, 2022**, 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:

Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

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**RESOLUTION NO. 22-0110 - RE: AMEND RESOLUTION NO. 21-0659
DATED SEPTEMBER 2, 2021, ACCEPTING
THE FY 2022 JUVENILE COURT SUBSIDY
GRANT AGREEMENT FUNDING
APPLICATION FOR THE OHIO
DEPARTMENT OF YOUTH SERVICES
SUBSIDY GRANT (RECLAIM OHIO) ON
BEHALF OF THE PORTAGE COUNTY
JUVENILE COURT.**

It was moved by Anthony J. Badalamenti, seconded Vicki A. Kline by that the following resolution be adopted:

WHEREAS, the Board of Commissioners adopted Resolution No. 21-0659 on September 2, 2021, to accept the grant from the Ohio Department of Youth Services for the Portage County Juvenile Court for the FY 2022 Tentative Base Allocation (YSG/510) for the Portage County Juvenile Court of \$228,605.00 and FY 2022 Tentative Variable Allocation (RECLAIM/401) up to \$458,803.19, making the allocations subtotal \$687,408.19 with no local match for the time period of July 1, 2021, through June 30, 2022; and

- WHEREAS,** that the "Total Available FY 2022 Program Funds" of \$844,915.04. The total estimated expenditures are \$ 719,521.36, leaving a "Total Unallocated Funds " of \$125,453.68; and
- WHEREAS,** the Portage County Juvenile Court has made amendment #1 to the Ohio Department of Youth Services Subsidy Grant Plan that was granted an additional Competitive Reclaim allocation of \$27,000.00 to fund the Children's Advantage Truancy Intervention Program; and
- WHEREAS,** it has become necessary to amend the 2022 Subsidy Grant Agreement to the Ohio Department of Youth Services for the Portage County Juvenile Court to add an additional \$50,000 to create the Children's Advantage Truancy Intervention Program; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners do hereby accepts amendment #1 to Resolution No. 21-0659 dated September 2, 2021, to reflect additional funds of \$50,000.00 for the Children's Advantage Truancy Intervention Program. The Available Program Funds would now be \$895,043.23. The "Total Estimated Expenditures is \$769,521.36 and the "Total Unallocated Funds" is \$125,521.87;
- RESOLVED,** that the Board of Commissioners authorizes the President of the Board of Commissioners, or his/her designee, to sign Amendment No. 2 [Attachment A, Page 2] to replace Attachment A. page 1 and page 2 of the Grant Agreement; and be it further
- RESOLVED,** that a certified copy of this resolution be filed with the County Auditor, Department of Budget and Financial Management, and Juvenile Court; 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:

Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

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Journal Entries

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

1. Approve anniversary step increases for the following two non-bargaining employees of Department of Budget & Financial Management:

- a. Sheryl Kendrick, Utility Billing Specialist – effective 1/24/2022
- b. Geraldine Lower, Budget Specialist – effective 1/24/2022

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

2. Accept the resignation of Patricia Bearce, OMJ Case Manager, for Portage County Job & Family Services, effective February 1, 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

3. Authorize the three-day internal posting of an OMJ Case Manager position, vacated by Patricia Bearce, for Portage County Job & Family Services with external posting if no internal appointment is made.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

4. Direct the Auditor's Office to pay/process the February 2, 2022, 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 Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Expenditure Review

County Funds: (0001 – 8399)		
Bill Payment and ACH list totaling:		
Bill Payment list	\$520,674.53	(Includes late fees of: \$52.12)
ACH/Neil Group of	\$20.00	
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:	\$105,185.13	
Then and Now list totaling:	\$316,582.23	
Debt Service wire list:	\$0	

5. The Board of Commissioners agreed to process the February 2, 2022, budget amendments as reviewed and recommended by the Department of Budget and Financial Management.

Motion: **Commissioner Badalamenti**

Seconded: **Commissioner Kline**

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

Motion Carries

6. The Board of Commissioners acknowledged receipt of the February 2, 2022, Certificate of the County Auditor that the Total Annual Appropriations from each fund **do exceed** the Official Certificate of Estimated Resources for the fiscal year beginning January 1, 2022, as presented by the Portage County Auditor's Office.

Motion: **Commissioner Badalamenti**

Seconded: **Commissioner Kline**

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

Motion Carries

7. The Board of Commissioners acknowledged receipt of the January 27, 2022, Invoice for the 2021 transactions of the Eleventh District Court of Appeals for Portage County's pro-rata share of costs in the amount of \$103,317.96, as presented by the Trumbull County Auditor.

Motion: **Commissioner Badalamenti**

Seconded: **Commissioner Kline**

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

Motion Carries

8. The Board of Commissioners approved the January 2022 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 Badalamenti
Seconded: Commissioner Kline
 All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
 Commissioner Christian-Bennett, Yea;
Motion Carries
9. In accordance with ORC Section 5126.038, the Board of Commissioners acknowledged receipt of the 2022 Estimated Payments for Developmental Disabilities Board Membership Dues, Professional Services, and Training as presented by the Portage County Board of Development Disabilities.
- Motion:** Commissioner Badalamenti
Seconded: Commissioner Kline
 All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
 Commissioner Christian-Bennett, Yea;
Motion Carries
10. The Board of Commissioners agreed to rescind Journal Entry #6, dated March 10, 2015, concerning the Portage County Chief Dog Warden which states the following:

March 10, 2015
Journal Entry No. 6

The Chief Dog Warden is an exempt employee eligible to use flextime under Section 16(E) of the Personnel Policy Manual. Because the Chief Dog Warden is on-call 24 hours, it is not always feasible to obtain supervisor consent for a flextime event. Accordingly, when the Chief Dog Warden takes telephone calls or is called out after hours, the time spent on such assignments will be kept and reported to the Chief Administrator on the next business day. The dates and times when such events will be flexed out will likewise be scheduled the next business day, and all such events kept in a calendar by the Chief Administrator. Events not reported the next business day cannot be flexed out and are waived.

For purposes of the above, the following after-hours events are deemed to have the duration specified:

15 minutes each:

Telephone calls concerning dogs at large

Telephone calls concerning dogs abandoned at the kennel

Telephone calls concerning dogs seized by the Sheriff or Portage County Police

Departments

Telephone calls from law enforcement personnel seeking information

1 hour each:

Any telephone call after 9:00 p.m.

Telephone calls requiring follow-up calls, including:

*Dog bites
Aggressive dogs
Attacks on livestock
Dispatch of Deputy Dog Warden*

Actual time expended:

*Call-outs where the Chief Dog Warden self-dispatches to:
Drug raids
Vicious dog incidents
Hoarding cases*

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

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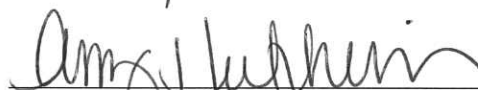
Motion: by Commissioner Christian-Bennett, seconded by Commissioner Kline that the Board adjourns the Meeting of **February 10, 2022, at 11:33 AM**
All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Kline, Yea; Commissioner Badalamenti, Yea;
Motion Carries

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of **February 10, 2022.**


Sabrina Christian-Bennett, President


Anthony J. Badalamenti, Vice President


Vicki A. Kline, Board Member


Amy Hutchinson, Clerk