



Portage County Board of Commissioners
Meeting Minutes

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

Sara Hoag, Acting Clerk
330-297-3600

Thursday, March 24, 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, Department of Budget and Financial Management Director Joe Harris, Duane Flowers, Ed Dean, Barb Tittle, and Frank Voss

1. The Board of Commissioners approves the March 17, 2022, regular meeting minutes.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Motion Carries

WATER RESOURCES

Present: John Vence, Engineering Division Manager

Discussion:

1. Roof replacement

- Mr. Vence updated the Board to have the roofs as part of their maintenance project. Commissioner Badalamenti asked how many roofs were getting done and whether they were scheduled for replacement and Mr. Vence responded the roofs in question are long overdue with damage underneath. Commissioner Badalamenti asked if this resolution is part of this project and Mr. Vence stated that this is part of it, there were two roofs that are getting completed with this project, both are on the schedule to be completed, weather permitting.

Resolutions:

1. Authorizing to enter into agreement with JBL Roofing & Construction, Inc. for roof replacement at the Red Fox Wastewater Treatment Plant, in the Portage County

HUMAN RESOURCES

Present: Director Janet Kovick

Discussion:

1. Revised PPM Section 2 (Discrimination & Harassment-Free Workplace) and Section 23 (Paid Leaves of Absence)
 - Director Kovick stated the reason for the change is to clarify the language for employees that need to utilize those sections, making it more consistent.

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. Authorize the hire of Lennon Clemens, as a Social Service Worker III in Portage County Department of Job & Family Services, replacing Alexandra Bevere. Tentative start date is April 4, 2022. The Board of Commissioners agree that this hire is contingent upon the applicants passing the required pre-employment testing.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
Commissioner Christian-Bennett, Absent;
Motion Carries
2. Accept the resignation of Amanda Snider, Social Service Worker III, for Portage County Job & Family Services effective April 1, 2022.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
Commissioner Christian-Bennett, Absent;
Motion Carries
3. Authorize the three-day internal posting of a bargaining position, Social Service Worker III, vacated by Amanda Snider, 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, Absent;
Motion Carries

4. Accept the resignation of Louise Feciuch, JFS Supervisor, for Portage County Job & Family Services effective April 8, 2022.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
Commissioner Christian-Bennett, Absent;
Motion Carries
5. Authorize the posting of a non-bargaining position, JFS Supervisor, replacing Louise Feciuch, for Portage County Department of Job & Family Services. The non-bargaining position will be posted as open until filled, internally and externally concurrently.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
Commissioner Christian-Bennett, Absent;
Motion Carries
6. Authorize the promotion of Jennifer Holt, Custodial Worker, to Clerical Specialist 3, replacing Michelle Witner, in Portage County Job & Family Services, effective April 18, 2022. Since Ms. Holt is a current employee, pre-employment screenings are not required. Ms. Holt will serve a 270-day probationary period per the current CBA.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
Commissioner Christian-Bennett, Absent;
Motion Carries
7. Authorize the three-day internal posting of a bargaining position, Custodial Worker, vacated by Jennifer Holt, 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, Absent;
Motion Carries
8. Accept the resignation of Darlene Baad, PCSA Administrator, for Portage County Job & Family Services effective March 21, 2022.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
Commissioner Christian-Bennett, Absent;
Motion Carries

9. Approve revisions to the job description for the JFS Division Administrator - Child and Adult Protective Services Division within Portage County Department of Job & Family Services. There is no change to the pay grade.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

10. Authorize the posting of a non-bargaining position, PCSA Administrator, replacing Darlene Baad, for Portage County Department of Job & Family Services. The non-bargaining position will be posted as open until filled, internally and externally concurrently.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

11. Authorize the hire of Craig Theiss as a Collection System Laborer, replacing Frank Pavlic, Portage County Water Resources. Tentative start date is March 28, 2022. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment testing.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

12. Authorize the hire of Ian Oros as an Engineer Technician I, replacing John Wood, Portage County Water Resources. Tentative start date is April 4, 2022. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment testing.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

13. Authorize the dismissal of a Portage County Water Resources employee effective March 17, 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

14. Authorize the hire of Joseph Patituce as an Apiary Inspector, replacing Nicholas Lindsay, for the Portage County Board of Commissioners. Tentative start date is March 28, 2022. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment testing.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

15. Authorize the posting of three seasonal Canvassers positions for the Portage County Dog Warden. The non-bargaining positions will be posted as open until filled, internally and externally concurrently.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

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

- a. Kaylyn Kane – JFS Supervisor – Effective 3/8/22
- b. Sharon Spence – JFS Supervisor – Effective 3/17/22
- c. Nick Gribble – JFS Supervisor – Effective 3/19/22

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Resolutions:

1. Adoption of the Amended Portage County Board of Commissioners' Personnel Policy Manual. /Resolution No. 22-0197

JOB AND FAMILY SERVICES

Present: Sue Brannon, Budget & Finance Administrator Job and Family Services

Discussion:

1. Data Report
Sue Brannon, Budget & Finance Administrator presented the December 2021 and January 22 for Job and Family Services.
- Commissioner Kline inquired about the box under Work Experience Programs (JOBS), CCMEP, and Supportive Services and whether the box with All Family Participation Rate (50%) was the goal of that section and Ms. Brannon stated 50% is the goal and they've had difficulty with 2 parent households.

2. OMJ – Workforce Study

Ms. Brannon mentioned Director Jeffries is doing a workforce study survey with Summit County and it's almost complete. Christine Marshall from Summit County Workforce will join Director Jeffries to elaborate on the results.

3. Child and Adult Protective Services – APS COVID Funds

Job and Family Services has utilized COVID funding to purchased items for the elderly such as personal care items, household items, emergency/ safety items, smoke detectors and radon protectors. Jobs and Family Services also plans to work with County Treasurer Cromes to see if any senior citizens have delinquent taxes so they can remain in their homes. Jobs and Family Service plans on possibly using some of the funding for the local senior centers for small items they may need.

4. April Child Abuse and Neglect Awareness Month

Job and Family services is once again planting pinwheels and Director Jeffries extends an invitation to the Commissioners and County Administrator to come out on March 31st at noon and plant a pinwheel for Safe Children. Director Jeffries asked to have the Commissioners sign a Proclamation to highlight the necessity of Child Abuse Prevention awareness. Director Jeffries invites everyone to wear blue on April 13th, in support of Child Abuse Awareness.

Resolutions:

1. Transfer from Fund 1415, Child Welfare Special Levy Fund to Fund 1410 Public Assistance Fund./Resolution No. 22-0198
2. Transfer from Fund 1413, WIA Fund to Fund 1410 Public Assistance Fund. /Resolution No. 22-0199

DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

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 March 17, 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, Absent;

Motion Carries

Expenditure Review		
County Funds: (0001 – 8399)		
Bill Payment and ACH list totaling:		
Bill Payment list	\$831,017.49	(Includes late fees of: \$20.00)
ACH/Neil Group of	\$0	
ACH Payment list totaling (OPERS):	\$1,047,681.19	
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:	\$7,456.47	
Then and Now list totaling:	\$315,107.32	
Debt Service wire list:	\$0	

2. Process the March 17, 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, Absent;

Motion Carries

GRANTS ADMINISTRATOR

Present: Allison Diehl

Resolutions:

1. Accept and enter into a grant agreement with the Ohio Department of Development for the construction of water facilities for project no. SH-W (21-170), Mantua Emergency Water Interconnect, In Portage County, Shalersville Township, on behalf of Portage County Water Resources. /Resolution No. 22-0200
2. Accept the Ohio Department of Justice Program, Violence Against Women Grant (VAWA) in the amount of \$41,000 with required local match of \$13,666.67 for Domestic Violence Intervention Project Number 2021-WF-VA2-8222 for grant year 2022. /Resolution No. 22-0201
3. Authorize grant application in the amount of \$36,275.00 to the Hazardous Material Emergency Preparedness Grant Program for the Portage County Office of Homeland Security and Emergency Management. /Resolution No. 22-0202

MISCELLANEOUS

Journal Entries:

1. The Board of Commissioners acknowledged receipt of the March 17, 2022 notice from Faith Lyon and Theresa Nielsen, Portage County Board of Elections, indicating that the Board of Elections will be open to the public in preparation for the May 3, 2022 Primary Election as follows:

Saturday, March 26:	9:00 a.m. – 4:00 p.m.
Monday, April 4:	4:30 p.m. – 9:00 p.m.
Tuesday, April 5 – Friday, April 8:	4:30 p.m. – 5:00 p.m.
Monday, April 11 – Friday, April 15:	4:30 p.m. – 5:00 p.m.
Monday, April 18 – Friday, April 22:	4:30 p.m. – 5:00 p.m.
Monday, April 25 – Friday, April 29:	4:30 p.m. – 7:00 p.m.
Saturday, April 30:	8:00 a.m. – 4:00 p.m.
Sunday, May 1:	1:00 p.m. – 5:00 p.m.
Tuesday, May 3:	6:30 a.m. – 8:00 a.m.; and 4:30 p.m. – Until election complete

In addition to the hours listed above we will be open beyond regular business hours to conduct Election Official Training on the following dates and times:

Thursday, March 24:	5:00 p.m. – training is complete (8:30 p.m.)
Tuesday, March 29:	5:00 p.m. – training is complete (8:30 p.m.)
Saturday, April 2:	8:30 a.m. – training is complete (12:30 p.m.)
Tuesday, April 5:	5:00 p.m. – training is complete (8:30 p.m.)
Thursday, April 7:	5:00 p.m. – training is complete (8:30 p.m.)
Saturday, April 9:	8:30 a.m. – training is complete (12:30 p.m.)
Tuesday, April 11:	5:00 p.m. – training is complete (8:30 p.m.)
Thursday, April 14:	5:00 p.m. – training is complete (8:30 p.m.)

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

2. The Board of Commissioners acknowledged receipt of the Portage County RLF Balance Sheet for February 2022, as presented by Neighborhood Development Services.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

3. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for March 7, 2022 through March 13, 2022 as presented by Chief Dog Warden Dave McIntyre.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

4. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for March 14, 2022 through March 20, 2022 as presented by Chief Dog Warden Dave McIntyre.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

5. The Board of Commissioners acknowledged receipt of the March 21, 2022 Certificate of the County Auditor that the Total Annual Appropriations from each fund do not exceed the Official Estimate 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, Absent;

Motion Carries

Resolutions:

1. The Board of Commissioners recognizes and adopts the resolution for the Initial Region 13 representative members to the OneOhio Governance Board /Resolution 22-0212:
 - a. Ted St. John to represent the unincorporated areas of Portage County
 - b. Chief Brian Byard to represent the incorporated areas of Portage County

COUNTY ADMINISTRATOR

Present: Michelle Crombie

Journal Entries:

1. The Board of Commissioners authorized a one-time stipend uniform allowance for newly hired part-time Deputies and part-time Corrections Officers, via Purchase Order, in the amount of \$500.00 for Correction Officers and \$600.00 for Deputies, as agreed to by the authorization and voluntary consent form signed by the subject employees. If a newly hired part-time employee in the Sheriff's Office were to leave such employment prior to the completion of one year's service with the Sheriff's Office, the allowance will be deducted from the employee's last paycheck at a prorated amount.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Resolutions:

1. The Board of Commissioners authorize the Execution of an agreement between the Portage County Board of Commissioners for the Portage County Water Resources Department and the Portage County Regional Planning Commission for the purpose of Geographic Information Systems Services. /Resolution 22-0211

County Administrator Michelle Crombie regarding the uniforms for the Sheriffs, they are working with the Auditors officer to sort that out, for the robes for the Judges or other elected officials it is not something we can provide for them, within the ORC or an Attorney General opinion, but the Sheriffs have that listed.

Commissioner Badalamenti asked about a Proclamation for Joshua Dewitt from the Sheriff's Department, for him earning Deputy of the Year for the 2021 Year. The Board will present one next Thursday out at the Sheriff's Department.

INTERNAL SERVICES

Present: Director JoAnn Townend

Discussion:

1. Weekend access to Riddle Building

The Information Technology Department will be installing upgrades for the Adult Probation and Public Defender and they need access on Saturday and Sunday to Riddle Block. Commissioner Badalamenti asked if the building would then be locked down while the IT Department is working on the installation and Director Townend said it's been done several different ways in the past. The Board agreed it is willing to have the IT staff facilitate locking the doors themselves while they are working in the building and Director Townend will provide staff with phone numbers to reach out to in case there's a problem.

2. Resurfacing Project – Resolution No. 6

Commissioner Badalamenti asked if the resurfacing resolution was for the parking lot behind the Ravenna Courthouse and Director Townend responded it's a County Engineer's resurfacing project and not one of the County's lots.

3. Courthouse Parking Lot

Director Townend reported the architect's rendition of the plan for the Courthouse parking lot had fewer spaces than what is currently available, so Director Townend has reached out to the architect to correct the issue and she will report back with an updated plan for the lot.

Resolutions:

1. The Board of Commissioners accepts and awards the bid of Protect-A-Cote, Inc. for the 2022 Crack Seal Project, for various routes in Portage County./Resolution 22-0203

2. The Board of Commissioners accepts bids for furnishing various sizes of gravel for use by the Portage County Engineer./ Resolution 22-0204
3. The Board of Commissioners accepts bids for furnishing various sizes of slag for use by the Portage County Engineer./ Resolution 22-0205
4. The Board of Commissioners accepts bids for furnishing various sizes of limestone for use by the Portage County Engineer./ Resolution 22-0206
5. The Board of Commissioners accepts the bid of Ozark Materials, LLC for furnishing acrylic water base traffic safety paint for use by the Portage County Engineer./ Resolution 22-0207
6. The Board of Commissioners declares The Mannik & Smith Group, Inc. most qualified firm as a result of review and analysis of qualifications and enter into negotiations for construction professional services for construction administration for the project known as 2022 441 Resurfacing Improvements in Portage County./ Resolution 22-0208
7. The Board of Commissioners accepts and awards the bid of Karvo Companies, Inc. for the 2022 – 441 Resurfacing Improvements Project, in various townships in Portage County./ Resolution 22-0209
8. The Board of Commissioners enter into a Real Estate Lease Agreement for the Property Located at 100 East Main Street (Suite A), Ravenna, Ohio./ Resolution 22-0210

Commissioner Badalamenti asked Director Townend how the contracts were coming along for the projects we have that were planned out this year. County Administrator told Commissioner Badalamenti that she has sent out the list of contracts out to him for his review and for updates.

Recess: 9:34 AM

Reconvene: 11:00 AM

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RESOLUTION NO. 22-0196

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RE: AUTHORIZING TO ENTER INTO AGREEMENT WITH JBL ROOFING & CONSTRUCTION, INC. FOR ROOF REPLACEMENT AT THE RED FOX WASTEWATER TREATMENT PLANT, IN THE PORTAGE COUNTY REGIONAL SEWER DISTRICT, SHALERSVILLE TOWNSHIP 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,** the PROJECT located at the Red Fox Waste Water Treatment Plant requires the replacement of asphalt shingle roofing that is beyond its useful life and failing on two buildings; the Tertiary Filter and Blower/Chemical Buildings; and
- WHEREAS,** Water Resources requested bid proposals and received the best proposal from JBL Roofing and Construction, Inc. in the amount of \$11,800.00 plus wood sheathing replacement as needed and determined during construction, with an estimated total construction cost of \$13,800.00; now therefore be it
- RESOLVED,** by the Board of Commissioners of Portage County, Ohio:
- Section 1. That said authorization to enter into agreement with JBL Roofing & Construction, Inc. to provide Roofing Replacement and roof Repair for said PROJECT is hereby given.
- Section 2. That the funds in the amount of \$13,800.00 are available in Fund 52001004 413000.
- Section 3. The Board of County Commissioners authorizes John Vence, Sanitary Engineer, Portage County Water Resources to act as their agent and designated representative in this agreement with JBL Roofing & Construction, Inc.
- 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, Absent; Anthony J. Badalamenti, Yea;

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**RESOLUTION NO. 22-0197 - RE: ADOPTION OF THE AMENDED PORTAGE
COUNTY BOARD OF COMMISSIONERS'
PERSONNEL POLICY MANUAL.**

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

- WHEREAS,** on December 16, 2021, the Portage County Board of Commissioners adopted Resolution 21-0924, amending the Board of Commissioner's Personnel Policy Manual in its entirety; and
- WHEREAS,** Section 2 – Discrimination & Harassment Free Workplace has been revised clarifying the language regarding the complaint process for unlawful discrimination and harassment and the language for qualified individuals with disabilities and the need for an accommodation; and
- WHEREAS,** Section 23 – Paid Leaves of Absence has been revised clarifying the language for returning to work after an illness with or without an accommodation; now therefore be it
- RESOLVED,** that the Board of Commissioners does hereby adopt said Personnel Policy Manual as updated and revised effective March 24, 2022. The Personnel Policy Manual shall be disseminated to all employees under the jurisdiction of the Board of Commissioners; and be it further
- RESOLVED,** that this said Personnel Policy Manual will supersede all prior versions; 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, Absent; Anthony J. Badalamenti, Yea;

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RESOLUTION NO. 22-0198

RE: TRANSFER FROM FUND 1415, CHILD WELFARE SPECIAL LEVY FUND TO FUND 1410 PUBLIC ASSISTANCE FUND

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

WHEREAS, the Child Welfare Special Levy Fund owes the Public Assistance Fund for Shared Costs and Social Services cost pool costs paid out of the Public Assistance Fund; and

WHEREAS, it is necessary to do a transfer of funds to cover these costs; now therefore be it

RESOLVED, that the following transfer of funds be made in the amount of \$40,000.00 for SFY21 4th Qtr payment #2 as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 1415, CHILD WELFARE SPECIAL LEVY FUND

ORGCODE - 14150519

Debit Expense Account

Object: 912000 – JFS Shared

Project 5SHAR

\$40,000.00

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 282000 – JFS Shared

Project 5SHAR

\$40,000.00

; and be it further

RESOLVED, that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the Portage County Auditor, the Portage County Job & Family Services, and the Department of Budget and Financial Management; and be it further

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

121.22 of the Ohio Revised Code.

Roll call as follows:

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

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**RESOLUTION NO. 22-0199 - RE: TRANSFER FROM FUND 1413, WIA FUND
TO FUND 1410 PUBLIC ASSISTANCE FUND**

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

WHEREAS, the JFS WIA Fund owes the Public Assistance Fund for the WIOA RMS staff costs paid out of the Public Assistance Fund; and

WHEREAS, it is necessary to do a transfer of funds to cover these costs; now therefore be it

RESOLVED, that the following transfer of funds be made in the amount of \$82,813.80 for January 2022 adj #1, February & March 2022 as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 1413, JFS WIA FUND

ORGCODE - 14130519

Debit Expense Account

Object: 912000 – JFS Shared

Project 3A258	\$ 45,002.30
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Project 3B278	\$ 2,587.06
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Project 3A259	\$ -0-
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Project 3B259	\$ -0-
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Project 3B277	\$ 7,747.71
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Project 3D278	\$ 19,915.75
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Project 3A225	\$ 7,560.98
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TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 282000 – JFS Shared

Project 5SHAR	\$82,813.80
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; and be it further

RESOLVED,

that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the Portage County Auditor, the Portage County Job & Family Services, and the Department of Budget and Financial Management; and be it further

RESOLVED,

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

Roll call as follows:

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

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RESOLUTION NO. 22-0200

RE: ACCEPT AND ENTER INTO A GRANT AGREEMENT WITH THE OHIO DEPARTMENT OF DEVELOPMENT FOR THE CONSTRUCTION OF WATER FACILITIES FOR PROJECT NO. SH-W (21-170), MANTUA EMERGENCY WATER INTERCONNECT, IN PORTAGE COUNTY, SHALERSVILLE TOWNSHIP, ON BEHALF OF PORTAGE COUNTY WATER RESOURCES

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline 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 15 of the Agreement lists the project "Emergency Water Interconnection with Portage County Water System", Portage County Water Resource Project No. SH-W (21-170), referred to as the "PROJECT"; and

WHEREAS,

the Portage County Water Resource Department prepared and submitted an application for an Ohio Water and Wastewater Infrastructure Grant in

August of 2021 through House Bill 168 for the construction of the PROJECT; and

- WHEREAS,** the PROJECT was selected to receive \$3,088,847.00 in grant funds; and
- WHEREAS,** the Ohio Department of Development requires the Board to execute a grant agreement; now therefore be it
- RESOLVED,** that Board hereby agrees to enter into a grant agreement with the State of Ohio Department of Development for the construction of the PROJECT and authorizes the President of the Portage County Board of Commissioners to sign the Grant Agreement on behalf of the entire Board, with the Vice President of this Board as an alternate; and be it further
- RESOLVED,** that a copy of this resolution will be filed with the Portage County Auditor's Office, Portage County Department of Budget & Financial Management, the Grant Administrator, and Portage County Water Resources; 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, Absent; Anthony J. Badalamenti, Yea;

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RESOLUTION NO. 22-0201 - RE: ACCEPT THE OHIO DEPARTMENT OF JUSTICE PROGRAM, VIOLENCE AGAINST WOMEN GRANT (VAWA) IN THE AMOUNT OF \$41,000 WITH REQUIRED LOCAL MATCH OF \$13,666.67 FOR DOMESTIC VIOLENCE INTERVENTION PROJECT NUMBER 2021-WF-VA2-8222 FOR GRANT YEAR 2022

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

WHEREAS, at the request of Family & Community Services, Inc. the Board of Commissioners adopted a resolution authorizing the re-submittal of a

grant application under the subgrant number 2021-WF-VA2-8222; now therefore be it

RESOLVED, that the Board of Commissioners accepts the United States Department of Justice Office of Criminal Justice Services (OCJS) Violence Against Women Act (VAWA) for the Domestic Violence Intervention Project grant on behalf of the Portage County Prosecutor's Office, implementing agency for the grant; and be it further

RESOLVED, that the Board of Commissioners notes that the grant is effective January 1, 2022 through December 31, 2022 with an Office of Criminal Justice Services total grant award amount of \$41,000.00 with a required General Fund cash match of \$13,666.67 for a Total Budget \$54,666.67; and be it further

RESOLVED, that a transfer from the General Fund in the amount of not to exceed \$62,000.00 to cover additional program costs will be utilized for this program; and be it further

RESOLVED, the Board of Commissioners authorizes the President of the Board and/or Family and Community Services, Inc. to sign the acceptance documents; and be it further

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

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.00 of the Ohio Revised Code.

Roll call as follows:

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

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**RESOLUTION NO. 22-0202 - RE: AUTHORIZE GRANT APPLICATION IN THE
AMOUNT OF \$36,275.00 TO THE
HAZARDOUS MATERIAL EMERGENCY
PREPAREDNESS GRANT PROGRAM FOR
THE PORTAGE COUNTY OFFICE OF**

HOMELAND SECURITY AND EMERGENCY MANAGEMENT

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

- WHEREAS,** the Portage County Office of Homeland Security and Emergency Management supports the Portage County Local Emergency Planning Committee and its efforts; and
- WHEREAS,** The Hazardous Material Emergency Preparedness Grant Program provides funding for training and other needed resources for emergency planning and preparedness; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners authorizes the Portage County Office of Homeland Security and Emergency Management to submit the Hazardous Material Emergency Preparedness grant application in the amount of \$36,275 with required local match of \$7,255.00 provided by the Portage County Local Emergency Planning Committee fund; and be it further
- RESOLVED,** that the Board of Commissioners authorizes the President of the Board and/or the Portage County Director of Homeland Security and Emergency Management to sign any and all documents pertaining to this grant; and be it further
- RESOLVED,** that a copy of this resolution be filed with the Portage County Auditor, the Department of Budget and Financial Management, the Grant Administrator, and the Portage County Office of Homeland Security and Emergency 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 open to the public in compliance and accordance with the law including Section 121.22 of the Ohio Revised Code.

Roll call as follows:

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

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RESOLUTION NO. 22-0203

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**RE: ACCEPT AND AWARD THE BID OF
PROTECT-A-COTE, INC. FOR THE 2022**

**CRACK SEAL PROJECT, FOR VARIOUS
ROUTES IN PORTAGE COUNTY.**

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

- WHEREAS,** notice of Receiving Bids for the **2022 Crack Seal Project** was published in the Record Courier on February 18 and 25, 2022; and
- WHEREAS,** eight (8) sealed bids were received, tabulated and recorded on March 9, 2022 for furnishing all labor, materials and equipment necessary to complete the project known as **2022 Crack Seal Project**; and
- WHEREAS,** after reviewing said bids, it was the recommendation of the Portage County Engineer that the bid of **Protect-A-Cote, Inc.** be accepted as the lowest and best bid received; now therefore be it
- RESOLVED,** that the bid of **Protect-A-Cote, Inc., 5801 Harvard Avenue, Cleveland, Ohio 44105**, be accepted and awarded as the lowest and best bid received in accordance with specifications and plans prepared for the **2022 Crack Seal Project** for the resurfacing of various Portage County roads, and be it further
- RESOLVED,** that a contract be entered into with **Protect-A-Cote, Inc.** in the total amount of **\$89,300**, 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 as follows:

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

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**RESOLUTION NO. 22-0204 - RE: ACCEPT BIDS FOR FURNISHING VARIOUS
SIZES OF GRAVEL FOR USE BY THE
PORTAGE COUNTY ENGINEER.**

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

- WHEREAS,** notice of receiving bids for furnishing various Aggregate Materials for use by the Portage County Engineer was published in the Record Courier on **February 25, 2022** and **March 4, 2022**, and
- WHEREAS,** two (2) sealed bids for furnishing **Various Sizes of Gravel** for use by the Portage County Engineer were received, tabulated and recorded on March 16, 2022; and
- WHEREAS,** after reviewing said bids, the Portage County Engineer recommended the following bid be accepted as the lowest and best bid received in accordance with the following stipulations:
1. All gravel is to be ordered as needed and in quantities needed at that time. F.O.B. Plant.
 2. Payment of the order is to be made upon receipt of the invoice.
 3. Bids of alternate suppliers be accepted to ensure continuity of the Engineer's work program;
- ; now therefore be it
- RESOLVED,** that the bid of Stoneco, Inc. dba Allied Corporation, 8920 Canyon Falls Blvd. #120, Twinsburg, Ohio 44087, be accepted as the **lowest and best bid received** for the following materials:
- 1,000 Tons, More or Less, Crushed #2 Gravel, FOB Plant \$18.20 Per Ton**
- and
- 2,000 Tons, More or Less, #9 Gravel, FOB Plant \$6.30 Per Ton**
- ; and be it further
- RESOLVED,** that the bid of Ray Bertolini Trucking Co., 2070 Wright Road, Akron, Ohio 44320, be accepted as the **lowest and best bid received** for the following materials:
- 2,000 Tons, More or Less, Crushed #4 Gravel, FOB Plant \$23.00 Per Ton**
- and
- 4,000 Tons, More or Less, #304 Gravel, FOB Plant \$12.50 Per Ton**
- ; and be it further

RESOLVED, that the bid of Stoneco, Inc. dba Allied Corporation, 8920 Canyon Falls Blvd. #120, Twinsburg, Ohio 44087, be accepted as **ALTERNATE** bid for the following materials:

2,000 Tons, More or Less, Crushed #4 Gravel, FOB Plant \$22.50 Per Ton

and

4,000 Tons, More or Less, #304 Gravel, FOB Plant \$15.15 Per Ton

; 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 as follows:

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

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RESOLUTION NO. 22-0205 - RE: ACCEPT BIDS FOR FURNISHING VARIOUS SIZES OF SLAG FOR USE BY THE PORTAGE COUNTY ENGINEER.

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

WHEREAS, notice of receiving bids for furnishing various Aggregate Materials for use by the Portage County Engineer was published in the Record Courier on **February 25, 2022** and **March 4, 2022**, and

WHEREAS, four (4) sealed bids for furnishing **Various Sizes of Slag** for use by the Portage County Engineer were received, tabulated and recorded on March 16, 2022; and

WHEREAS, after reviewing said bids, the Portage County Engineer recommended the following bids be accepted as the lowest and best bids received in accordance with the following stipulations:

1. All slag is to be ordered as needed and in quantities needed at that time.

2. Payment of the order is to be made upon receipt of the invoice of the delivered material;
3. Bids of alternate suppliers be accepted to ensure continuity of the Engineer's work program;

; now therefore be it

RESOLVED,

that the following bids submitted by The Arms Trucking Co., P.O. Box 369 14818 Mayfield Road, E. Claridon, OH 44033 be accepted as the **lowest and best bids received** for the following materials:

	<u>Del. To FOB Plant</u>	<u>Del. To Newton Falls Rd</u>	<u>Various Sites</u>
2,000 Tons, More or Less, #6M	*****	\$31.50/Ton	\$32.00/Ton
and			
6,000 Tons, More or Less, #8	*****	\$31.65/Ton	\$32.15/Ton
and			
3,000 Tons, More or Less, #57	*****	\$21.40/Ton	\$21.90/Ton

; and be it further

RESOLVED,

that the following bids submitted by Stoneco, Inc. (dba Allied Corporation), 8920 Canyon Falls Blvd. #120, Twinsburg, OH 44087 be accepted as **ALTERNATE** bid for the following materials:

	<u>Del. To FOB Plant</u>	<u>Del. To Newton Falls Rd</u>	<u>Various Sites</u>
2,000 Tons, More or Less, #6M	*****	\$31.95/Ton	\$31.95/Ton
and			
6,000 Tons, More or Less, #8	*****	\$35.95/Ton	\$35.95/Ton
and			
3,000 Tons, More or Less, #57	*****	\$20.95/Ton	\$20.95/Ton

; 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 as follows:

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

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RESOLUTION NO. 22-0206 - RE: ACCEPT BIDS FOR FURNISHING VARIOUS SIZES OF LIMESTONE FOR USE BY THE PORTAGE COUNTY ENGINEER.

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

WHEREAS,

notice of receiving bids for furnishing various Aggregate Materials for use by the Portage County Engineer was published in the Record Courier on **February 25, 2022** and **March 4, 2022**, and

WHEREAS,

four (4) sealed bids for furnishing **Various Sizes of Limestone** for use by the Portage County Engineer were received, tabulated and recorded on March 16, 2022; and

WHEREAS,

after reviewing said bids, the Portage County Engineer recommended the following bids be accepted as the lowest and best bids received in accordance with the following stipulations:

1. All limestone is to be ordered as needed and in quantities needed at that time.
2. Payment of the order is to be made upon receipt of the invoice of the delivered material.

; now therefore be it

RESOLVED,

that bids be awarded to the following vendors as either **LOW** or **ALTERNATE** Bids:

RAY BERTOLINI TRUCKING CO.

2070 Wright Road
Akron, OH 44320

THE ARMS TRUCKING CO.

P.O. Box 369 14818 Mayfield Rd.
E. Claridon, OH 44033

	6,000 Tons, More or Less, #8 PRICE PER TON		2,000 Tons, More or Less, #57 PRICE PER TON		2,000, More or Less, #67 PRICE PER TON	
	Delivered to 5000 Newton Falls Road Ravenna, OH	Delivered to Various Sites in the County	F.O.B Plant Delivered to 5000 Newton Falls Road Ravenna, OH	Delivered to Various Sites in the County	Delivered to 5000 Newton Falls Road Ravenna, OH	Delivered to Various Sites in the County
Ray Bertolini Trucking Co.	\$26.44 LOW	\$27.22 LOW	\$25.79 LOW	\$26.57 LOW	\$25.79 LOW	\$26.57 LOW
The Arms Trucking Co.	\$26.85 ALTERNATE	\$27.35 ALTERNATE	\$26.85 ALTERNATE	\$27.35 ALTERNATE	\$27.95 ALTERNATE	\$28.45 ALTERNATE

	4,000 Tons, More or Less, #304 PRICE PER TON		2,000 Tons, More or Less, #617 PRICE PER TON	
	Delivered to 5000 Newton Falls Road Ravenna, OH	Delivered to Various Sites in the County	Delivered to 5000 Newton Falls Road Ravenna, OH	Delivered to Various Sites in the County
Ray Bertolini Trucking Co.	\$21.69 LOW	\$22.37 LOW	NO BID	NO BID
The Arms Trucking Co.	\$21.85 ALTERNATE	\$22.35 ALTERNATE	\$24.10 LOW	\$25.60 LOW

; 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 as follows:

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

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RESOLUTION NO. 22-0207

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RE: ACCEPT THE BID OF OZARK MATERIALS, LLC FOR FURNISHING ACRYLIC WATER BASE TRAFFIC SAFETY PAINT FOR USE BY THE PORTAGE COUNTY ENGINEER.

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

WHEREAS,

Resolution 22-0138 approved specifications and set date and time for receiving bids for **Acrylic Water Base Traffic Safety Paint** for use by the Portage County Engineer, and

WHEREAS, notice of receiving bids for furnishing said paint was published in the Record Courier on **February 25, 2022** and **March 4, 2022**, and

WHEREAS, one (1) sealed bid was received, tabulated and recorded on March 16, 2022, and

WHEREAS, after reviewing said bids, the Portage County Engineer recommended the bid of **Ozark Materials, LLC** be accepted as the lowest and best bid received

; now therefore be it

RESOLVED, that the bid of **Ozark Materials, LLC**, 591 Glendale Avenue, Greenville, Alabama 36037, be and hereby is accepted, as follows, per bid specifications:

3,300 Gallons - Yellow Paint @ \$10.89/Gallon
1,925 Gallons - White Paint @ \$10.69/Gallon

; and be it further

RESOLVED, that the Portage County Engineer will generate a purchase order for **Ozark Materials, LLC** for the purchase of said materials; 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 as follows:

Vicki A. Kline, Yea;	Sabrina Christian-Bennett, Absent;	Anthony J. Badalamenti, Yea;
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RESOLUTION NO. 22-0208 - RE: DECLARE THE MANNIK & SMITH GROUP, INC. MOST QUALIFIED FIRM AS A RESULT OF REVIEW AND ANALYSIS OF QUALIFICATIONS AND ENTER INTO NEGOTIATIONS FOR PROVIDING PROFESSIONAL SERVICES FOR CONSTRUCTION ADMINISTRATION FOR THE PROJECT KNOWN AS 2022 441 RESURFACING IMPROVEMENTS IN PORTAGE COUNTY

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

- WHEREAS,** Resolution 22-0093 authorized the announcement of the request for proposals for professional services for construction administration for the project known as 2022 441 Resurfacing Improvements in Portage County, and
- WHEREAS,** the announcement requesting proposals for said project was published in the Record Courier on February 14, 2022 and was also published on the Ohio Department of Transportation's (ODOT) website, and
- WHEREAS,** proposals were received from seven (7) engineering firms for providing professional services for construction administration for the project known as 2022 441 Resurfacing Improvements, 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 firm of **The Mannik & Smith Group, Inc.** was rated highest; now therefore be it
- RESOLVED,** that the Portage County Engineer recommends that the qualifications of **The Mannik & Smith Group, Inc.**, 20600 Chagrin Boulevard, Suite 500, Shaker Heights, Ohio 44122 be accepted, and be it further
- RESOLVED,** that the Portage County Commissioners authorize the Portage County Engineer to enter into contract negotiations with **The Mannik & Smith Group, Inc.** for providing professional services for construction administration for the project known as 2022 441 Resurfacing Improvements in accordance with ORC 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 as follows:

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

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RESOLUTION NO. 22-0209

RE: **ACCEPT AND AWARD THE BID OF KARVO COMPANIES, INC. FOR THE 2022- 441 RESURFACING IMPROVEMENTS PROJECT, IN VARIOUS TOWNSHIPS IN PORTAGE COUNTY.**

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

- WHEREAS,** notice of Receiving Bids for the **2022- 441 Resurfacing Improvements Project** was published in the Record Courier on February 11, 18 and 25, 2022; and
- WHEREAS,** seven (7) sealed bids were received, tabulated and recorded on March 9, 2022 for furnishing all labor, materials and equipment necessary to complete the project known as **441 Resurfacing Improvements**; and
- 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
- ; and
- WHEREAS,** after reviewing said bids, it was the recommendation of the Portage County Engineer that the bid of **Karvo Companies, Inc.** be accepted as the lowest and best bid received; now therefore be it
- RESOLVED,** that the bid of **Karvo Companies, Inc., 4524 Hudson Drive, Stow, Ohio 44224**, be accepted and awarded as the lowest and best bid received in accordance with specifications and plans prepared for the **441 Resurfacing Improvements Project** for the resurfacing of various Portage County roads, and be it further
- RESOLVED,** that a contract be entered into with **Karvo Companies, Inc.** in the total amount of **\$2,428,175.24**, 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 as follows:

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

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**RESOLUTION NO. 22-0210 - RE: ENTER INTO REAL ESTATE LEASE
AGREEMENT FOR THE PROPERTY
LOCATED AT 100 EAST MAIN STREET
(SUITE A), RAVENNA, OHIO.**

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

WHEREAS, the Board of Commissioners wishes to lease real estate property situated in the County of Portage, known for street numbering purposes as 100 E. Main Street (Suite A), Ravenna, Ohio; and

WHEREAS, Benjamin Levenger dba DRI-RR, INC has an interest in leasing said property; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into a Lease Agreement for the property listed above with Benjamin Levenger for a term of one (1) year, beginning April 1, 2022 and ending March 31, 2023; and be it further

RESOLVED, that the amount of rent shall be one hundred fifty dollars (\$150.00) per month; and be it further

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

Roll call as follows:

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

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**RESOLUTION NO. 22-0211 - RE: AUTHORIZE EXECUTION OF AN
AGREEMENT BETWEEN THE PORTAGE
COUNTY BOARD OF COMMISSIONERS
FOR THE PORTAGE COUNTY WATER**

**RESOURCES DEPARTMENT AND THE
PORTAGE COUNTY REGIONAL PLANNING
COMMISSION FOR THE PURPOSE OF
GEOGRAPHIC INFORMATION SYSTEMS
SERVICES.**

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

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

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

WHEREAS, cost for the Portage County Regional Planning Commission to perform said GIS services shall not exceed \$35,000.00 for the period of January 1, 2022 through December 31, 2022; and

RESOLVED, the Portage County Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in 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, Absent; Anthony J. Badalamenti, Yea;

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[illegible]

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

WHEREAS, the Portage County Board of Commissioners is a Local Government that has adopted and approved the OneOhio Memorandum of Understanding (“The Memorandum”), which establishes a mechanism to disburse settlement proceeds from opioid litigation into Ohio’s communities to help abate the opioid crisis, including allocations to Local Governments and

Regions through a statewide Foundation; and

WHEREAS,

the jurisdictions of Ashtabula, Geauga, Lake and Portage counties are participants in Region 13 as established by The Memorandum; and

WHEREAS,

on February 10, 2022, Region 13 participants agreed to the following governance structure: the board will consist of 12 members, 3 appointments from each Region 13 county, which will form the Region 13 OneOhio Governance Board, to include: 4 County Commissioners; 4 members representing the incorporated areas as nominated by their respective organizations/members; 4 members representing the unincorporated areas as nominated by their respective organizations/members, which allows input and equitable representation regarding regional decisions under The Memorandum; and

WHEREAS,

that the Portage County Board of Commissioners appointed Commissioner Sabrina Christian Bennett to the Region 13 OneOhio Governance Board representing the Portage County Board of Commissioners on February 24, 2022 (Resolution No. 22-0147); now therefore be it

RESOLVED,

that the Portage County Board of Commissioners hereby recognizes the appointment of **Ted St John** to the Region 13 OneOhio Governance Board to represent the unincorporated areas located within Portage County as nominated by the Portage County Township Association; and be it further

RESOLVED,

that the Portage County Board of Commissioners hereby recognizes the appointment of **Chief Brian Byard** to the Region 13 OneOhio Governance Board to represent the incorporated areas of Portage County as nominated by members of the incorporated areas located within Portage County; and be it further

RESOLVED,

that the terms of the members will be determined by the Region 13 OneOhio Governance Board; 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 as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Absent;

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. Authorize the hire of Lennon Clemens, as a Social Service Worker III in Portage County Department of Job & Family Services, replacing Alexandra Bevere. Tentative start date is April 4, 2022. The Board of Commissioners agree that this hire is contingent upon the applicants passing the required pre-employment testing.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
Commissioner Christian-Bennett, Absent;
Motion Carries
2. Accept the resignation of Amanda Snider, Social Service Worker III, for Portage County Job & Family Services effective April 1, 2022.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
Commissioner Christian-Bennett, Absent;
Motion Carries
3. Authorize the three-day internal posting of a bargaining position, Social Service Worker III, vacated by Amanda Snider, 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, Absent;
Motion Carries
4. Accept the resignation of Louise Feciuch, JFS Supervisor, for Portage County Job & Family Services effective April 8, 2022.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
Commissioner Christian-Bennett, Absent;
Motion Carries
5. Authorize the posting of a non-bargaining position, JFS Supervisor, replacing Louise Feciuch, for Portage County Department of Job & Family Services. The non-bargaining position will be posted as open until filled, internally and externally concurrently.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline

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

Motion Carries

6. Authorize the promotion of Jennifer Holt, Custodial Worker, to Clerical Specialist 3, replacing Michelle Witner, in Portage County Job & Family Services, effective April 18, 2022. Since Ms. Holt is a current employee, pre-employment screenings are not required. Ms. Holt will serve a 270-day probationary period per the current CBA.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

7. Authorize the three-day internal posting of a bargaining position, Custodial Worker, vacated by Jennifer Holt, 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, Absent;

Motion Carries

8. Accept the resignation of Darlene Baad, PCSA Administrator, for Portage County Job & Family Services effective March 21, 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

9. Approve revisions to the job description for the JFS Division Administrator - Child and Adult Protective Services Division within Portage County Department of Job & Family Services. There is no change to the pay grade.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

10. Authorize the posting of a non-bargaining position, PCSA Administrator, replacing Darlene Baad, for Portage County Department of Job & Family Services. The non-bargaining position will be posted as open until filled, internally and externally concurrently.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

11. Authorize the hire of Craig Theiss as a Collection System Laborer, replacing Frank Pavlic, Portage County Water Resources. Tentative start date is March 28, 2022. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment testing.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

12. Authorize the hire of Ian Oros as an Engineer Technician I, replacing John Wood, Portage County Water Resources. Tentative start date is April 4, 2022. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment testing.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

13. Authorize the dismissal of a Portage County Water Resources employee effective March 17, 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

14. Authorize the hire of Joseph Patituce as an Apiary Inspector, replacing Nicholas Lindsay, for the Portage County Board of Commissioners. Tentative start date is March 28, 2022. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment testing.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

15. Authorize the posting of three seasonal Canvassers positions for the Portage County Dog Warden. The non-bargaining positions will be posted as open until filled, internally and externally concurrently.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

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

- a. Kaylyn Kane – JFS Supervisor – Effective 3/8/22
- b. Sharon Spence – JFS Supervisor – Effective 3/17/22
- c. Nick Gribble – JFS Supervisor – Effective 3/19/22

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

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

17. Direct the Auditor's Office to pay/process the March 17, 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, Absent;
Motion Carries

Expenditure Review		
County Funds: (0001 – 8399)		
Bill Payment and ACH list totaling:		
Bill Payment list	\$831,017.49	(Includes late fees of: \$20.00)
ACH/Neil Group of	\$0	
ACH Payment list totaling (OPERS):	\$1,047,681.19	
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:	\$7,456.47	
Then and Now list totaling:	\$315,107.32	
Debt Service wire list:	\$0	

18. Process the March 17, 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, Absent;

Motion Carries

19. The Board of Commissioners acknowledged the receipt of the March 17, 2022 notice from Faith Lyon and Theresa Nielsen, Portage County Board of Elections, indicating that the Board of Elections will be open to the public in preparation for the May 3, 2022

Primary Election as follows:

Saturday, March 26:	9:00 a.m. – 4:00 p.m.
Monday, April 4:	4:30 p.m. – 9:00 p.m.
Tuesday, April 5 – Friday, April 8:	4:30 p.m. – 5:00 p.m.
Monday, April 11 – Friday, April 15:	4:30 p.m. – 5:00 p.m.
Monday, April 18 – Friday, April 22:	4:30 p.m. – 5:00 p.m.
Monday, April 25 – Friday, April 29:	4:30 p.m. – 7:00 p.m.
Saturday, April 30:	8:00 a.m. – 4:00 p.m.
Sunday, May 1:	1:00 p.m. – 5:00 p.m.
Tuesday, May 3:	6:30 a.m. – 8:00 a.m.; and 4:30 p.m. – Until election complete

In addition to the hours listed above we will be open beyond regular business hours to conduct Election Official Training on the following dates and times:

Thursday, March 24:	5:00 p.m. – training is complete (8:30 p.m.)
Tuesday, March 29:	5:00 p.m. – training is complete (8:30 p.m.)
Saturday, April 2:	8:30 a.m. – training is complete (12:30 p.m.)
Tuesday, April 5:	5:00 p.m. – training is complete (8:30 p.m.)
Thursday, April 7:	5:00 p.m. – training is complete (8:30 p.m.)
Saturday, April 9:	8:30 a.m. – training is complete (12:30 p.m.)
Tuesday, April 11:	5:00 p.m. – training is complete (8:30 p.m.)
Thursday, April 14:	5:00 p.m. – training is complete (8:30 p.m.)

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

20. The Board of Commissioners acknowledged receipt of the Portage County RLF Balance Sheet for February 2022, as presented by Neighborhood Development Services.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

21. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for March 7, 2022 through March 13, 2022 as presented by Chief Dog Warden Dave McIntyre.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

22. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for March 14, 2022 through March 20, 2022 as presented by Chief Dog Warden Dave McIntyre.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

23. The Board of Commissioners acknowledged receipt of the March 21, 2022 Certificate of the County Auditor that the Total Annual Appropriations from each fund do not exceed the Official Estimate 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, Absent;

Motion Carries

24. The Board of Commissioners has authorized a one-time stipend uniform allowance for newly hired part-time Deputies and part-time Corrections Officers, via Purchase Order, in the amount of \$500.00 for Correction Officers and \$600.00 for Deputies. As agreed, to by an authorization and voluntary consent form signed by the subject employees, if a newly hired part-time employee in the Sheriff's office were to leave such employment prior to the completion of one year's service with the Sheriff's Office, the allowance will be deducted from the employee's last paycheck at a prorated amount.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

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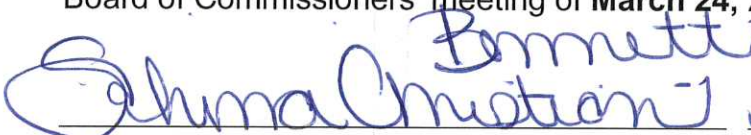
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Motion: by Commissioner Badalamenti, seconded by Commissioner Kline that the Board adjourns the Meeting of **March 24, 2022, at 11:00 AM.**


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

Motion Carries

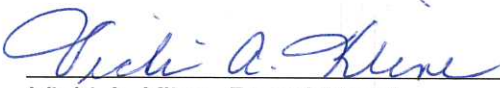
We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of **March 24, 2022.**

Bennett
Christian-Bennett


Sabrina Christian-Bennett, President

Badalamenti

Anthony J. Badalamenti, Vice President

Kline

Vicki A. Kline, Board Member

Hoag

Sara Hoag, Acting Clerk