



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, July 21, 2022

8:58 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	Absent
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, Diane Smith, Barb Tittle, Frank Voss, and Mike Tinlin

1. The Board of Commissioners approves the July 14th regular meeting minutes.

**Motion:** Commissioner Badalamenti

**Seconded:** Commissioner Kline

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

**Motion Carries**

#### RAVENNA COMMON PLEAS COURT

Present: Judge Becky Doherty

#### Discussion:

1. Staffing and Salaries

Judge Doherty explained I am aware that Judge Pittman came to see you, but I was not privy to a lot of the information because I was dealing with a personal matter outside of the office. I am here today to make sure that you know where I stand in terms of employees. There are shared employees between Judge Pittman and me and we also have our own employees.

After coming to the Board, Judge Pittman hired 2 Journal Clerks with the intention of providing an additional employee for each of us, but I really didn't feel I needed an entire person just to do my Journal Entries, even though Darlene was retiring, be that as it may, she hired two people. It seems to be working out, but I still have one of the Court Reporters handling my Journal Entries.

I believe in the near future; we need to seriously consider raises for our Common Pleas staff. During COVID, we never shut down and our docket is insane, there's not even an appropriate word to use for the number of cases that Judge Pittman and I have, compared to every other Judge in the state. I know there's been discussion about the wage study, but quite frankly other Counties are not set up like our system, so it's very hard to say that a wage study would reflect what our employees do versus other Common Pleas Courts.

I know our job descriptions have not been updated in years, probably since 2000, and I have been compiling information and it will be helpful when it comes time to determine what increases should be put into place. All employees are cross-trained and have different functions and additional functions than similarly situated employees in other counties. That's pretty much my purpose in meeting with you today, to let you know that I am compiling the information.

Commissioner Badalamenti asked how many employees you share and how many are separate? Judge Doherty responded on my own, I have an Assignment Commissioner, Court Reporter, and Bailiff and they are my direct employees who are in my office. The positions I share with Judge Pittman (she also has an Assignment Commissioner, Bailiff and Court Reporter) include an IT Director, Mediator, the Secretary for that Mediator, and we share the Jury Commissioner, Tammy Kaiser, who now has absorbed all of the responsibilities that Darlene Pepper had. Darlene was our Joint Judicial Assistant for years and years and years. She not only handled all of our Journal Entries, but she also handled all budgeting, purchasing, and human resources. We also share Toni DiNardo, who is our Court Reporter and she generally handles court reporting for the Magistrates.

Commissioner Badalamenti stated you've worked in at least 2 other counties and you stated everything that we do is very, very different than the way they do it, so do other counties have job descriptions for those people because everybody's supposed to be cross-trained, but it sounds like they bounce back and forth a tad bit more than ours do on a regular basis.

Administrator Crombie explained there's a wage study and then there's job factoring and they can be done separately or we can combine them, so we do need updated job descriptions.

Commissioner Badalamenti noted I had this discussion with Judge Pittman, as well, and you've got to give us something to work on because we've been trying to fix some items that have been improper in the wage study. The last part of it is, the difference in how large the docket is, I think it's like 750 or something, and Judge Doherty replied it's over 900 per Judge and typically most judges have 300 to 400 each maximum.

Commissioner Badalamenti asked if we need to get another judge, should each Judge have 4 people plus the shared people, what's the solution? Judge Doherty explained one of the barriers to adding additional people is space, where are we going to put those people? My office area and Judge Pitman's office area are very similar in terms of space. We are probably going to have to have Jim Walsh, our IT guy, take an office at Adult Probation because Judge Smith needs the space in Probate Court that he's utilizing. As far as the number of cases that

we have, I personally can manage it, but it is overwhelming to have that many cases influx every year. I do think we may need a third Judge, but it comes back to having the space. The real question is should we be having that many cases? If there were some better weeding out of the felony cases on the Prosecutor's end, maybe we wouldn't be so overwhelmed with cases, but that's not my function, that is the Prosecutor's function. I don't think that we need more employees, my staff is so well tuned in terms of handling the volume that we have, I don't physically know where I could put someone but I also don't know that they necessarily need another person, they work so well together and the combined staff works well together, but their responsibilities increase with the influx of cases. We have staff that is stretched to the limits, but they handle it well and should be compensated for the amount of work they do.

Judge Doherty noted it's a hard process to get another Judge, it can be done, absolutely, but you have to have the other answers down the road as to where you're going to put them.

Commissioner Kline asked if Judge Doherty and Judge Pittman have met with the Prosecutor to discuss the issue and Judge Doherty replied yes, but not together, we have talked about it independently. I know I've talked to my Prosecutors in my courtroom every day.

Commissioner Badalamenti asked if there's something the Board can do for the Judges and Judge Doherty replied having updated job descriptions will provide a better perspective on what our folks do as it's not just the cross-training issues that they deal with, and it's the same with the Municipal Judges who have such a high volume of cases, as well, but they are different as they are short term misdemeanors. If the Board could magically build us a few extra rooms onto the courthouse, that would be appreciated.

## **HUMAN RESOURCES**

Present: Heather Echelberry, HR Generalist

### **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 the revisions to the Operations Manager job description for Portage County Water Resources. 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**

2. Accept resignation from John Kennedy, Treatment Plant Operator III (Water), for Portage County Water Resources, effective July 14, 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 seven-day internal posting of a bargaining position, Water Treatment Plant Operator, replacing John Kennedy, for Portage County Water Resources, 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 resignation from Kristin Hopper, HR Generalist/Payroll Specialist, for Portage County Department of Job & Family Services, effective July 29, 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 internal/external posting of the non-bargaining position, HR Generalist/Payroll Specialist, vacated by Kristin Hopper, for the Portage County Job & Family Services.

**Motion: Commissioner Badalamenti**

**Seconded: Commissioner Kline**

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

**Motion Carries**

6. Accept resignation from Danielle McGarvey, Social Services Worker 3, for Portage County Department of Job & Family Services, effective July 22, 2022.

**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, Social Services Worker 3, replacing Danielle McGarvey, 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 resignation from Christina Smith, Social Services Worker 3, for Portage County Department of Job & Family Services, effective July 14, 2022.

**Motion: Commissioner Badalamenti**

**Seconded: Commissioner Kline**

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

**Motion Carries**

9. Authorize the three-day internal posting of a bargaining position, Social Services Worker 3, replacing Christina Smith, 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**

10. Authorize the hire of Brandy Day, Part Time Vehicle Operator, a new position, in Portage County Department of Job & Family Services. Tentative start date is 7/25/2022. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment screenings.

**Motion: Commissioner Badalamenti**

**Seconded: Commissioner Kline**

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

**Motion Carries**

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

a. Sara Hoag – BOC Administrative Assistant – effective 7/25/2022.

b. Lisa Harris – JFS PCSA Paralegal – effective 7/25/2022

c. Eric Agyare – JFS MIS Coordinator – effective 7/11/2022

d. Shannon Kautzman – IS Deputy Director – effective 7/28/2022

**Motion: Commissioner Badalamenti**

**Seconded: Commissioner Kline**

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

**Motion Carries**

**JOB AND FAMILY SERVICES**

Present: Sue Brannon, Budget & Finance Administrator

**Resolutions:**

1. Transfer from Fund 1414, Child Support Administration, to 1410 Public Assistance Fund./Resolution No. 22-0455

- This resolution is the regularly shared cost transfer from Child Support to Public Assistance.

**GRANT ADMINISTRATOR**

Present: Allison Diehl

**Resolutions:**

1. Directing a portion of the County's Coronavirus Local Fiscal Recovery Fund payment to the County's COVID-19 response, authorizing American Rescue Plan Act fund expenditures for EMA02./Resolution No. 22-0456

- This resolution will formally allocate the money for the Emergency Operations Center.

**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 July 14, 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	\$701,265.28	(Includes late fees of: \$121.99)
ACH/Neil Group of	\$114.94	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$76,373.82	
Medical Mutual Claims of	\$292,488.87	
Medical Mutual Flex Admin of	\$937.95	
Medical Mutual Flex Claims of	\$3,996.22	
Journal Vouchers totaling:	\$112,734.25	
Then and Now list totaling:	\$60,491.11	
Debt Service wire list:	\$0	
BWC Wires:	\$601.00	

2. Process the July 14, 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**

#### Resolutions:

1. Transfer From Fund 0001, General Fund To Fund 4002, Multipurpose CBU ACQ & Rehab/Resolution No. 22-0457
2. Transfer From Fund 0001, General Fund To Fund 4018, PC Airport/Resolution No. 22-0458
3. Transfer From Fund 0001, General Fund To Fund 4019, Hills Pond Dam/Resolution No. 22-0459

9:28 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: County Administrator Michelle Crombie and Department of Budget and Financial Management Director Joe Harris. Roll call vote: Anthony J. Badalamenti, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Absent;

9:48 AM Upon conclusion of the above-referenced discussion, it was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the Board of Commissioners moves out of

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

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

## **INTERNAL SERVICES**

Present: Director JoAnn Townend and Shannon Kautzman

### **Discussion:**

1. Clarification as to if union contract resolutions should go thru Internal Services or Human Resources

Several weeks ago, Director Townend brought a contract flowchart to the Board and at that time, bargaining unit agreements were discussed, but no decision was made as to whether Human Resources should continue to bring them forward or Internal Services. Today, the Board agreed bargaining agreements should be processed through Internal Services.

2. Updates

**Ravenna Courthouse Parking Lot:** The plans were submitted on June 5<sup>th</sup> to the City of Ravenna and Mr. Finney indicated it wouldn't need to go before the Planning Commission for review. Since that time, layout concerns have surfaced, so the Mayor has requested a review by the Planning Commission. The next Planning Commission meeting will be held on August 30<sup>th</sup> and Commissioner Badalamenti and Administrator Crombie would like to attend. Director Townend will provide the exact time and location for the meeting.

**Common Pleas Courtroom Chair Replacements:** The total cost of the chair replacements is \$26,401.90 for Judge Pittman's court and that cost includes the replacement of all Jury chairs, attorney chairs, and the chairs located behind the attorney area. Director Townend noted the area needs to be measured for carpet, but they are very limited as to when they can gain access to the Courtroom.

**Probate Court:** A request was made to move the Probate Clerks during renovation into the Riddle Block for 2 months, but if they are not relocated, it will take 5 months for the construction to be completed. The County's Maintenance Department will move them; however, IT will need to investigate whether there is enough wiring connections for the department to operate. Additionally, it's unclear how they will be able to interact with the public as the area is one large room. Director Townend will do some further investigation and report back to the Board.

Administrator Crombie pointed out that because the area is located on the 4<sup>th</sup> floor, the elevator capacity and furniture dimensions should be investigated to ensure that the elevators can be utilized. Administrator Crombie also suggests utilizing a moving company to protect the County against any worker's compensation claims



Director Townend will reach out to Judge Smith and report back.

**Judge Smith's Request to Relocate Jim Walsh:** A good size suite previously rented by Mark Heisa is now available at Riddle Block and could be an appropriate spot for Mr. Walsh, but Judge Smith mentioned the mediation areas at the Courthouse might work, as well. Director Townend will work with Judge Smith to try to keep Mr. Walsh in the Courthouse.

**Riddle Block:** The Historical Review Committee approved both the HVAC and the roof replacement for the Riddle Block, so bids will be sent out during the first week of August.

**Prosecutor's Windows:** The construction estimate came back at \$300,000 and Director Townend is still waiting for the documents before it can go out to bid.

**Prosecutor's Telephones:** The Prosecutor's Office sent a July 5, 2022 correspondence to the Board, requesting the replacement of his telephone system. The cost to stay with Cisco is \$872.69 per month for 36 months. Director Townend reached out about the Prosecutor's funding source and Prosecutor Vigluicci would like the Board to fund the project.

The Commissioners discussed a county-wide system and 2 companies provided qualification statements to do the work, but Prosecutor Vigluicci would like to get his request moving because it's possible the equipment could fail at any time.

Cisco telephones are premier, but that doesn't mean they will be the recommendation of the consultant.

The Board agreed the Prosecutor's office telephone system should wait until the phone system is replaced county-wide so everyone is on the same system. Director Townend will be in touch with the IT Department to interview both phone companies and she will also review the state contract to see whether Cisco is on the bidder's list. Implementation will take longer as it will need to be done in stages, but it also depends on the vendor.

Administrator Crombie noted Cisco is a much better system and Prosecutor Vigluicci tried to participate several years back, but Cisco is superior to the current system we have.

Director Townend will check to see if Cisco is on the state bidder's list and will report back to the Board.

**Emergency Operations Center (EOC):** Last week, a question was brought forward about whether the new EOC could still operate while under fire and Director Townend contacted the architects and there's a two-hour fire resistance between the old and the new areas. If the Board wants to replace the old roof with metal, that would help, but it's

unclear how much longer once it catches fire.

**Justice Center and Records Center Roof:** Both projects are set to have the bid specs ready the first week of August for the replacement.

**Juvenile Court:** Part of the project may be able to be paid with ARPA funding and Director Townend is waiting on a number. We're ready to move forward with the bidding process, regardless of whether ARPA funding can be utilized as money has been moved to the General Fund.

**Regional Airport:** The consultant's fee came in at \$116,500. The agreement has been sent to the Auditor's Office to be signed and they would like to have the entire \$2,000,000 amount encumbered all at once, not just what can be done for this year. The Auditor's Office is also questioning why the funding is coming from the General Fund Airport rather than the new fund that was created for this purpose. The reason it's coming from General Fund Airport fund is the fact that it needs to move forward as soon as it can. Director Townend asked the Board to stop down to sign the agreement with the consultant so she can forward it to the architects to start the process.

7/21/22

**July 21, 2022 (Updates in RED)**

**RAVENNA COURTHOUSE:**

1. Lula elevator – Elevator itself new ship date is July 22, 2022.
2. Parking – Approved, architect working on bid specs. Construction cost estimate \$688,632.00. Documents submitted to the city planning commission for approval on June 5<sup>th</sup> – they told the architect at that time it didn't need Ravenna Planning Commission approval. Now, City wants this proposal to be heard by the Ravenna Planning Commission on August 30<sup>th</sup>.
3. Main & jail elevators – Elevators now need to be evaluated by the State Inspectors – he is scheduled for July.
4. Common Pleas Courtroom & Jury chair replacements. – Finalizing quantities & quotes waiting for response from Court. Total cost \$26,401.90. On hold for BOC approval and funding.
5. Common Pleas Court carpet replacement – Scheduling a meeting with contractor for measuring and quote when convenient with court. Court reply that most afternoons are free to measure & must be installed on weekend(s).
6. Probate Court renovation. Request to move the clerks to Riddle Block Building. Contractor stated if they relocate it would take 2 months for renovation if not it would take 5 months.
7. Judge Smith's request for Jim Walsh relocation. Look at area's open in Riddle and she also communicated that she was going to look at the mediation areas in the courthouse to see if there is available space there.

**RIDDLE BLOCK BUILDING:**

1. Window replacement – estimated construction cost \$875,000.00, arch. fee \$84,200.00. On hold.
2. Masonry restoration – estimated construction cost \$850,000.00 arch. fee \$83,600.00. On hold.
3. HVAC replacement – estimated cost \$180,000.00 arch fee \$45,000.00. Approved by Ravenna Historical Review Committee 7/14/22.
4. Roof replacement – estimated construction cost \$800,000.00, arch. fee \$82,050.00. Approved by Ravenna Historical Review Committee 7/14/22.

**ANNEX BUILDING:**

1. Annex building proposed recommendations by architect:
  - a. Install new perimeter footer drains and area wells. – Architect working on bid specs.
  - b. Remove & replace existing front steps with ADA compliant ramp with steps. Architect preparing cost estimate.
  - c. Remove & replace the existing exterior elevator with a new interior three-stop LULA elevator. Architect preparing cost estimate.
  - d. Remove & replace the existing pad-mounted HVAC unit with three furnaces with exterior condensers. Architect preparing cost estimate.

**ADMINISTRATION BUILDING:**

1. PCAB elevator replacement. Architect is preparing cost estimate to replace all three.
2. Auditor request for painting of floor \$28,475.00; request for carpeting \$40,279.67; and new upgrade/renovation to all restroom's (public & employee) and kitchen \$36,418.00. On hold for BOC approval and funding. Total \$105,172.67.
3. Board of Elections request for paint & carpeting. On hold for BOC approval and funding. Painting quote \$3,665.00.

**PROSECUTOR'S WINDOWS:**

1. Architect's fee \$39,300.00. Construction cost estimate \$300,000.00.
2. Prosecutor's telephone system replacement \$872.69 per month for 36 months. Letter to BOC 7/5/22 requesting BOC approval.

**EMERGENCY OPERATIONS CENTER:**

Architectural fee \$12,800.00. BOC approved project to move forward. Construction cost estimate \$4,583,721.75. The 12-inch-thick masonry walls provide a 2-hour fire resistance. New doors between the 'old' and 'new' would be similarly rated. The roofing shingles on the original building are considered flammable and to correct that could be re-roofed in metal. There is a possibility a fire could 'jump' from the upper old roof to the lower new roof, depending on wind direction, since the old roof structure is still flammable. Interior sprinkler systems provide a significant protection from interior fire moving from the old building to the new and would be considered as well. In short, there are code requirements that we have (and will have to) consider to address and we'll communicate with the local building official to make sure we are on the same page during final design.

**JUSTICE CENTER:**

1. Roof replacement – Architectural fee \$24,750.00. Core samples taken 5/26/22. Bid specs to be ready the first week of August.

**RECORD CENTER:**

1. Roof replacement – Architectural fee \$24,750.00. Core samples taken 5/26/22. Bid specs to be ready the first week of August.

**JUVENILE COURT:**

1. Renovations and Modernization – Architect fee \$24,500.00. Construction cost estimate \$809,451.00. Part of the project may be paid with ARPA funds.

**OLD ENGINEER'S SITE:**

1. BUSTR approved the Tier 1 for the site and the next step toward closure is to complete a Tier 2. – Environmental group's working on closure report.

**HILLS POND DAM:**

1. Meeting with Engineer and Prosecutor was held. Title company working to confirm access rights by the landowners.

**PORTAGE COUNTY AIRPORT:**

1. Consultant's fee \$116,500.00. Fund number established June 23, 2022. Resolution in for July 21, 2022 transferring \$2,000,000.00 from general fund to new fund.

**WIC COLUMBIANA COUNTY:**

1. Health Commissioner discussing lease/purchase with his Board.

**Resolutions:**

1. The Board of Commissioners authorizes the Portage County Engineer to execute Local Public Agency (LPA) agreement No. 37923 (PID No. 117491) with the Director of the Ohio Department of Transportation for the project known as the Replacement of Stanley Rd (CR 235) Structure Over Mahoning Creek in Windham Township, Portage County, Ohio./Resolution No. 22-0460
2. The Board of Commissioners accepts the proposal of Engineering Associates, Inc. and enter into agreement for providing professional services for the project known as the Jones Road Bridge Replacement./Resolution No. 22-0461
3. The Board of Commissioners agrees to enter into an agreement for Child and Adult Emergency Reporting Services (CARES) with Job & Family Services and Coleman Professional Services, Inc./Resolution No. 22-0462
4. The Board of Commissioners agrees to enter into an agreement for parenting and domestic violence services through the Reach Program (Recovery Empowerment, and Action Creating Hope – Reach) with the Job & Family Services and Family & Community Services, Inc./Resolution No. 22-0463
5. The Board of Commissioners accepts bids and award contract for Project No. N-1 (22-020), Western Reserve WWTP Sludge Tank, in the Portage County Regional Sewer District, Portage County, Ohio./Resolution No. 22-0464
6. The Board of Commissioners declares obsolete and authorizes the sale of vehicles by public auction./Resolution No. 22-0465
7. The Board of Commissioners agrees to set the request for proposal date for the Comprehensive Case Management and Employment Program (CCMEP) for the Portage County Job & Family Services Department./Resolution No. 22-0466
8. The Board of Commissioners agrees to enter into an amendment no 3 with Jerimiah Greathouse Services./Resolution No. 22-0467

**SHERIFF'S OFFICE**

Present: Major Larry Limbert

**Discussion:**

1. Requesting 4 Vehicles for the Detective Bureau

Major Limbert requests Board authorization to transfer funding from the Sheriff's Office phone account to the vehicle accounts so the Office can purchase 4 unmarked vehicles. Two existing vehicles no longer run and two have high mileage. The total amount for radio equipment when the project was started back in October of last year was \$153,276.00 and now it's up to \$155,498.40 because vehicles just aren't available.

Commissioner Badalamenti asked how much of the funding is coming from the phone fund and Major Limbert explained the fund has a sufficient amount of funding to cover the costs.

The Board asked Director Townend to prepare a resolution for consideration later today.

## **MISCELLANEOUS**

### **Journal Entries:**

1. The Board of Commissioners acknowledged receipt of the July 15, 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, Absent;

**Motion Carries**

2. In accordance with Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Record of Proceedings and Transactions for June 2022, as presented by the Portage County Sheriff's Department.

**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 July 15, 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 after regular office hours for the post-election cure period for absentee and provisional ballots as follows:

Wednesday, August 3: 4:30 p.m. – 5:00 p.m.

Thursday, August 4: 4:30 p.m. – 5:00 p.m.

Friday, August 5: 4:30 p.m. – 5:00 p.m.

Saturday, August 6: 8:00 a.m. – 12:00 p.m.

Sunday, August 7: 1:00 p.m. – 5:00 p.m.

Monday, August 8: 4:30 p.m. – 5:00 p.m.

Tuesday, August 9: 4:30 p.m. – 5:00 p.m.

**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 Portage County Investment Portfolio Report for June 2022 as presented by the Portage County Treasurer.

**Motion:** Commissioner Badalamenti

**Seconded:** Commissioner Kline

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

**Motion Carries**

**Resolutions:**

1. To proceed with placing a renewal levy of four-tenths (0.4) of a Mill for the Benefit of Portage County Combined General Health District for the Necessary Expenses of the District./Resolution No. 22-0468

**PLEASE ADD TO YOUR AGENDA**

July 21, 2022

**Journal Entry:**

1. The Board of Commissioners acknowledged receipt of the June 27, 2022 correspondence (received July 18, 2022), which included the Streetsboro / Shalersville Township Joint Economic Development District (JEDD) Agreement and formal petition requesting Board action to approve said petition within thirty (30) days from June 27, 2022, as presented by Mayor Glenn Broska, City of Streetsboro and Chairman John Kline, Shalersville Township./Documents forwarded to the Prosecutor's Office for review.

**Motion:** Commissioner Badalamenti

**Seconded:** Commissioner Kline

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

**Motion Carries**

Recessed: 10:22 AM

Reconvened: 11:00 AM

**PLEASE ADD TO YOUR AGENDA**

July 21, 2022

1. Declare the necessity to purchase four (4) vehicles for use by the Portage County Sheriff./Resolution No. 22-0461

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**RESOLUTION NO. 22-0455**

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**RE: TRANSFER FROM FUND 1414, CHILD  
SUPPORT ADMINISTRATION, TO 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 Support Administration Fund owes the Public Assistance Fund for Shared 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 \$54,949.74 for June 2022 costs as reviewed and recommended by the Department of Job & Family Services:

**FROM:**

FUND 1414, CHILD SUPPORT ADMINISTRATION

ORGCODE - 14140519

Debit Expense Account

Object: 912000 – JFS - Shared

Project 5SHAR

\$54,949.74

**TO:**

FUND 1410, PUBLIC ASSISTANCE

ORGCODE - 14100512

Credit Revenue Account

Object: 282000 – JFS - Shared

Project 5SHAR

\$54,949.74

; and be it further

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

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Absent;

Anthony J. Badalamenti, Yea;

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RESOLUTION NO. 22-0456      -      RE:    DIRECTING A PORTION OF THE COUNTY'S  
CORONAVIRUS LOCAL FISCAL  
RECOVERY FUND PAYMENT TO THE  
COUNTY'S COVID-19 RESPONSE,  
AUTHORIZING AMERICAN RESCUE PLAN  
ACT FUND EXPENDITURES FOR EMA02.

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

- WHEREAS,** Title IX, Subtitle M, Section 9901 of the American Rescue Plan Act, Pub. L. 117-2 [H.R. 1319], signed into law March 11, 2021 ("**ARPA**"), appropriated Coronavirus Local Fiscal Recovery Fund (the "**Fund**") payments from the U.S. Treasury Secretary to metropolitan cities, nonentitlement units of local government, and counties; and
- WHEREAS,** pursuant to the ARPA's Fund methodology, Portage County was allocated approximately \$31,600,000 (the "**Fund Payment**") to "mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (COVID-19)"; and
- WHEREAS,** in response to this economic crisis, the Department of the Treasury ("**Treasury Department**") is providing such relief to state and local governments to enable them to continue to support the public health response and lay the foundation for a strong and equitable economic recovery; and
- WHEREAS,** the ARPA and its supporting U.S. Treasury guidance provide that the Fund Payment may only be used by the County to finance costs that (a) respond to the COVID-19 public health emergency or its negative economic impacts; (b) respond to workers performing essential work; (c) provide government services to extent of reduction in revenue; and (d) make necessary investments in water, sewer, or broadband infrastructure (collectively, the "**Criteria**"); and
- WHEREAS,** the Board of Commissioners of the County of Portage, State of Ohio (the "**Board**") has identified a project which consists of the following: Portage County Emergency Operations Center renovations (the "**Project**"); and
- WHEREAS,** in the judgment of the Board the Project seeks to respond to the COVID-19 public health emergency or its negative economic impacts under the Criteria, which all determinations as to the eligible use of funds hereunder are at the sole discretion of the Board, pursuant to certain advice it has received from its legal counsel, which is attached hereto as EXHIBIT A; and



- WHEREAS,** so long as the County duly directs its Fund Payment to finance the Project costs in compliance with the Criteria, the County may use the Fund Payment to offset the County's various fiscal effects from COVID-19 during the period beginning March 3, 2021, and ending December 31, 2024 (the "**Covered Period**"); and
- WHEREAS,** the County received some or all of the Fund Payment directly from the U.S. Treasury, for the receipt of which this Board's adopted Resolution 22-100 on February 8, 2022, suffices to affirm said Fund Payment is to cover only those expenditures consistent with ARPA, including the Criteria, and applicable regulations, and such Fund Payment has been or will be deposited into an appropriate special revenue fund created and maintained by the County; and
- WHEREAS,** the Treasury Department has published an Interim Final Rule and a Final Rule with an effective date of April 1, 2022 (collectively, 31 CFR 35.1 *et seq.*), its regularly updated Coronavirus State and Local Fiscal Recovery Funds' Frequently Asked Questions, and its Coronavirus State and Local Fiscal Recovery Funds: Overview of the Final Rule (collectively, "**Guidance**"), further explaining the Criteria and the proper use of the Fund Payment during the Covered Period; and
- WHEREAS,** the County intends to take action and use the Fund Payment as described herein in a manner consistent with the Final Rule released by the Treasury Department on January 6, 2022, as authorized under said Department's Statement Regarding Compliance with the Coronavirus State and Local Fiscal Recovery Funds Interim Final Rule and Final Rule; now therefore be it
- RESOLVED,** The Project is hereby authorized and shall be paid for from the ARPA Funds in the amount of/an amount not to exceed: \$4,583,721.75; and be it further
- RESOLVED,** That this Board hereby declares the County's COVID-19 Response expenditures described in this resolution were incurred during the Covered Period under the Criteria and the Guidance; to wit: beginning June 2, 2021 and ending December 31, 2024; and be it further
- RESOLVED,** As time is of the essence, the duly authorized representatives of the County are directed to take action under this Resolution as soon as possible; and be it further
- RESOLVED,** that a copy of this resolution be filed with the Department of Budget & 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; and be it further

Roll call vote as follows:

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

**Exhibit A**



Bricker & Eckler LLP  
100 South Third Street  
Columbus, OH 43215  
Office: 614.227.2300

Jeffrey D. Harris  
Direct Dial: 614.227.4860  
[jharris@bricker.com](mailto:jharris@bricker.com)

Art Schoulties  
Direct Dial: 937.535.3949  
[aschoulties@bricker.com](mailto:aschoulties@bricker.com)

**MEMORANDUM**

TO: Allison Diehl, Grant Administrator, Portage County

DATE: June 13, 2022

RE: ARPA Use of Funds – Emergency Operations Center, MARCS Towers, and Sheriff's Dispatch Center

**PROJECT DESCRIPTIONS:**

1. The County would like to renovate a building it owns to accommodate the County's new Office of Homeland Security and Emergency Management Agency's Emergency ("EMA") Operations Center, and purchase necessary emergency equipment to be installed in therein (the "EOC Construction Project").
2. The County would like to build three (3) new Multi-Agency Radio Communication System towers for the County's EMA. The County further intends to turn over these towers, upon completion of their installation (paid for with ARPA funds), to the State of Ohio for maintenance/upkeep (the "MARCS Project").
3. The County would like to expand its Sheriff's dispatch center and buy new radio equipment for the dispatchers to use. The current room has inadequate space to facilitate current operational and equipment needs.

**BRICKER RESPONSES:**

As to the EOC Construction Project, eligible under the 1<sup>st</sup> bucket of use (as a response to COVID-19) as construction of an emergency operations center and acquisition of emergency response equipment.

As to the MARCS Project, eligible under the 1<sup>st</sup> bucket of use (as a response to COVID-19) as an acquisition of emergency response equipment. But the federal Uniform Guidance must be followed as to any future hand-over (i.e., disposal) of the MARCS towers to the State of Ohio.

The County must proceed carefully as to the Dispatch Center Project, because the Treasury does not provide as much leeway in the use of ARPA funds – under the 1<sup>st</sup> bucket – to purely law enforcement end uses. If the County funds the Dispatch Center project under the 1<sup>st</sup> bucket of

use, eligible only to offset those costs directly attributable to (i) the proportion (rate) by which the dispatch center provides service directly as a public health response (e.g., the percentage of calls for Fire / EMS, and/or for purposes of COVID-19 prevention and treatment handled by the Sheriff's dispatch center); (ii) acquisition of emergency response equipment (i.e., new radio equipment); and (iii) those portions of the planned build-out that are expanded / enhanced / spec'd-out for COVID mitigation and prevention.

All three projects, if funded in whole or in part under the 1<sup>st</sup> bucket of use rationale (as a response to COVID-19), constitute capital expenditures under the Treasury's Final Rule, and therefore are subject to enhanced justification and reporting protocols.

Each of the EOC Construction, MARCS, and Dispatch Center Projects are wholly eligible under the 3<sup>rd</sup> bucket of use as a provision of government services, to the extent of the County's reduction in revenue.

#### **ANALYSIS:**

Under the Final Rule, ARPA allows four buckets of eligible use, the first and third of which are relevant here: "(A) **To respond to the public health emergency** or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality; (B) To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers; (C) **For the provision of government services to the extent of the reduction in revenue** due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and (D) To make necessary investments in water, sewer, or broadband infrastructure" [emphasis added] (see U.S. Treasury, Final Rule, Supplementary Information, at pages 4-5).

#### **1<sup>st</sup> Bucket of Use**

##### *Two-part framework for determining eligible uses in response to COVID-19*

Under the 1<sup>st</sup> bucket (in response to COVID), to determine whether any of the EOC Construction, MARCS, and Dispatch Center Projects are an eligible use of the County's ARPA funds, the County must satisfy the U.S. Treasury's two-part framework: (1) there must be a negative public health or economic impact resulting from or exacerbated by COVID; and (2) the County's response must be designed to address the identified health or economic impact, which such response must be "reasonably proportional" (i.e., the scale of the response as compared to the scale of the harm) (see 31 CFR 35.6(b)(1); see also U.S. Treasury, Final Rule, Supplementary Information, at pages 21 – 22, and at page 194).

Under this two-part framework to determine eligible responses under the 1<sup>st</sup> bucket of use, the U.S. Treasury requires a beneficiary or class of beneficiaries to have experienced an identified harm caused by or exacerbated by the pandemic. And therefore, the County must assess

whether the *beneficiaries* (i) belong to an impacted or disproportionately impacted household, population, or community and (ii) whether the use of funds address negative public health or economic impacts within those cohorts. (See 31 CFR 35.6(b)(1))

First, the Treasury states in the Final Rule that Portage County may presume the general public (i.e., all Portage County residents) experienced public health impacts from the pandemic for purposes of public health (see U.S. Treasury, Final Rule, Supplementary Information, at page 37).

Second, the County must show the EOC Construction, MARCS, and Dispatch Center Projects are reasonably proportional in response to COVID-19's health impact on the County.

The Treasury will view all three projects as constituting "capital expenditures" under the Final Rule (see 31 CFR 35.3: "capital expenditures has the same meaning given in 2 CFR 200.1", which in turn, defines them to include "additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations, or alterations to capital assets"). And the Treasury's general position holds that capital expenditures are not presumed to be reasonably proportional responses to an identified harm. (See U.S. Treasury, Final Rule, Supplementary Information, at page 57).

Interestingly – and helpful to this discussion – the Treasury, in its Final Rule, provides specific authorizations relative to emergency operations centers and emergency radio equipment under this analysis. Specifically, the Treasury lists certain capital expenditures as responsive to pandemic operational needs, including "improvements to or construction of emergency operations centers and acquisition of emergency response equipment" (see U.S. Treasury, Final Rule, Supplementary Information, at pages 61 – 62).

#### ***EOC Construction Project***

The entirety of the EOC Construction Project is an appropriate use of the County's Local Fiscal Recovery Funds under the 1<sup>st</sup> bucket as a response to COVID-19, so long as the project otherwise meets the Final Rule's requirements for capital expenditures (described below).

The EOC Construction Project comprises both *construction of an emergency operations center* and *acquisition of emergency response equipment* under the Final Rule. (See U.S. Treasury, Final Rule, Supplementary Information, at page 61)

#### ***MARCS Project***

The entirety of the MARCS Project is an appropriate use of the County's Local Fiscal Recovery Fund under the 1<sup>st</sup> bucket as a response to COVID-19 (i.e., supports first-responders and public safety providers with wireless digital communications, thereby saving lives and maximizing effectiveness in both normal operations and emergent situations). Again, the project must otherwise meet the Final Rule's requirements for capital expenditures (described below).

Specific authorization is provided by Treasury in funding the MARCS Project as an acquisition of emergency response equipment. (*Id.*)

As to plans by the County to hand-over the MARCS towers, once their purchase and installation is funded by the County's ARPA allocation, care must be taken in any disposition of those assets. Namely, the Treasury states in its Compliance and Reporting Guidance, updated as of June 10, 2022, that "[a]ny purchase of real or personal property with SLFRF funds must be consistent with the Uniform Guidance at 2 CFR Part 200, Subpart D, unless stated otherwise by Treasury" (at page 9). In turn, the relevant provisions of the cited federal guidance state:

(c) Disposition. When real property is no longer needed for the originally authorized purpose, the *non-Federal entity must obtain disposition instructions from the Federal awarding agency* or pass-through entity. The instructions must provide for one of the following alternatives:

(1) Retain title after compensating the Federal awarding agency. The amount paid to the Federal awarding agency will be computed by applying the Federal awarding agency's percentage of participation in the cost of the original purchase (and costs of any improvements) to the fair market value of the property. However, in those situations where the non-Federal entity is disposing of real property acquired or improved with a Federal award and acquiring replacement real property under the same Federal award, the net proceeds from the disposition may be used as an offset to the cost of the replacement property.

(2) Sell the property and compensate the Federal awarding agency. The amount due to the Federal awarding agency will be calculated by applying the Federal awarding agency's percentage of participation in the cost of the original purchase (and cost of any improvements) to the proceeds of the sale after deduction of any actual and reasonable selling and fixing-up expenses. If the Federal award has not been closed out, the net proceeds from sale may be offset against the original cost of the property. When the non-Federal entity is directed to sell property, sales procedures must be followed that provide for competition to the extent practicable and result in the highest possible return.

(3) Transfer title to the Federal awarding agency or to a third party designated/approved by the Federal awarding agency. The non-Federal entity is entitled to be paid an amount calculated by applying the non-Federal entity's percentage of participation in the purchase of the real property (and cost of any improvements) to the current fair market value of the property.

2 CFR 200.311

We urge caution here, as prior authorization from the U.S. Treasury is required in such circumstances. Further, we strongly recommend the County collaborate closely with the State

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of Ohio, Office of Budget and Management, the Auditor of State, as well as the state agency or department having been identified by the County to maintain the MARCS towers, to ensure compliance with property disposal requirements under the federal Uniform Guidance.

#### ***Dispatch Center Project***

Portions of the Dispatch Center Project are appropriate under the 1<sup>st</sup> bucket of use. To direct ARPA funds under the 1<sup>st</sup> bucket to cover the *entire* cost of the Dispatch Center's building expansion would not be appropriate. Rather, we advise the Commissioners to identify those portions of the planned build-out that are expanded / enhanced / spec'd-out for COVID mitigation and prevention. (See 31 CFR 35.6(b)(3)(i)(A))

We take this position because the Dispatch Center Project comprises a capital expenditure under the ARPA, and the Treasury takes the position that capital expenditures "are not presumed to be reasonably proportional responses" to harm caused by the pandemic, unless otherwise listed as appropriate (see U.S. Treasury, Final Rule, Supplementary Information, at page 57). And to that point, the Treasury lists equipment as a COVID-19 public health response that is *medical or emergency service-related* (*id.* at page 61).

Law enforcement uses are not given as much leeway by Treasury. Namely, local government recipients are limited in the use of their Fiscal Recovery Funds under the 1<sup>st</sup> bucket as a response to the rise in gun violence; we have advised clients against using ARPA funds to offset large construction projects (e.g., jails) or to purchase large equipment items (e.g., mobile command and SWAT vehicles) in service to law enforcement as such purchases do not "respond to an identified impact of the COVID-19 public health emergency in a reasonably proportional manner" (see 31 CFR 35.6(b)(3)(i)(D); and see U.S. Treasury, Final Rule, Supplementary Information, at pages 70 -- 72).

Rather, we advise the Commissioners to identify the rate (%) by which the Sheriff's dispatch center is expanded / enlarged beyond its current space *specifically to accommodate COVID-19-related concerns*, such as social distancing among staff and allow for enhanced efficiencies in the center's filing operations.

That rate, applied against the total cost incurred by the County to expand the space, would result in an attributable dollar amount that could be paid for with ARPA funds as part of the County's response to COVID-19. (See 31 CFR 35.6(b)(3)(i)(A): the County's response to the public health impacts of the pandemic may include "mitigation and prevention practices in congregate settings") This method of calculation would provide for a "reasonably proportional" response by the County to provide expanded and upgraded dispatcher work space and storage for its County operations.

The entirety of the newly purchased radio equipment would be an appropriate use of the County's Local Fiscal Recovery Fund under the 1<sup>st</sup> bucket of use analysis; new radio equipment

as an acquisition of emergency response equipment. (See U.S. Treasury, Final Rule, Supplementary Information, at page 61)

***Capital Expenditures under the 1<sup>st</sup> Bucket***

If the County so chooses to fund any of the EOC Construction, MARCS, and Dispatch Center Projects under the 1<sup>st</sup> bucket, they each constitute capital expenditures, and are therefore subject to the Final Rule's heightened justification and reporting protocols.

Namely, the County must take certain steps, depending on how much of its Local Fiscal Recovery Funds it intends to deploy to the project:

- If a given project has total capital expenditures (by the County) of \$1 million or less (i.e., Treasury's "safe harbor"): the County must write-up sufficient supporting information (i.e., answer the two-part framework) for its audit file as to how and why the project is reasonably proportional to the pandemic's health impact and its mitigation. (Use this memorandum as the audit file insert in such instances.)
- If a given project has total capital expenditures (by the County) equal to or more than \$1 million: the County also must prepare a Written Justification as such (see 31 CFR 35.6(b)(4); see also U.S. Treasury, Final Rule, Supplementary Information, at page 194).

The Written Justification is comprised of (1) a description of the public harm to be addressed by the County's capital expenditures; (2) an explanation why the County's capital expenditures are appropriate to address that harm; and (3) a comparison against two alternative types of capital expenditures (see U.S. Treasury, Final Rule, Supplementary Information, at pages 196-198). This document must be either kept in the audit file (if County expenditures are less than \$10 million) or filed with the U.S. Treasury (if County expenditures are greater than \$10 million) (see 31 CFR 35.6(b)(4); see also U.S. Treasury, Final Rule, Supplementary Information, at pages 204 – 205).

Note that federal procurement rules apply.

**3<sup>rd</sup> Bucket of Use**

Alternatively, any one or all of the EOC Construction, MARCS, and Dispatch Center Projects could be funded under the 3<sup>rd</sup> bucket as a provision of government services to the extent of the County's reduction in revenue.

Recall that the third bucket of eligible use does not need to have a direct connection to the County's COVID-19 response. This lack of connection to COVID-19 arises from the U.S. Treasury presuming "any diminution in actual revenue calculated using [Treasury's "standard allowance"

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or published formula] to have been 'due to' the COVID-19 public health emergency" (U.S. Treasury, Final Rule: FAQs as of April 27, 2022, Item 3.7).

Irrespective of the method of determining lost revenue, there are only a few restrictions on the use of ARPA funds up to such lost revenue amount: the County cannot service debt, replenish its rainy day fund, pay legal settlements not related to government services, or make (extraordinary) deposits to its pension fund(s).

Beyond those stated restrictions, the County has "broad latitude to use funds for the provision of government services" (see U.S. Treasury, Final Rule, Supplementary Information, at page 9).

We note here the federal procurement requirements apply under the Uniform Guidance.

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

**RESOLVED.** that the following transfer of funds be made:

\$2,000,000.00

; and be it further

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

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RESOLUTION NO. 22-0460

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**RE: A RESOLUTION TO AUTHORIZE THE  
PORTAGE COUNTY ENGINEER TO  
EXECUTE LOCAL PUBLIC AGENCY (LPA)  
AGREEMENT NO. 37923 (PID NO. 117491)  
WITH THE DIRECTOR OF THE OHIO  
DEPARTMENT OF TRANSPORTATION FOR  
THE PROJECT KNOWN AS THE  
REPLACEMENT OF STANLEY RD (CR 235)  
STRUCTURE OVER MAHONING CREEK IN  
WINDHAM TOWNSHIP, PORTAGE COUNTY,  
OHIO.**

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

- WHEREAS,** the Portage County Engineer has secured federal funding from the State of Ohio, Department of Transportation for eligible construction costs for the replacement of Stanley Rd (CR 235) structure over Mahoning Creek in Windham Township, Portage County, Ohio, and
- WHEREAS,** the Portage County Engineer has received LPA Agreement No. 37923 (PID No. 117491) from the Director of the Ohio Department of Transportation for this project, and
- WHEREAS,** the LPA Agreement provides for 100% of the eligible construction costs (up to grant maximum) for appropriate work completed on the project, now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby authorize the Portage County Engineer to enter into LPA Agreement No. 37923 (PID No. 117491) with the Director of the Ohio Department of Transportation to access federal funds to pay on the project known as the **replacement of Stanley Rd (CR 235) structure over Mahoning Creek in Windham Township in Portage County**, 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, Absent;      Anthony J. Badalamenti, Yea;

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**RESOLUTION NO. 22-0461      -      RE:      ACCEPT PROPOSAL OF ENGINEERING ASSOCIATES, INC. AND ENTER INTO AGREEMENT FOR PROVIDING PROFESSIONAL SERVICES FOR THE PROJECT KNOWN AS THE JONES ROAD BRIDGE REPLACEMENT.**

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

- WHEREAS,**      the Portage County Engineer has determined that it will be necessary to acquire the services of a consultant to perform professional services for the **Jones Road Bridge Replacement** (the "PROJECT"); and
- WHEREAS,**      the Portage County Board of Commissioners, by Resolution No. 20-0710, authorized the Portage County Engineer to accept current statement of qualifications from engineering consulting firms seeking to provide professional services during the years of 2021 and 2022; and
- WHEREAS,**      the Portage County Engineer selected Engineering Associates, Inc. ("CONSULTANT") from the list of consultants who have a statement of qualification on file for 2021 and 2022, to submit a proposal to provide professional services for the "PROJECT"; and
- WHEREAS,**      the Portage County Engineer, upon review of the proposal from "CONSULTANT," recommends that said proposal be accepted by the Board of Portage County Commissioners; now therefore be it
- RESOLVED,**      that the Portage County Board of Commissioners does hereby accept the proposal of "CONSULTANT" and authorizes the Portage County Engineer to enter into an agreement for providing professional services for the "PROJECT"; and be it further
- RESOLVED,**      that a contract be entered into with Engineering Associates, Inc., 1935 Eagle Pass, Wooster, Ohio 44691 at a not to exceed cost of \$47,648.00, and be it further
- RESOLVED,**      that the Portage County Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all

deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

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**RESOLUTION NO. 22-0462      -      RE:    ENTER INTO AN AGREEMENT FOR CHILD AND ADULT EMERGENCY REPORTING SERVICES (CARES) BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF PORTAGE COUNTY JOB & FAMILY SERVICES AND COLEMAN PROFESSIONAL SERVICES, INC.**

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

- WHEREAS,**      Portage County Job & Family Services is in need of Child and Adult Emergency Reporting Services (CARES) to provide emergency response in situations where child and adult abuse and neglect may be occurring, stabilize a family and prevent removal of children from their homes and link families to other community services; and
- WHEREAS,**      Requests for Proposals were sent to fourteen (14) potential service providers; and
- WHEREAS,**      one (1) proposal was received, opened and tabulated for Child and Adult Emergency Reporting Services (CARES) on June 8, 2022; and
- WHEREAS,**      Coleman Professional Services, Inc. is willing and able to provide these services; and
- WHEREAS,**      the Agreement will be used to detail the terms of the relationship between Portage County Job & Family Services and Coleman Professional Services, Inc.; now therefore be it
- RESOLVED,**      that the Board of Portage County Commissioners does hereby enter into an Agreement between the Board of Commissioners on behalf of Portage County Job & Family Services and Coleman Professional Services, Inc. with its principal place of business located at 5982 Rhodes Road, Kent, OH 44240, for the period October 1, 2022 through September 30, 2023, with the option to renew the agreement two (2) additional years; and be it

further

- RESOLVED,** that the parties agree that Child and Adult Emergency Reporting Services (CARES) will be at a unit rate of Nine and 18/100 dollars (\$9.18) per unit, where a unit is defined as an hour of telephone line coverage; and be it further
- RESOLVED,** that the total amount of this Agreement is not to exceed Sixty thousand three hundred forty-four and 84/100 dollars (\$60,344.84); and be it further
- RESOLVED,** that funding for this agreement will come from Job & Family Services Fund 1415; 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, Absent;      Anthony J. Badalamenti, Yea;

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**RESOLUTION NO. 22-0463      -      RE:    ENTER INTO AN AGREEMENT FOR  
PARENTING AND DOMESTIC VIOLENCE  
SERVICES THROUGH THE REACH  
PROGRAM (RECOVERY, EMPOWERMENT,  
AND ACTION CREATING HOPE - REACH)  
BETWEEN THE BOARD OF  
COMMISSIONERS ON BEHALF OF  
PORTAGE COUNTY JOB & FAMILY  
SERVICES AND FAMILY & COMMUNITY  
SERVICES, INC.**

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

**WHEREAS,** Portage County Job & Family Services is in need of Parenting and Domestic Violence Services to keep families together by promoting safe, stable family environments for children and adults through an individualized service approach through comprehensive diagnostic assessments, individualized treatment plans, prescribed behavioral health services, and an added layer of support to the supervised visitation

process; and

**WHEREAS,** Requests for Proposals were sent to fourteen (14) potential service providers; and

**WHEREAS,** three (3) proposals were received, opened, and tabulated for Parenting and Domestic Violence Services on June 8, 2022; and

**WHEREAS,** Family & Community Services, Inc. is willing and able to provide these services utilizing the "REACH" program; and

**WHEREAS,** the Agreement will be used to detail the terms of the relationship between Portage County Job & Family Services and Family & Community Services, Inc.; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby enter into an Agreement between the Board of Commissioners on behalf of Portage County Job & Family Services and Family & Community Services, Inc. with its principal place of business located at 705 Oakwood Street, Ravenna, OH 44266, for the period October 1, 2022 through September 30, 2023, with the option to renew the agreement two (2) additional years; and be it further

**RESOLVED,** that the total amount of this Agreement is not to exceed Thirty-three thousand five hundred and 00/100 dollars (\$33,500.00); and be it further

**RESOLVED,** that funding for this agreement will come from Job & Family Services fund 1415; 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, Absent;      Anthony J. Badalamenti, Yea;

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**RESOLUTION NO. 22-0464**

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**RE: ACCEPT BIDS AND AWARD CONTRACT  
FOR PROJECT NO. N-1 (22-020), WESTERN  
RESERVE WWTP SLUDGE TANK, IN THE**



**PORTAGE COUNTY REGIONAL SEWER  
DISTRICT, PORTAGE COUNTY, OHIO.**

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,** this Board by Resolution 22-0379 adopted, June 16, 2022, set the date and time for bidding of Project No. N-1 (22-020), "WESTERN RESERVE WWTP SLUDGE TANK", hereinafter referred to as the "PROJECT"; and
- WHEREAS,** the notice of accepting bids was advertised in the Record Courier Newspaper on June 21<sup>st</sup> and June 28<sup>th</sup>, 2022; and
- WHEREAS,** three (3) potential bidders received plans and specifications for the PROJECT; and
- WHEREAS,** one (1) bid was received, opened, and tabulated by the Department of Internal Services on July 13, 2022; as follows:

<b>Workman Industrial Services, Inc.</b>	<b>\$ 127,158.00</b>
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- WHEREAS,** the Engineer's Estimate was \$ 130,000.00; and
- WHEREAS,** based upon the analysis of the bids received (bid tabulation above), the Portage County Water Resources Department has made a recommendation for award; now therefore be it
- RESOLVED,** by the Board of Commissioners of Portage County, Ohio:
- Section 1. that the bid received from Workman Industrial Services, Inc., 361 Old Forge Road, Kent, OH 44240 in the amount of \$ 127,158.00 be accepted and awarded as the lowest and best bid received; and be it further
  - Section 2. that the Water Resources Department is hereby authorized and directed to issue the Notice of Award to Workman Industrial Services, Inc.; and be it further
  - Section 3. that the funds to cover the cost of the PROJECT are budgeted in Fund 5200, Org. 52001006, Object 684000, Project No. 22020; and be it further

Section 4. that the Clerk of this Board is hereby directed to certify a copy of this Resolution to the County Auditor and the Department of Budget and Financial Management within 15 days after its passage; and be it further

Section 5. It is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

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**RESOLUTION NO. 22-0465**

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**RE: DECLARE OBSOLETE AND AUTHORIZE  
THE SALE OF VEHICLES BY PUBLIC  
AUCTION.**

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 has a vehicle that is obsolete and unfit for the use for which it was initially acquired; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners has determined that the item described below is obsolete and unfit for the use for which it was initially acquired, and be it further

**RESOLVED,** that said equipment will be sold via a **LIVE BID ONLINE AUCTION** at Edinburg Auction Sales, [www.edinburgauction.com](http://www.edinburgauction.com), as prescribed by Section 307.12 of the Ohio Revised Code, for cash to the highest bidder; and be it further,

**RESOLVED,** that Notice of Public Auction shall be posted in the office of the Portage County Auditor, the offices of the Portage County Commissioners and in the office of Portage County Internal Services. Further Notice of Public Auction shall be published in the Record Courier on Tuesday, August 2, 2022.

**Date of Auction:** Friday, September 16, 2022  
**Time of Auction:** 7:00 P.M., E.S.T.  
**Location:** Edinburg Auction Sales, 4029 St. Rt. 14,  
Rootstown OH 44272  
**Preview Day:** Friday, September 16, 2022  
9 a.m. – 4 p.m.  
**Live Bidding to Take Place at:** [www.edinburgauction.com](http://www.edinburgauction.com)

Interested parties are encouraged to contact Edinburg Auction Sales, Inc. prior to the date of the auction for more information on viewing or participating in the live bidding on these items. The equipment can also be viewed online at [www.edinburgauction.com](http://www.edinburgauction.com)

**Items being sold is as follows:**

2006 Ford Taurus vin# 1FAFP53246A261012

**RESOLVED,** that a copy of this resolution be filed with the Portage County Auditor and the Portage County Director of Internal Services; 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, Absent; Anthony J. Badalamenti, Yea;

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**RESOLUTION NO. 22-0466 - RE: SET THE REQUEST FOR PROPOSAL DATE FOR THE COMPREHENSIVE CASE MANAGEMENT AND EMPLOYMENT PROGRAM (CCMEP) FOR THE PORTAGE COUNTY JOB & FAMILY SERVICES DEPARTMENT.**

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

**RESOLVED,** that the request for proposal specifications, for the comprehensive case management and employment program (CCMEP) be and hereby are approved; and be it further

- RESOLVED,** that sealed proposals, therefore, will be accepted by the Portage County Director of Internal Services, 1st floor- room 114, Portage County Administration Building, 449 South Meridian St., Ravenna, Ohio until 2:30 p.m. on August 24, 2022; and be it further
- RESOLVED,** that the notice of receiving proposals shall be published in the Record Courier on July 26, 2022 and a copy thereof be posted on the bulletin board of the Board forthwith; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

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**RESOLUTION NO. 22-0467      -      RE:    ENTER INTO AN AMENDMENT NO. 3  
BETWEEN THE PORTAGE COUNTY BOARD  
OF COMMISSIONERS AND JERIMIAH  
GREATHOUSE SERVICES**

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

- WHEREAS,** an agreement between the Portage County Board of Commissioners and Jerimiah Greathouse Services was entered into on August 26, 2021, through resolution 21-0541 known as Portage County Contract 202104551 for the purpose of providing lawn mowing and leaf cleanup services for seniors and disabled homeowners within the City of Streetsboro; and
- WHEREAS,** the Agreement, in fiscal year 2021 certified by the Auditor and identified as Portage County Board of Commissioners contract number 202104551, for the Auditor's certification and identification purposes in 2022 the contract has been assigned the number 20220313; and
- WHEREAS,** the parties desire to amend the Original Contract for the costs associated with the lawn mowing services; and



**WHEREAS,** the cost of the vehicles including upfitting and radios is One hundred fifty-

five thousand, four hundred ninety eight dollars and 40/100 (\$155,498.40); now therefore be it

**RESOLVED,** that the Portage County Board of Commissioners declares it necessary to purchase four (4) Chevy Traverse vehicles including upfitting and radios for the total cost of One hundred fifty-five thousand, four hundred ninety eight dollars and 40/100 (\$155,498.40), and be it further

**RESOLVED,** that a copy of this resolution be forwarded to the Portage County Auditor; and be it further

**RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in 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. Approve the revisions to the Operations Manager job description for Portage County Water Resources. 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**

2. Accept resignation from John Kennedy, Treatment Plant Operator III (Water), for Portage County Water Resources, effective July 14, 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 seven-day internal posting of a bargaining position, Water Treatment Plant Operator, replacing John Kennedy, for Portage County Water Resources, 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 resignation from Kristin Hopper, HR Generalist/Payroll Specialist, for Portage County Department of Job & Family Services, effective July 29, 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 internal/external posting of the non-bargaining position, HR Generalist/Payroll Specialist, vacated by Kristin Hopper, for the Portage County Job & Family Services.

**Motion: Commissioner Badalamenti**

**Seconded: Commissioner Kline**

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

**Motion Carries**

6. Accept resignation from Danielle McGarvey, Social Services Worker 3, for Portage County Department of Job & Family Services, effective July 22, 2022.

**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, Social Services Worker 3, replacing Danielle McGarvey, 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 resignation from Christina Smith, Social Services Worker 3, for Portage County Department of Job & Family Services, effective July 14, 2022.

**Motion: Commissioner Badalamenti**

**Seconded: Commissioner Kline**



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

9. Authorize the three-day internal posting of a bargaining position, Social Services Worker 3, replacing Christina Smith, 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**

10. Authorize the hire of Brandy Day, Part Time Vehicle Operator, a new position, in Portage County Department of Job & Family Services. Tentative start date is 7/25/2022. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment screenings.

**Motion: Commissioner Badalamenti**

**Seconded: Commissioner Kline**

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

**Motion Carries**

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

- a. Sara Hoag – BOC Administrative Assistant – effective 7/25/2022.
- b. Lisa Harris – JFS PCSA Paralegal – effective 7/25/2022
- c. Eric Agyare – JFS MIS Coordinator – effective 7/11/2022
- d. Shannon Kautzman – IS Deputy Director – effective 7/28/2022

**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:

12. Direct the Auditor's Office to pay/process the July 14, 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	\$701,265.28	(Includes late fees of: \$121.99)
ACH/Neil Group of	\$114.94	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$76,373.82	
Medical Mutual Claims of	\$292,488.87	
Medical Mutual Flex Admin of	\$937.95	
Medical Mutual Flex Claims of	\$3,996.22	
Journal Vouchers totaling:	\$112,734.25	
Then and Now list totaling:	\$60,491.11	
Debt Service wire list:	\$0	
BWC Wires:	\$601.00	

13. Process the July 14, 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**

14. The Board of Commissioners acknowledged receipt of the July 15, 2022 Certificate of the County Auditor that the Total Annual Appropriations from each fund *does exceed* the Official Certificate of 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**

15. In accordance with Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Record of Proceedings and Transactions for June 2022, as presented by the Portage County Sheriff's Department.

**Motion:** Commissioner Badalamenti

**Seconded:** Commissioner Kline

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

**Motion Carries**

16. The Board of Commissioners acknowledged the receipt of the July 15, 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 after regular office hours for the post-election cure period for absentee and provisional ballots as follows:

Wednesday, August 3:	4:30 p.m. – 5:00 p.m.
Thursday, August 4:	4:30 p.m. – 5:00 p.m.
Friday, August 5:	4:30 p.m. – 5:00 p.m.
Saturday, August 6:	8:00 a.m. – 12:00 p.m.
Sunday, August 7:	1:00 p.m. – 5:00 p.m.
Monday, August 8:	4:30 p.m. – 5:00 p.m.
Tuesday, August 9:	4:30 p.m. – 5:00 p.m.

**Motion: Commissioner Badalamenti**

**Seconded: Commissioner Kline**

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

**Motion Carries**

17. The Board of Commissioners acknowledged the receipt of the Portage County Investment Portfolio Report for June 2022 as presented by the Portage County Treasurer.

**Motion: Commissioner Badalamenti**

**Seconded: Commissioner Kline**

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

**Motion Carries**

18. Motion To: Acknowledge receipt of the June 27, 2022 correspondence (received July 18, 2022), which included the Streetsboro / Shalersville Township Joint Economic Development District (JEDD) Agreement and formal petition requesting Board action to approve said petition within thirty (30) days from June 27, 2022, as presented by Mayor Glenn Broska, City of Streetsboro and Chairman John Kline, Shalersville Township./Referred to the Prosecutor's Office for review.

**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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**Motion:** by Commissioner Badalamenti, seconded by Commissioner Kline that the Board adjourns the Meeting of **July 21, 2022, at 11:01 AM.**

All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, 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 July 21, 2022.

ABSENT

Sabrina Christian-Bennett, President

  
Anthony J. Badalamenti, Vice President

  
Vicki A. Kline, Board Member

  
Amy Hutchinson, Clerk