



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, March 9, 2023

9:00 AM

Commissioners' Board Room

The following meeting minutes are summarized. Audio recordings and backup material are available in accordance with the Commissioners' Agenda and Audio Recording Retention Schedule.  
Please contact the Commissioners' Office for specific details.

The Portage County Board of Commissioners' meeting came to order in the Commissioners' Boardroom located at 449 South Meridian Street, Ravenna, Ohio, with the following members present:

Attendee Name	Title	Status
Anthony J. Badalamenti	President	Present
Sabrina Christian-Bennett	Vice President	Present
Mike Tinlin	Board Member	Present

Also attending throughout the day was County Administrator Michelle Crombie.

1. Motion to approve the March 2<sup>nd</sup> regular meeting minutes.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

#### HUMAN RESOURCES

Present: Director Tami Soltis

Director Solitis is working with Kent State students and 7 students will be here on Monday. The students will be sitting through the new hire orientation so they can help out with the project. I will also be sending an email to establish a time when they can meet the Board and do your interviews in preparation for the new hire orientation PowerPoint.

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Regarding Journal Entry #1, Commissioner Tinlin would like to speak with some of the employees we are losing at Job and Family Services, especially when an Administrator resigns. We are losing too many people and I would like that arranged. Commissioner Christian-Bennett asked if Job and Family Services participates in Exit Interviews and Director Soltis responded we no longer do Exit Interviews and that particular resignation was a unique situation.

County Administration Crombie explained we did away with Exit Interviews and instead, we do 30, 60, 90-day interviews because I felt it was better to have input when they are first hired

than when they are on their way out. Commissioner Badalamenti noted when someone is leaving, there is a reason (ie. family emergency, pay, etc.) and I agree with the 30, 60, 90-day interviews as they are essential, but it's also important at the end. Administrator Crombie agreed to circle back to the discussion.

### **Journal Entries:**

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

1. Accept the resignation of Cindy Moore, Administrator in Child & Adult Protective Services, Children Services, for the Portage County Job & Family Services effective March 6, 2023  
**Motion: Commissioner Christian-Bennett**  
**Seconded: Commissioner Tinlin**  
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Badalamenti, Yea;  
 Opposed: Commissioner Badalamenti, Nay;  
**Motion Carries**
2. Authorize the three-day internal posting of a non-bargaining position, for an Administrator in Child and Adult Protective Services, Children Services for the Portage County Job & Family Service, with an external posting if no internal appointment is made.  
**Motion: Commissioner Christian-Bennett**  
**Seconded: Commissioner Tinlin**  
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;  
 Commissioner Badalamenti, Yea;  
**Motion Carries**
3. Agree to rescind the recommendation to hire Dutchess Murray for the OMJ Case Manager position for Portage County Department of Job & Family Services due to the candidate declining the position and authorizing the reposting of this position.  
**Motion: Commissioner Christian-Bennett**  
**Seconded: Commissioner Tinlin**  
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;  
 Commissioner Badalamenti, Yea;  
**Motion Carries**
4. Accept the resignation of Matt Brown, Reginal Wastewater Superintendent for the Portage County Water Resources effective March 31, 2023  
**Motion: Commissioner Christian-Bennett**  
**Seconded: Commissioner Tinlin**  
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;  
 Commissioner Badalamenti, Yea;  
**Motion Carries**

5. Authorize the three-day internal posting of non-bargaining position, for a Regional Wastewater Superintendent, Portage County Water Resource, with an external posting if no internal appointment is made.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

6. Approve anniversary/probationary step increase for the following non-bargaining employees:

a. *Christine Herra ~ JFS*

b. *Kaylyn Kane ~ JFS*

c. *Lisa Lahrmer ~ JFS*

d. *Sharon Spence ~ JFS*

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

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

Present: Director Jackie Petty

### **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 2, 2023 bills/ACH payments, wires, journal vouchers and then & now's, as applicable, contingent upon the verification of the reports as presented by the County Auditor and reviewed by the Department of Budget and Financial Management.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

Expenditure Review		
<b>County Funds: (0001 – 8399)</b>		
Bill Payment and ACH list totaling:		
Bill Payment list	\$1,167,137.34	(Includes late fees of: \$107.39)
ACH/Neil Group of	\$0	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$128,144.52	
Medical Mutual Claims of	\$91,898.16	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$0	
Journal Vouchers totaling:	\$24,631.91	
Then and Now list totaling:	\$514,629.18	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

2. Process the March 2, 2023 budget amendments as reviewed and recommended by the Department of Budget and Financial Management.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

#### **Resolutions:**

1. Transfer from Fund 0001, General Fund to Fund 1414, Child Support General Administration./Resolution No. 23-0170
2. Transfer from Fund 4252, Silica Sand Road Bridge Replacement to Fund 1201, Motor Vehicle and Gas Tax./Resolution No. 23-0171
3. Transfer from Fund 4253, Hartville Road Resurfacing to Fund 1201, Motor Vehicle and Gas Tax./Resolution No. 23-0172
4. Approve Expenses for Portage County Regional Airport Authority./Resolution No. 23-0173

#### **INTERNAL SERVICES**

Present: Interim Director Shannon Kautzman

#### **Discussion:**

##### **1. New Truck**

Interim Director Kautzman indicated the department needs to purchase a new maintenance truck because the 2008 model is almost at its end of life. The price, which includes

equipment, is \$54,000 for an F-250 with a salt spreader and plow. Funding is requested from the General Fund and the Board agreed to have Department of Budget and Financial Management Director Petty investigate and report back to the Board.

## *2. Project Updates*

### **ADMINISTRATION BUILDING:**

1. Removal of the wallpaper in the main hallway of the 1<sup>st</sup> floor and paint. Maintenance will cover the cost. The estimated time to start is during the week of March 13, 2023.

Commissioner Christian-Bennett asked if they are going to continue the flooring as Congressman Joyce's contact person, Tom Queen, inquired about it and Ms. Kautzman noted all 1<sup>st</sup> floor work has been completed, but she will investigate pricing for the area and report back.

### **JUSTICE CENTER:**

1. Fencing around the cruiser parking area. The architect's fee is \$10,350 for an estimated total project cost \$90,000. The budget stated this expense will need to come from the General Fund. The Board agreed to move forward with the request.
2. Sinkhole in the sallyport. R2K has indicated the slab heaped up and the rebar is not connected to the concrete. It's believed to be caused by the concrete being too dry before they poured the second layer so it didn't adhere properly. A possible solution would be to extract an area and reinforce it with new rebar. The inmate walkway area will have the first layer removed and the area will be reinforced with rebar. The start date is March 8, 2023. Commissioner Tinlin asked if the problem is affecting the actual structure and Ms. Kautzman was told it's just a flooring issue.
3. Columns in front of the Sheriff's entrance. The cost is \$16,391 and will come out of Maintenance Budget to be installed the week of March 13<sup>th</sup>.

### **RIDDLE BLOCK BUILDING:**

1. Roof replacement – The bid came in a little less than anticipated at a cost of \$954,374.

March 9<sup>th</sup>, 2023 (Updates in RED)

#### **ADMINISTRATION BUILDING:**

1. PCAB elevator replacement. Covered under a purchasing consortium contract - getting a price quote. – Otis Estimates \$900,000-\$1,000,000. Came out to do a site survey 1/25/23 to get a true cost. Pending Otis quote, sent a follow up email 2/24/23
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. On Hold for new Auditor
3. Remodel of Commissioners board room. NTE \$50,000. Will use Maintenance funds
4. Take off wallpaper in the main hallway of the 1<sup>st</sup> floor and paint. Maintenance will cover the cost. Estimated time to start week of March 13<sup>th</sup>

**ANNEX BUILDING:**

1. Annex building proposed recommendations by architect: Architect cost \$25,850.00
  - 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. Architect working on specs
  - c. Remove & replace the existing pad-mounted HVAC unit with three furnaces with exterior condensers. Architect preparing cost estimate. Working with Architect

**EMERGENCY OPERATIONS CENTER/ EMA:**

1. Construction cost estimate \$4,583,721.75. PO issued for site survey. PO needed for soil borings, \$8,700.00. Meeting with architects and EMA continues Water testing being done currently. Soil Boring came back, and we will need to add some fill. This will be included in the bid specs when they go out to bid.
2. Shelters for MARCs Radio Towers will go out to bid 3/14/23

**JUVENILE COURT:**

1. Renovations and Modernization - Architect fee \$24,500.00. Construction cost estimate \$809,451.00. Kick off meeting scheduled for 11/22/22. Ongoing meeting with Architects. Talked to architect to set bid dates and finalize plans. Juvenile court will need furniture for new space, they would like to add furniture to the bid, architect estimate \$126,246.00 Correction \$126,746. Talked to DBFM and we have the funding

**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. Contacted Emerald Environmental to get an update. Emerald is work with BUSTR on the Tier 2. Going back and forth for approval and sign off for closure report. Emerald Environmental are coming to an end and should be able to submit a letter to BUSTER this week. With that they hope to get approval of Tier 2 and move forward to the next steps.  
 Step 1 - complete an excavation to remove the impacted soils and monitoring well  
 Step 2 - replace the well  
 Step 3 - request no further action status for the site

**JUSTICE CENTER:**

1. Roof replacement -Architectural fee \$24,750.00. Project cost \$494,500. Awaiting return of signed contracts from contractor. To be done by May. Meeting with roofers to go over plan 3/2/23
2. Dispatch Renovation architect fees \$28,200. Should have cost of project next week 2/16/16. Internal Services has architect cost, pending Sheriff info to finalize estimate. Final Cost Sheriff Cost \$77,000, Architect fee \$28,200 & construction with furniture \$500,000. Total \$605,000. We budgeted \$700,000 with DBFM one more meeting to go over design and projected bid date 4/19/23.
3. Fencing around parking where cruisers park. Met with RT Fencing. \$46,049 for fence. \$31,120 for Electric gate arms. Architect fees \$10,350, estimated total project \$90,000. Budget stated this will need to come out of the General Fund for funding.
4. Sinkhole in the sallyport. R2K to cut a 16' x 16' to see what the problem is. Start date 3/8/23
5. Columns in front of the Sheriff's entrance. Cost \$16,391. To come out of Maintenance Budget. To be installed in 2-4 weeks To be installed the week of March 13<sup>th</sup>

**PROSECUTOR'S WINDOWS/FACADE:**

1. Architect's fee \$39,300.00. Construction cost estimate \$300,000.00. Bids will be due 3/29/23 tentatively. Actual bid date 4/5/23

**RAVENNA COURTHOUSE:**

1. Parking - Approved by the City Planning Commission, Estimate \$688,632.00. Architect proceeding with final bid documents. Cost Estimate is now \$850,000. Bid date is 4/5/23 tentatively.
2. Main & jail elevators - Elevators now need to be evaluated by the State inspectors. The estimated construction cost is \$654,722.00. meeting with Judge Pittman & Matt Skilton Friday 1/27/23. Met with Judge and Matt and have a gameplan set up. Contract is being reviewed by prosecutor and should be signed within the next 2 week.
3. Probate Court renovation. Request to move the clerks to Riddle Block Building. Contractor stated if they relocated it would take 2 months for renovation if not it would take 5 months. Architect's fee is \$33,800.00. Architect did a final walk through 2/7/23, waiting on cost and set bid dates. Meet with Judge and architect 3/2/23 for approval of drawings. Should know a cost after the meeting

**RECORD CENTER:**

1. Roof replacement- Architectural fee \$24,750.00. Project cost \$611,050. Awaiting return of signed contracts from contractor. To be done by May. Meeting with roofers to go over plan 3/2/23

**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, field measurements taken 9/12/22. Architect is working on the bid specs. Bid Date 2/22/23. Reevaluated project cost \$375,000.00. Will need to be re-bid as the bidders did not meet the qualifications.
4. Roof replacement- estimated construction cost \$800,000.00, arch. fee \$82,050.00. Approved by Ravenna Historical Review Committee 7/14/22, field measurements taken 9/12/22. Architect is working on the bid specs. Bid Date 2/22/23, Bid date moved to 3/7/23. Having a hard time with the slate bid on the time frame to be done. Project will move forward with the slate roof to be finished in the fall of 2024. Reevaluated the estimated cost with architect, came in at 1,250,000.00. Bid came in at \$954,374

**Resolutions:**

1. The Board of Commissioners agrees to enter into an Amendment No. 1 for Child and Adult Emergency Reporting Services (CARES) between the Board of Commissioners on behalf of the Portage County Job & Family Services and Coleman Professional Services, Inc./Resolution No. 23-0174
2. The Board of Commissioners agrees to enter into an Amendment No. 2 between the Board of Commissioners on behalf of the Portage County Job & Family Services and Emerald Transportation to provide transportation services./Resolution No. 23-0175
3. The Board of Commissioners agrees to enter into a Workforce Innovation Fund Subgrant agreement with Job & Family Services, Northeast Ohio Consortium Council of Governments, and Portage Development Board./Resolution No. 23-0176

4. The Board of Commissioners approves the amendment to the professional services agreement with Domestic Relations Court and Dixie Benshoff, Ph. D./Resolution No. 23-0177
5. The Board of Commissioners authorizes the execution of an agreement with the Portage County Combined General Heath District for the purpose of cooperation and coordination as it relates to the execution of responsibilities of the Portage County Storm Water District./Resolution No. 23-0178
6. The Board of Commissioners approves the specifications and set the bid date for the Portage County Justice Center Dispatch Renovation./Resolution No. 23-0179
7. The Board of Commissioners agrees to amend Resolution No. 23-0065, adopted January 26, 2023 approving plans, specifications and set the bid date for the HVAC Equipment Replacement at the Riddle Block Building./Resolution No. 23-0180

#### **GRANTS ADMINISTRATOR**

Present: Hope Bonos, Marquice Seward, Rick Squier, David Shea, Jenna Matlack, Brian Higging, Mark Frisone, Bill Childers, and Paul Knickerbocker

#### **Discussion:**

##### *1. ARPA Update*

Ms. Bonos indicated the Board has two options – the first is going through the process and applying, but another option is having the Akron Canton Regional Food Bank act as a pass-through agency. I have a list of the food programs in Portage County that the Food Bank has given food to this year. Summit County and Stark County have also done this, so it's not the first time agencies have been involved with ARPA funding.

Basically, we can have a subgrant agreement with the Food Bank and they would take the funding, purchase food and then distribute it to the food programs located in the County. They will be able to trace everything and report back to us and that will provide a quicker response to the general public. In regard to fees, the Board can decide what is appropriate, but they will take a 10% administrative fee. If the Board chooses this route, no consultant is needed. We've already worked with the consultant a little bit and I haven't received an invoice for their services. We have a meeting with them tomorrow to get more information on the Food Bank option and they have put together an application for us. This option also takes the administrative burden off of the food programs.

Commissioner Christian-Bennett noted one issue that concerns me is whether it's reimbursable. We have a whole audience full of representatives from local food pantries and I'm wondering if you guys receive food from the local Food Bank? Ms. Matlack noted not all of the food pantries do, they go to local grocery stores such as Aldi, GFS, etc. Mr. Squier stated we are not 100% sponsored by the Food Bank, we are partially funded, and partially helped by that. We spend money in local retail establishments to stock our pantry, but it is supported by the Akron Canton Food Bank, as well. The prices at Akron Canton Food Bank have gone up



and not everything is still available there. We've seen a sharp increase not only in grocery prices in retail, but also from the Akron Canton Food Bank, so it's becoming more difficult to run a pantry.

Commissioner Badalamenti asked if the pantries received money, could you better serve yourself versus having to go through a third party and the answer was an overwhelming yes.

Commissioner Tinlin noted the loss of 10% is a lot of money.

Administrator Crombie asked if we were to give money to the Akron Canton Food Bank, would they provide food for free to the local establishments and Ms. Bonos replied yes.

Commissioner Christian-Bennett pointed out it's not free because we are giving them around \$1 million. Administrator Crombie asked if local agencies that are on the list go to the Food Pantry, they should not have to pay for the food taken and Ms. Bonos stated that was correct until the \$1 million is gone, as we are giving the Food Pantry money to purchase the food and then distribute it to the food programs.

Commissioner Christian-Bennett noted the goal is to get as much money and food to the pantries to serve as many people as we can.

Mr. Squier noted my comment was not a criticism of the Food Bank, it's the cost of what they do and they provided wonderful services for the people of Portage and they do a fantastic job and what we get from them is more than we would ever be able to do on our own. They do tremendous work for people.

Commissioner Christian-Bennett pointed out that you are stuck with what they give you. If there's a need for peanut butter, but they don't have it, you're not going to get it.

Mr. Shea noted even if you gave money to each organization, you would still give that organization the ability to go to the Food Bank for certain things. As Rick said, the Food Bank is not stocking everything like it used to and it's been problematic for some organizations. This isn't without precedent; you guys did this three years ago and I don't know what the experiences were – I've heard good and bad. Mr. Frisone stated I can speak to that issue, you're going to give them money, and they're going to sell us back the food. Don't be mistaken about it.

Commissioner Badalamenti explained that we have to keep track of every penny and some of the organizations may not be able to do the accounting that we need for the Federal Government. If we go with the accounting firm, how much will it cost to keep track of that? Ms. Bonos responded funding was provided to the Food Bank with CARES money, was there a subgrant agreement? Commissioner Christian-Bennett replied there was accountability, it was not as stringent as what we have now. Ms. Bonos explained if we choose to go with the Food Bank, we will have a legally binding agreement that states they will need to put the food back into the local community and because Federal reporting is necessary, we will be able to track it.

Commissioner Christian-Bennett stated the main goal is to get as much food to our pantries as we can and that's why we looked at the consultants because we would not spend more than \$50,000. I don't want it to become more of a convenience to do it there and then our people don't get the food they need. We're recommending consideration to the Food Pantry that's going to cost us \$100,000, but it doesn't make sense to me. I'm hearing from the folks that are actually out in the field that it's not necessarily what it appears to be. I would like to stick with the original plan.

Commissioner Tinlin mentioned you guys work too hard, you need what you need. Far be it for me to sit here and say that you don't need that – you guys work too hard for that.

Mr. Shea indicated by investing in these organizations, they're buying locally which is then helping people working at Walmart and Dollar General, and all the other places. That's a spillover effect that people don't notice and it's huge.

Commissioner Badalamenti asked if there are other groups besides the 8 sitting in front of us today and Administrator Crombie explained there is a small group that may have a difficult time meeting the compliance, but we'll try and work with the consultants to assist them.

Mr. Childers indicated United Way's Emergency Food and Shelter Program sends money to Portage County once a year most of the time unless there's a pandemic. Those dollars, for the food part of our program, go through an organization called Change Hunger, which is a separate 501C3 nonprofit organization that has pantries located in nearly every part of Portage County. I think there are 13 or 14 organizations that are in the group. Those pantries distribute food and almost every Township, City and Village.

United Way's Emergency Food and Shelter program funds dollars annually into Portage County that typically are distributed by our local Board through the local decision-making process and those dollars are awarded through the United Way Emergency Food and Shelter Program based on a formula that is run through FEMA and through the Federal Government. We, as a local Board, seek applications and rather than have every small pantry apply for those funds, we created an organization in 1980 to handle those funds called Change Hunger. Those pantries came together, they cooperate and worked to distribute food throughout Portage County. As a result, Change Hunger is able to do some other things through funding and programming, to make sure that people have access to resources and access to dollars that can help alleviate food, housing and utility costs. We are proposing that Change Hunger could be the subgrant recipient.

Mr. Frisone mentioned Change Hunger has been around for 40 years and represents every corner of this County. We handle FEMA dollars every year and we don't get cited.

Commissioner Christian-Bennett asked what the administration fee would cost through Change Hunger and Mr. Childers noted the Emergency Food and Shelter Board gives 2% for the administration fee, but it's way too low to actually do the work and employ people.

Community Action Council does the utilities with a 2% fee. For what the Board is asking, you can't do what you need to do and report back at 2%, but I don't know that it needs to be \$100,000.

Ms. Bonos pointed out that it's an excellent idea if the Board would like to focus on a pass-through agency that is in Portage County to handle the distribution of funding to the entire County, but if they're receiving Federal funds from another source, that is a concern. We would need to get a legal opinion because with ARPA restrictions, you can't combine funding. We would need to get more information on that as to where the Federal funds are coming from before we can proceed. Commissioner Badalamenti explained if I gave you \$50,000 and ARPA says no for the same project, we can't do it.

Mr. Shea stated there are a bunch of options and ways around that. If Change Hunger knows there could be a million dollars out there for food for the next four years, that gives you options with the Emergency Food and Shelter Board where they are not going to use the money for food, rent or utilities.

Mr. Paul Knickerbocker from the Salvation Army indicated it's my understanding that we're in a system that works well going through the way that it's been described. I will tell you that just last week, through combined efforts, we were able to distribute two truckloads full of food, over 42,000 pounds, utilizing the program. I was astonished when I came here and found out that Portage County covers over 500 square miles and in order to reach everyone it's a combined effort. Commissioner Badalamenti noted Ms. Bonos provided an option with Summit County and we want to know what you think will work, not what we think will work.

Commissioner Christian-Bennett explained if we owe \$25,000 to what we've already accumulated with the attorneys that would leave us \$975,000 and if we give 3% versus 2% for the administration, that would still leave \$945,000, almost breaking even to what we agreed upon, and then we keep it in the County if our opinion would allow that.

Mr. Shea noted the issue remains accountability – Summit County has stated that they may have better accountability for the monies that we have to track and Mr. Childers is saying our quality of taking care of Federal dollars is just as good as anybody else. Commissioner Christian-Bennett noted it shouldn't be an issue, but we want to make sure.

Commissioner Christian-Bennett stated according to Mr. Childers, you guys have 13 or 14 pantries that are through Change Hunger, what about other pantries that are not and is there any workaround that would help them and Mr. Childers noted my assumption is that I would rather be able to help as many pantries as we can and that we could work through Change Hunger to put something together so that people could apply and set up a process that would help award those funds to help pantries.

Commissioner Badalamenti pointed out if I'm not on your list, how difficult it is for my organization to get involved and Mr. Childers noted my assumption would be that they would

apply – what's the need, whom are you serving, what are you doing, etc. I'm thinking we could set up a process for that.

Mr. Frisone pointed out that many people on the list are already in Change Hunger, there's just a handful that isn't.

Mr. Shea inquired whether Mr. Childers is asking that the local Emergency Food and Shelter Board help administer the funding and Mr. Childers responded if there needs to be an entity to do that, they could help oversee it.

Mr. Shea explained there are requirements, compliance issues, and reporting issues and I don't want to see them make a decision and then the burden of all this reporting falls on Change Hunger because that detracts from what they're really trying to do. I think that's a good solution, but we have to figure out what the requirements are.

Administrator Crombie asked for a contact person that we could reach out to and then we can work with our consultants to see if this is even feasible. Commissioner Christian-Bennett agreed and noted that's the first step to make sure we can do this before we create a lot of work.

Ms. Bonos stated when speaking with the consultants, they also suggested the Akron Canton Food Bank could go to the schools since the SNAP program ended and they're not getting as much assistance with their lunch programs, is that something you have the capacity to do? Mr. Childers replied free and reduced lunch in Portage County prior to the pandemic were at 43% of kids in public schools who qualified and it's probably more now, but we really don't have those numbers. During the pandemic, everybody qualified, so there wasn't an issue, but in June that got cut, so you have to apply again and we are just now getting the data. In my opinion, that's a whole other conversation, but right now the schools are working through that question.

Mr. Frisone noted my question continues to be in regard to the Food Bank, they don't have ARPA funding yet, and Change Hunger as the recipient of these subsidies, will have to adhere to every ARPA guidelines and how can the Food Bank do it any better than we can?

Commissioner Badalamenti noted before we go any further, Ms. Bonos is going to do some research for us to be able to find out legally what we can do and then we can go from there.

Mr. Shea noted going with the local organization is the smartest thing the Board can do and Commissioner Christian-Bennett replied we need to make sure they are equipped to do it.

Mr. Squier noted with any organization, it's important that if an entity is burdened with the responsibility of all of the reporting that they're taken care of so they can do that, and that's the biggest challenge.

Mr. Frisone pointed out the Board may need to increase the 3% fee and Commissioner Christian-Bennett asked about 5% and Mr. Frisone noted I'm not the one who is going to do the work, and I don't know what the Board even wants us to do or what ARPA requires.

Ms. Bonos recapped that instead of going with the Food Bank and sending out applications to individual organizations, I will get a legal opinion from Bricker and Eckler to make sure that there are no conflicts if Change Hunger were to act as the pass-through agency instead of the Food Bank. I will also speak with our accounting consultants and see if this is possible. If that is not an option, although strongly favored, we can consider either going with the Food Bank or going with the application process that we originally discussed. Commissioner Christian-Bennett and Commissioner Tinlin would like the Food Bank Option off the table.

Ms. Bonos will obtain contact information from Mr. Frisone, Mr. Shea and Mr. Childers to see what they are capable of doing.

**Resolution:**

1. Amend Resolution 23-0124, adopted February 23, 2023 – Authorize grant application in the amount of \$53,064.00 to the Office of Ohio Attorney General Dave Yost State of Ohio Law Enforcement Body Armor Grant Program on behalf of the Portage County Sheriff's Office./Resolution No. 23-0181

**COUNTY ADMINISTRATOR**

Present: Michelle Crombie

**Discussion:**

1. *Update on technology in Boardroom.*

Administrator Crombie noted the current system we have in the Boardroom is not working and Sam from IT comes up regularly to assist. We'd like to have him take over the project so we have a quality streaming system for an amount not to exceed \$8,000. We are still working with the Prosecutor's Office to come to an agreement with BIS to get money back on the current program. Commissioner Christian-Bennett was shocked when she saw the price difference from doing it internally to what we paid to have it done by BIS. Additionally, Sam is on staff so if something goes wrong, he's easily accessible.

**Journal Entry:**

1. The Board of Commissioners agreed to move forward with updating the current streaming system in the Commissioners' Boardroom with a total amount not to exceed \$8,000 and Information Technology staff will perform installation and configuration of this system in-house.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Tinlin

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

**Motion Carries**

**Executive Session:**

9:56 AM In accordance with the Ohio Revised Code 121.22(G)(3), it was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the Board of Commissioners moves into executive session to conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending court action. Also Present: Attorney Chris Meduri and County Administrator Michelle Crombie. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; and Anthony J. Badalamenti, Yea;

10:07 AM Upon conclusion of the above-referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the Board of Commissioners moves out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

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

**BOARD OF ELECTIONS**

Present: Director Faith Lyon, Deputy Director Terrie Nielsen, Denise Smith, Shomore' DeNiro, Amanda Suffelcool, Katie Lininger, CORSA representative via zoom.

**Discussion:**

1. *Recent water issues with voting equipment.*

Well, good morning, everyone. As you know, I'm Denise Smith and I'm Chair of the Board of Elections. Our election equipment and our areas were subjected to a rather traumatic event on Christmas Eve and Christmas Day last year, with the flooding and bursting of the pipe and we thank you for everything you have done as we do appreciate it.

We were originally going to come here this morning to ask you for another \$140,000 because our equipment, the DS200 is the express vote machine, was subjected to some high humidity probably for at least 24 hours before Servpro could get here. We were going to insist that the equipment and the motherboard within the equipment be tested to determine if there was any corrosion because corrosion will not dry out, it doesn't disappear, it feeds on itself and obviously, none of us want a failure come election time.

We received an email this morning from ES&S, which is the company we purchased the machines from back in 2015 and first used in 2016. They have a useful life of five to 10 years like all computer technology equipment. ES&S recommended storage of those units between 10 and 85% humidity. A company called Costal (who was recommended by ES&S) provided an estimate of \$83,000 to come in, disassemble the machines, and look at the three layers of motherboards to determine if there was any corrosion. ES&S still needs to be on-site since they are the vendor, they need to watch all of this happen to ensure they're going to work properly.

CORSA has offered Envista, which seems to be a company that finds experts in various fields to come and look at the machines, but we weren't quite sure what they're going to do, but ES&S needs to be there regardless and there will be some cost factor for them for four or five

days to test all of the equipment. We want all of the equipment tested, not just what we're going to use in May because it's important for the public to know that we've done our due diligence.

So that's our position at this point. I think it's a good idea to talk to Envista, along with CORSA and the County Administrator to see what are they going to do and if that's a cost CORSA is still willing to incur. The only thing we're going to be asking the Board for the extra money for ES&S to come on-site and be there and monitor as Envista does its testing.

Ms. Suffecool noted we know that elections are absolutely critical and that the confidence of the public is a piece of that. We wanted to first make sure that we are confident the machines are working the way they were supposed to so that when there is an election, there was never a question that something worked or didn't work. The pieces of information that we had prior to this morning was the fact that rust and corrosion happen at 45% humidity and when the carpets got wet and even as they were drying them, they don't dry out quickly and that period of time when the machines were subject to higher humidity is really our biggest question and concern. Even after they were trying to pull the carpets out, it was several weeks before it was dried and cleared. The storage of 10 to 85% says that electronically, those PC boards were built and then they were sealed with something to allow that humidity between 45% and 85% to be there so that gives us a little more level of confidence. The machines had their feet in the water, their wires were in the water, they were plugged in and in water so that is the reason why we want to make sure that not only do they power up, they need to actually think and do things and that they test and work in the way we need them to.

Ms. Smith stated time is of the essence because the ballots go out on March 17, and early voting begins April 4<sup>th</sup>.

Commissioner Badalamenti stated I saw the pictures. There were a couple of machines and their feet were less than an eighth of an inch or quarter inch in water. I don't know what wires you're speaking about because nothing was plugged in. The report that I saw stated the lobby is where the pipe broke, and it was at 58% humidity. You guys are saying 45% so how did we get there we didn't have access to your area to be able to get in. Ms. Suffecool stated 45% is an industry standard and that's where rust and corrosion happen. Commissioner Badalamenti replied I was told by Michelle Crombie that the Board of Elections was 45% humidity in that room. Commissioner Christian-Bennett asked if someone on the board calculated the humidity and Ms. Smith responded we don't know what it was, but Servepro did calculations of the walls and Commissioner Badalamenti pointed out they were very minimal. Administrator Crombie reported the Secretary of State mentioned that they were 45% and Commissioner Badalamenti replied I'm trying to figure out how that got there.

Commissioner Badalamenti mentioned my major concern with this is what we are being told from the Board of Elections that no one is able to have a key to that area. If there's a problem, I agree with Commissioner Tinlin, I would say break the glass and get in. So, my request is that I'd like to see it in writing from the Secretary of State that nobody may have a key to the Board of Elections in case of an emergency. This doesn't make any sense that the Board of

Commissioners or our Maintenance staff cannot gain access during a disaster to someplace that you're now telling me how detrimental it is, but we couldn't get in there til the next day.

Ms. Smith explained it was Christmas Eve when we got in and Ms. Lyon was able to respond about midnight, but it's my understanding that Maintenance has a key to those doors and Ms. Kautzman responded the Maintenance Department does not have access. Ms. Nielsen noted there's a directive that indicates we have to maintain the security of the rooms that have the swipes on them, it's not our choice, it's the Secretary of State's decision. Commissioner Badalamenti asked if we couldn't get into the rooms or into the Board of Elections and Ms. Kautzman explained Maintenance couldn't get into any of the rooms except the main area. Ms. Smith noted there have been instances where we've asked, please don't go in there before we're open. However, you're right, if there's an emergency and human life is at stake, if there were a fire, that would be a very different issue. That wasn't the circumstance that day and Faith was there about 2 hours later.

Commissioner Badalamenti brought up the fact that half of the room had no water in the pictures I was given. The other half looked like less than an eighth of an inch, maybe more of a puddle. The Secretary of State gives us a 45% and where it happened was only at 58%.

Ms. Suffecool noted I was there on Christmas Day and I spent part of my time actually picking things up off the floor. So, when you walk in the first doors where the cubicles are, there was water, there was sufficient water that I picked things up and they were dripping and I was trying to identify what could and could not sit on a desk. Terry and Faith's offices both had water and Commissioner Badalamenti stated it was about a quarter of an inch of water on the carpet and Ms. Suffecool stated it was wicking up. When you walked into the big room, a portion of the room had water in it. Over by the bank of windows, there was no water, but there was water by the door. Then, when we went to where the machines were located, there was water as I was picking up notebooks and those notebooks were saturated and dripping. So, there was a quantity of water, it actually looked like there had been several inches at one point and then it decreased. Commissioner Badalamenti indicated I have a hard time visualizing what occurred because we didn't have that much water in the lobby.

Ms. Katie Lininger from CORSA asked if the Board is interested in coverage for the voting machines or carpet and Commissioner Badalamenti explained the carpet is just the physical part of normality when water pipes break, the Board of Elections has indicated that because there was water in that room and the wheels were an eighth of an inch underwater, there's doubt that the machines may not work because the humidity may have been high enough to possibly damage the circuit boards.

Ms. Smith noted the DS200 machines, which are basically the scanners. When you go to vote and you take your ballot, you fill out your ballot, you feed them into these machines and then the votes are processed onto encrypted memory sticks located in those machines. The express votes are for individuals with disabilities (hearing and vision impaired disabilities) and the 850 and the 450 machines are where we do our logic and accuracy testing and again, we feed through a known set of ballots as a test. We know what the results are and then we make



sure when the machine read those results, they were accurate. There is a total of 175 pieces of equipment in question.

Ms. Lininger indicated we are willing to send Envista, but at this time we don't have any evidence that there's been a direct physical loss to these machines, so I can't tell you what we would cover or what we wouldn't cover because we don't have any evidence of a loss, which is the whole point of sending Envista. They will need to go out there and determine if there was a direct physical loss and if there is damage to the equipment and what is the cause of that loss. If the cause of loss is that the machines were submerged in water and water infiltrated the systems, then yes, they probably would be coverage for those machines to repair or replace. If it's determined the machines have been damaged by humidity, then we do have an exclusion for humidity under our CORSA coverage agreement. At this point, I can't tell you what will be covered or not covered because I don't know if there is a loss and what that loss to those machines was caused by.

Ms. Smith asked if CORSA would be willing to cover the cost of Envista coming in to investigate and Ms. Lininger stated that's part of our duty we have to determine if there is a loss.

Ms. Smith reported our position prior to seeing the 10 to 85% range, was more of an insistence that we need to do more, however, our position has altered and we are okay with talking to Envista to find out what we are going to do as long as ES&S is there. It would be a good idea to have Terrie and Faith have a conversation with them to establish parameters of what's going to be done.

Ms. Lininger agreed and stated we can have Rob Honaker from Envista get in touch with whomever you want and the County Administrator could be involved, as well. CORSA is willing to pay for Envista to come out and determine whether it's a loss and if so, what's the cost. I can get a hold of Rob today if you can send me contact information. Ms. Smith noted Faith and Terrie from the Board of Elections should be part of that conversation and Ms. Lininger will ask Rob to set up a time to talk with Terrie and Faith about the process.

Deputy Director Nielsen asked if CORSA will pay for ES&S because they need to be there whenever Envista comes because they are our vendor and we don't want anything to happen that will void our warranties or agreements. Commissioner Tinlin noted the machines are 10 years old and Commissioner Christian-Bennett pointed out there's probably not much of the warranty left on the machines and Ms. Nielsen replied there are seven and a half years left.

Commissioner Christian-Bennett explained CORSA already answered the question that they will not cover the cost, they want to send out their representative and Ms. Nielsen replied no one can touch those machines unless ES&S is present. Ms. Smith explained if CORSA is not going to pay for that cost, we are looking to the Board to cover the expense. Commissioner Christian-Bennett would like to see where that is written that no one else can touch the machines and Ms. Nielsen noted that is our agreement with ES&S, they will not let us have other people messing with the machines. Everything is certified by the State and Federal

Government, but they are our vendor, and they will not service the machines if they've been touched by somebody else. Commissioner Tinlin asked where the vendor is located.

Commissioner Christian-Bennett asked if CORSA has dealt with this in the past as far as a specific vendor putting restrictions on equipment and Ms. Lininger responded I have not personally, but I know a lot of times vendors won't honor a warranty if somebody else works on their machines, but as far as specific voting machines, I was under the impression at one time that the Board was going to get a quote from somebody else to test the machines because ES&S had two lines that came to roughly \$40,000. Ms. Smith replied it was Costal and that's who ES&S recommended and the estimated cost was \$83,000, in addition to ES&S, not in place of.

Ms. Suffecool noted a piece of this is voter confidence and national security. The conversation we've had at the Board of Elections is that we need to make sure we're completely above reproach as a County and we don't want the perception that we're in Maricopa County. Part of this process is making sure there is a complete chain of command that no one has access to machines that aren't certified and approved to have access. That's why the double locks when Faith and Terrie go back, it's a two-by-two approach. There are rules for the Board of Election that are not rules for everything else. Commissioner Christian-Bennett stated we understand, but insurance doesn't cover 'what-ifs'. I understand that it's a little different with you, but maybe that's something Ms. Lininger can check into if there is no exception to who has access with the vendor. Katie, is that something you can check into? Ms. Smith replied we can find the documentation.

Commissioner Tinlin noted their letter on the 28<sup>th</sup> indicates ES&S will independently participate in the inspection and they will also have service personnel here to disassemble. Ms. Smith noted if we were going to disassemble, they're always there even during the election, anytime those machines are touched, a representative from ES&S is there to watch what happens.

Commissioner Christian-Bennett asked how would the machines even be insurable for us if we can't use our insurance for a certified provider if it has to be with a specific vendor?

Commissioner Badalamenti explained it sounds like CORSA said we're going to come out and we'll check, the company that we bought the machines from has stated these things are built from 45 to 85% humidity. I would think that takes more than 24 hours for that process to begin. I'm having a hard time with the thought process. You have stated they would be here on site but nothing is going to have to be taken apart to be able to find out if there is a problem, and the people that we're going to bring in, the other guys could stand around with their hands in their pockets and watch. For \$83,000 to have my hands in my pocket doesn't make any sense. We're talking just on the premises.

Director Lyon stated the \$83,000 is not on the table, that was for Costal, we're just looking at ES&S.

Commissioner Badalamenti asked how long it would take to check 180 machines and Ms. Smith replied we're estimating about four or five 8-hour days.

Commissioner Tinlin asked if there is any testing that you do to the machines prior to an election and Ms. Lyon explained we do multiple rounds of logic and accuracy testing on each machine that is used in an election. Commissioner Badalamenti asked if you do that, why would we want a company to do it as opposed to having you do it with our vendor?

Commissioner Tinlin noted there may be some in question that they were either in the water or next to the water.

Commissioner Badalamenti noted we don't want anything with the election to be screwed up. My concern from what you guys just said, is that we do this test on a regular basis before every election to prepare for it and to make sure every one of those machines is working correctly, is that correct, is that what you guys do? So, why wouldn't we begin that process now before the 11th hour with the people we have on staff, and you can say, Tony, these three machines are not logically working the way they are supposed to. Ms. Smith responded the testing we do is almost a calibration and that's why we need to talk to Envista because there may be a degree somewhere between the calibration and opening the machines and testing them. There's something in between there we think Envista may be able to do for us. We don't know what that is yet.

Ms. Smith noted ES&S needs to be present for the protection of warranties if not to participate, to at least watch what's happening anytime those machines are touched. The other thing is that I believe it is important for perception purposes for the general public and for anybody who's going to be on those ballots, that a third party, not just us, but a third party is there to say everything's okay, I believe it helps with the credibility and integrity.

Ms. Smith noted CORSA has offered Envista, we've agreed to Envista, all we are asking is for the Board to pick up the bill for ES&S to be there and the cost is somewhere around \$15,000.

Ms. Lyon noted even when we test internally, we always have ES&S there because that is our proof that if something does come up, there is a tech there that can say we did not open this machine.

Commissioner Badalamenti stated when you put your hands on the machines, they're there. So why, why would I pay \$15,000 for them to be here for five days? Ms. Smith replied when we are testing, we have to pay them, it's not part of the maintenance agreement.

Commissioner Tinlin noted when you look at this, a sprinkler system line popped and who expected that to occur? Not any of us, personally, I'm good with getting these things checked.

Commissioner Christian-Bennett asked is there any way that CORSA could cover the cost for ES&S to be present and Ms. Lininger explained ES&S had a first quote of \$40,000 and I want to know what it's going cost for them to come out and stand around if Envista does the testing,

or if the County Board of Elections does their calibrating. Commissioner Christian-Bennett noted it may be cheaper to have ES&S come and pay \$40,000 than for Envista to come.

Ms. Nielsen stated it's my understanding is they're going to pay for Envista and they aren't \$40,000, that was the original piece of information that was provided by ES&S. County Administrator Crombie replied CORSA has always said they will pay for Envista, the \$120,000 price was based upon what the Board of Elections provided. The \$15,000 is completely new, so you are saying for \$15,000 you can have ES&S come out, stand and monitor what is done and Envista can come out at the total complete cost of CORSA, so for \$15,000 we can protect the integrity of the election, that what we're saying?

Commissioner Christian-Bennett stated because of the requirement, can we get CORSA to cover the expense of ES&S because it's not an option, they have to be there. County Administrator Crombie asked if the Board of Elections can obtain a written requirement that Envista is required to be there.

Commissioner Badalamenti suggests the involved parties together for a conference call on the issue.

Ms. Lyon noted when we were looking at Coastal Technologies, they were going to be here because they were actually doing more work as they were opening up the equipment, taking out the motherboards and that's coming off the table so we use that as a basis, it may be \$15,000, it may be less. Commissioner Christian-Bennett stated maybe we can take off Envista totally and we just have your vendor, that's what I'm getting at. If we can just have your vendor for \$15,000, I'm sure it'd be a lot less than if we had someone else, that's when I'm looking at Katie versus paying for your vendor and then ES&S why couldn't we just have ES&S?

Commissioner Badalamenti stated instead of having CORSA people come out, we get whoever has to stand by your side, you guys start the process and as soon as we find a problem, then we go from there.

Ms. Lyon noted Envista is free, but it will be part of our insurance claim is it better just to have them on-site? Administrator Crombie noted Envista is free but it will be part of our insurance claim. Chances are, I did not see any pictures that showed water on the machines, but clearly, you were there and you may have witnessed something different. What I can reiterate is that CORSA does not cover humidity-related issues, they only cover actual physical damage, so unless we have actual physical damage, Envista may not need to be there. Commissioner Badalamenti noted we could test the machine today and it could be bad tomorrow.

Administrator Crombie stated if we want ES&S to come out and they actually find physical damage and then we put that claim to CORSA, we can do that.

Administrator Crombie asked Ms. Lininger if we could remove Envista because now the \$15,000 is at our expense and Ms. Smith noted the Board of Elections is not okay with that because we need a third party, and Commissioner Badalamenti replied you're the third party. Ms. Smith noted ES&S isn't the expert that Envista is. Commissioner Badalamenti stated CORSA is going to send Envista to take a look at it, but they can't touch any of the machines because they don't have the qualifications to do that because we're going to get rid of the warranty if they touched the machine. We're going to have somebody on site from Envista, or yours, that would be there at the exact same time to test the machines to see and we already believe that humidity is not an issue here, but we need to run each machine through their logic testing, to be able to find out logically if there's something wrong with that machine. Ms. Smith replied why wouldn't you or CORSA want a third party there, not our folks? Commissioner Christian-Bennett stated why are we wasting so much money and Ms. Smith noted it's not a waste of money when it comes to a water and humidity issue.

Commissioner Badalamenti explained the company that makes these machines says there's a very high likelihood there's absolutely nothing wrong, so why wouldn't we have the people that are there when you test them do the same test now to find out if there's something wrong with that machine? That's 100%.

County Administrator Crombie stated we can have a conversation with CORSA because they reserved the right to send someone out and we can all be on a conference call to figure this out. Ms. Neilsen will find the documentation necessary to move forward and County Administrator Crombie will set up the phone call.

## **MISCELLANEOUS**

### **Journal Entries:**

1. The Board of Commissioners approved the February 2023 adjustments to the Portage County Water, Portage County Sewer, and Streetsboro Sewer billing accounts as reported on the adjustment reports submitted and reviewed by the Department of Budget and Financial Management.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Tinlin

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

**Motion Carries**

2. The Board of Commissioners acknowledged receipt of the February 27, 2023 Certificate of the County Auditor that the Total Appropriations from each fund **DO EXCEED** the Amended Official Estimate of Resources for the fiscal year beginning January 1, 2023, as presented by the Portage County Auditor's Office.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Tinlin

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

**Motion Carries**

3. The Board of Commissioners acknowledged receipt of the February 28, 2023, Amended Certificate of Estimated Resources for the year beginning January 1, 2023, as submitted by the Portage County Budget Commission.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

4. In accordance with Ohio Revised Code Section 5747.53, the Board of Commissioners acknowledged receipt of the February 28, 2023 memo from the Portage County Budget Commission to the Political Subdivisions, regarding the alternative formula for Local Government Fund Distribution 2024 through 2033.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

5. The Board of Commissioners authorized Commissioner Anthony J. Badalamenti, President of the Board, to sign the Request for Release of Funds and Certification for the Ravenna Coleman House Demolition/Clearance, funded by the 2022 CDBG Allocation Grant, as presented by the Portage County Regional Planning Commission.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

6. The Board of Commissioners acknowledged receipt of the March 6, 2023 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Amended Official Estimate of Resources for the fiscal year beginning January 1, 2023, as presented by the Portage County Auditor's Office.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

**Resolution:**

1. Reappointing Ted St. John to the Region 13 OneOhio Governance Board./Resolution No. 23-0182

11:03 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the Board of Commissioners moves into executive session to consider the compensation of a public employee. Also present:

Administrator Michelle Crombie, Department of Budget and Financial Management Director Jackie Petty and Human Resources Director Tami Soltis. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

11:09 AM Upon conclusion of the above-referenced discussion, it was moved by Anthony J. Badalamenti, seconded by Sabrina Christian-Bennett that the Board of Commissioners moves out of executive session. Roll call vote: Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

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

Commissioner Badalamenti indicated I was asked to go on a 501C3 and I wondered if I do that, would it affect me as a Commissioner? I had County Administrator Crombie contact the Ohio Ethics Commission and it appears if a Commissioners sit on any non-profit board the Commissioners provide funding for, I would need to abstain from voting. Commissioner Christian-Bennett noted the other two Commissioners can vote on it, but you would abstain for that reason.

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**RESOLUTION NO. 23-0170     -     RE:   TRANSFER FROM FUND 0001, GENERAL  
FUND TO FUND 1414, CHILD SUPPORT  
GENERAL ADMINISTRATION**

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

**WHEREAS,**            the Portage County Board of Commissioners has agreed to provide the local match for Child Support IV-D contract payments; and

**WHEREAS,**            it is necessary to do a transfer from the General Fund; now therefore be it

**RESOLVED,**            that the following transfer of funds be made in the amount of \$1,365.07 for February 2023 IV-D contract payments local match for Clerk of Courts November 2022 payment as reviewed and recommended by the Department of Job & Family Services:

**FROM:**

**FUND 0001, COUNTY GENERAL FUND**

**ORGCODE - 00100009**

**Debit Expense Account**

**Object: 910000- Transfer Out**

**\$1,365.07**

**TO:****FUND 1414, CHILD SUPPORT GENERAL ADMINISTRATION****ORGCODE - 14140512****Credit Revenue Account****Object: 280000 – Transfer In****Project NONE****\$1,365.07**

; 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:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea;

Mike Tinlin, Yea;

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**RESOLUTION NO. 23-0171****-**

**RE: TRANSFER FROM FUND 4252, SILICA  
SAND ROAD BRIDGE REPLACEMENT TO  
FUND 1201, MOTOR VEHICLE AND GAS  
TAX**

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

**WHEREAS,**

the **Silica Sand Road Bridge Replacement Project** has been completed, all payments have been made on behalf of said project and all costs have been booked, and

**WHEREAS,**

the Portage County Engineer has requested a transfer of residual equity for the purpose of closing out Fund 4252, **Silica Sand Road Bridge Replacement Project**, due to project completion and crediting Fund 1201, Motor Vehicle and Gas Tax; and

**WHEREAS,**

the Portage County Board of Commissioners approved the transfer of residual equity for the purpose of closing out said fund due to project



completion; now therefore be it

**RESOLVED,** that the following transfer of funds be made in the amount of \$2,587.14

**FROM:**

FUND 4252, SILICA SAND ROAD BRIDGE REPLACEMENT

ORGCODE – 42528209

Debit Expense Account

Object: 910000 – Transfers Out \$2,587.14

**TO:**

FUND 1201, MOTOR VEHICLE AND GAS TAX

ORGCODE- 12018202

Credit Revenue Account

Object: 280000 - Transfer In \$2,587.14

; and be it further

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

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

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**RESOLUTION NO. 23-0172 - RE: TRANSFER FROM FUND 4253, HARTVILLE ROAD RESURFACING TO FUND 1201, MOTOR VEHICLE AND GAS TAX**

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

**WHEREAS,** the **Hartville Road Resurfacing Project** has been completed, all payments have been made on behalf of said project and all costs have been booked, and

**WHEREAS,** the Portage County Engineer has requested a transfer of residual equity for the purpose of closing out Fund 4253, **Hartville Road Resurfacing Project**, due to project completion and crediting Fund 1201, Motor Vehicle and Gas Tax; and

**WHEREAS,** the Portage County Board of Commissioners approved the transfer of residual equity for the purpose of closing out said fund due to project completion; now therefore be it

**RESOLVED,** that the following transfer of funds be made in the amount of \$33,862.98

**FROM:**

FUND 4253, HARTVILLE ROAD RESURFACING

ORGCODE – 42538109

Debit Expense Account

Object: 910000 – Transfer Out \$33,862.98

**TO:**

FUND 1201, MOTOR VEHICLE GAS TAX FUND

ORGCODE- 12018102

Credit Revenue Account

Object: 280000 – Transfers Out \$33,862.98

; and be it further

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

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

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**RESOLUTION NO. 23-0173**

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**RE: APPROVE EXPENSES FOR PORTAGE  
COUNTY REGIONAL AIRPORT AUTHORITY**

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

- WHEREAS,** the Portage County Regional Airport is in need of several repairs to the property; and
- WHEREAS,** the Portage County Regional Airport Authority is in need of funding for said repairs; now therefore be it
- RESOLVED,** that the Board of Commissioners approves expenses up to \$102,758 from Fund 0001, General Fund for repairs at the Portage County Regional Airport; and be it further
- RESOLVED,** that a certified copy of this resolution be filed with the Department of Budget and Financial Management and the 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 meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

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**RESOLUTION NO. 23-0174      -      RE:    ENTER INTO AMENDMENT NO. 1 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 Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

- WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20220537 (the "Original Contract") on July 21, 2022 by Resolution No. 22-0462 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,** the parties desire to amend the Original Contract; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby enter into an Amendment No. 1 between the Board of Commissioners on behalf of Portage County Job & Family Services and Coleman Professional Services, Inc. to increase the agreement by three hundred twenty-four (324) units and three thousand and 00/100 dollars (\$3,000.00) for the period of October 1, 2022 through September 30, 2023; and be it further
- RESOLVED,** that the total amount of this Agreement is not to exceed Sixty-three thousand three hundred forty-four and 84/100 dollars (\$63,344.84) and six thousand nine hundred (6,900) units; 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:

Anthony J. Badalamenti, Yea;	Sabrina Christian-Bennett, Yea;	Mike Tinlin, Yea;
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**RESOLUTION NO. 23-0175      -      RE:    ENTER INTO AMENDMENT NO. 2  
BETWEEN THE PORTAGE COUNTY BOARD  
OF COMMISSIONERS ON BEHALF OF  
PORTAGE COUNTY JOB & FAMILY  
SERVICES ("PCJFS") AND EMERALD  
TRANSPORTATION TO PROVIDE  
TRANSPORTATION SERVICES.**

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

- WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20210389 (the "Original Contract") on April 1, 2021 by Resolution No. 21-0239 to provide Transportation Services for eligible

PCJFS clients to and from appointments or employment/training sites; and

**WHEREAS,** an Amendment No. 1 was entered into on March 10, 2022 through Resolution No. 22-0173 to renew the agreement one (1) additional year from May 1, 2022 through April 30, 2023; and

**WHEREAS,** the parties desire to amend the Original Contract to continue such services, now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into Amendment No. 2 between the Board of Commissioners on behalf of Portage County Job & Family Services ("PCJFS") and Emerald Transportation to amend the Agreement to increase compensation by One hundred thousand and 00/100 dollars (\$100,000.00) needed to cover the outstanding obligations for the cost of expansion of Transportation Services; and be it further

**RESOLVED,** that total amount of this agreement is not to exceed Two Hundred Eighty Thousand and 00/100 dollars (\$280,000.00); and be it further

**RESOLVED,** that funding for this agreement will come from Job & Family Services funds 1410 and 1413; and be it further

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

Roll call vote as follows:

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

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**RESOLUTION NO. 23-0176**

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**RE: ENTER INTO A WORKFORCE INNOVATION FUND SUBGRANT AGREEMENT BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF PORTAGE COUNTY JOB & FAMILY SERVICES, THE NORTHEAST OHIO CONSORTIUM COUNCIL OF GOVERNMENTS, AND THE PORTAGE DEVELOPMENT BOARD.**

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

- WHEREAS,** Northeast Ohio Consortium of Governments (the "NOC COG") made by the Ohio Department of Job and Family Services (ODJFS) was awarded a grant pursuant to Title I of the Workforce Innovation and Opportunity Act of 2014 (WIOA) for the program year commencing January 1, 2023 for Business Resource services; and
- WHEREAS,** the Northeast Ohio Consortium Council of Governments has been designated as a Subgrantee and the Fiscal and Administrative Agent for the Business Resource Network within Geauga, Ashtabula and Portage Counties; and
- WHEREAS,** on November 9, 2022, the NOC COG issued a Request for Proposals ("RFP") to perform the County Account Executive work from experienced workforce and economic professionals and was sent to *fourteen(14) potential providers; and*
- WHEREAS,** one (1) proposal was received, opened and tabulated for above mentioned services; and
- WHEREAS,** the Portage Development Board is willing and able to provide these services; and
- WHEREAS,** this Agreement will be used to detail the terms of the relationship between the Northeast Ohio Consortium of Government, Portage County Job & Family Services and Portage Development Board; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners on behalf of Portage County Job & Family Services agree to enter into Agreement with the Northeast Ohio Consortium Council of Governments and Portage Development Board for the term January 1, 2023 through June 30, 2024; and
- RESOLVED,** that the total amount of this Agreement is not to exceed Seventy-Five Thousand and 00/100 dollars (\$75,000.00); and
- RESOLVED,** FUND 1413 will be used to pay for this agreement; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea;

Mike Tinlin, Yea;

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**RESOLUTION NO. 23-0177**

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**RE: APPROVING THE AMENDMENT TO THE  
PROFESSIONAL SERVICES AGREEMENT  
BETWEEN THE BOARD OF  
COMMISSIONERS, DOMESTIC RELATIONS  
COURT AND DIXIE L. BENSHOFF, PH.D.**

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

**WHEREAS,** the Portage County Board of Commissioners ("Board"), the Portage County Common Pleas Court Domestic Relations Division and Dixie L. Benshoff, Ph.D. have previously executed a professional services agreement to provide parenting seminars for parents of children involved in a legal separation, divorce, or a dissolution action in Portage County; and

**WHEREAS,** effective September 23, 2022 additions to Section 2301.03(P) of the Ohio Revised Code went into effect, which have expanded the Portage County Common Pleas Court Domestic Relations Division's jurisdiction and it is necessary for the professional services agreement to be amended to provide additional services due to an increase in the Domestic Relations Court's caseload; now therefore be it

**RESOLVED,** that the Board hereby approves and will execute the Amendment to the Agreement for Professional Services Between the Portage County Board of Commissioners, the Portage County Common Pleas Court Domestic Relations Division and Dixie L. Benshoff, Ph.D. to provide additional programs in 2023 to satisfy that court's increased need for 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 the Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea;

Mike Tinlin, Yea;

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RESOLUTION NO. 23-0178

RE: **AUTHORIZE EXECUTION OF AN  
AGREEMENT BETWEEN THE PORTAGE  
COUNTY BOARD OF COMMISSIONERS  
AND THE PORTAGE COUNTY COMBINED  
GENERAL HEALTH DISTRICT FOR THE  
PURPOSE OF COOPERATION AND  
COORDINATION AS IT RELATES TO THE  
EXECUTION OF RESPONSIBILITIES OF  
THE PORTAGE COUNTY STORM WATER  
DISTRICT**

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

**WHEREAS** the Portage County Board of Commissioners intends to engage the Portage County Combined General Health District to perform certain monitoring, investigating, inspection and testing services required by Portage County's Ohio Environmental Protection Agency (OPEA) National Pollution Discharge Elimination System (NPDES) Phase II permit at a cost not to exceed \$350,000.00 for the period of January 1, 2023 through December 31, 2023; now therefore be it

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

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

Roll call vote as follows:

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

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RESOLUTION NO. 23-0179

RE: **APPROVE THE SPECIFICATIONS AND SET  
THE BID DATE FOR THE PORTAGE  
COUNTY JUSTICE CENTER DISPATCH**



## RENOVATION.

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

- RESOLVED,** that the bid specifications for receiving bids for the Portage County Justice Center Dispatch Renovation be and hereby are approved; and be it further
- RESOLVED,** that sealed bids, therefore, will be accepted by the Portage County Director of Internal Services, South Chestnut St. Entrance, County Administration Building, 449 South Meridian St., Ravenna, Ohio until 2:00 p.m. on April 19, 2023; and be it further
- RESOLVED,** that the notice of receiving bids shall be published in the Record Courier on March 27 and April 3, 2023 and a copy thereof be posted on the bulletin board in the Portage County Internal Services Office forthwith; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

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**RESOLUTION NO. 23-0180      -      RE:      AMEND RESOLUTION 23-0065, ADOPTED  
JANUARY 26, 2023 APPROVING PLANS,  
SPECIFICATIONS AND SET THE BID DATE  
FOR THE HVAC EQUIPMENT  
REPLACEMENT AT THE RIDDLE BLOCK  
BUILDING.**

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

**WHEREAS,** resolution 23-0065 accepted the plans and specifications and set date for accepting bids for the HVAC Equipment Replacement at the Riddle Block, and

- WHEREAS,** bids received for the HVAC Equipment Replacement at the Riddle Block were rejected with Resolution No. 23-0158 due to incomplete forms submitted; and be it further
- RESOLVED,** that plans and specifications, as submitted, are approved for the HVAC Equipment Replacement and will be re-bid, and be it further
- RESOLVED,** that sealed bids will be accepted by the Portage County Director of Internal Services, Portage County Administration Building (Chestnut Street Entrance), 449 South Meridian Street, Ravenna, Ohio 44266 until **2:00 P.M.**, Local Time, **March 29, 2023**; and be it further
- RESOLVED,** that Notice of Receiving Bids shall be published in the Record Courier on **March 10, 2023** and a copy thereof be posted on the Official Bulletin Board of the Board of Portage County Commissioners forthwith, and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

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**RESOLUTION NO. 23-0181      -      RE:    AMEND RESOLUTION 23-0124, ADOPTED FEBRUARY 23, 2023 - AUTHORIZE GRANT APPLICATION IN THE AMOUNT OF \$53,064.00 TO THE OFFICE OF OHIO ATTORNEY GENERAL DAVE YOST STATE OF OHIO LAW ENFORCEMENT BODY ARMOR GRANT PROGRAM ON BEHALF OF THE PORTAGE COUNTY SHERIFF'S OFFICE.**

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

**WHEREAS,** it has been determined by the Board of Commissioners that the amount included in Resolutions No. 23-0124 must be corrected from a total grant amount of \$53,064.00 with a local match requirement of \$13,266.00 and

**RESOLVED,** that the amount in **Resolution No. 23-0124** is hereby amended to a **total grant amount of \$15,048.00** with a local match requirement of **\$3,762.00** and **\$11,286.00** in grant funds; 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.

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## 0713

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 (Resolution # 2-18-23.3 approved during their February 18<sup>th</sup>, 2023 meeting in Atwater Township) to represent the unincorporated areas located within Portage County as nominated by the Portage County Township Association; 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 vote as follows:

Anthony J. Badalamenti, Yea;          Sabrina Christian-Bennett, Yea;          Mike Tinlin, 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 9(I), the Board of Commissioners acknowledges and approves the County Administrator's approval to:

1. Accept the resignation of Cindy Moore, Administrator in Child & Adult Protective Services, Children Services, for the Portage County Job & Family Services effective March 6, 2023.

**Motion:**          **Commissioner Tinlin**

**Seconded:** **Commissioner Christian-Bennett**

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

2. Authorize the three-day internal posting of non-bargaining position, for an Administrator in Child and Adult Protective Services, Children Services for the Portage County Job & Family Service, with an external posting if no internal appointment is made.

**Motion: Commissioner Tinlin**

**Seconded: Commissioner Christian-Bennett**

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

**Motion Carries**

3. Agree to rescind the recommendation to hire Dutchess Murray for the OMJ Case Manager position for Portage County Department of Job & Family Services due to candidate declining the position and authorize the reposting of this position.

**Motion: Commissioner Tinlin**

**Seconded: Commissioner Christian-Bennett**

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

**Motion Carries**

4. Accept the resignation of Matt Brown, Regional Wastewater Superintendent for the Portage County Water Resources effective March 31, 2023.

**Motion: Commissioner Tinlin**

**Seconded: Commissioner Christian-Bennett**

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

**Motion Carries**

5. Authorize the three-day internal posting of non-bargaining position, for a Regional Wastewater Superintendent, Portage County Water Resource, with an external posting if no internal appointment is made.

**Motion: Commissioner Tinlin**

**Seconded: Commissioner Christian-Bennett**

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

**Motion Carries**

6. Approve anniversary/probationary step increase for the following non-bargaining employees:

a. *Christine Herra ~ JFS*

b. *Kaylyn Kane ~ JFS*

c. *Lisa Lahrmer ~ JFS*

d. *Sharon Spence ~ JFS*

**Motion: Commissioner Tinlin**

**Seconded: Commissioner Christian-Bennett**

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

7. Direct the Auditor's Office to pay/process the March 2, 2023 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 Tinlin**

**Seconded: Commissioner Christian-Bennett**

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

**Motion Carries**

Expenditure Review		
County Funds: (0001 – 8399)		
Bill Payment and ACH list totaling:		
Bill Payment list	\$1,167,137.34	(Includes late fees of: \$107.39)
ACH/Neil Group of	\$0	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$128,144.52	
Medical Mutual Claims of	\$91,898.16	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$0	
Journal Vouchers totaling:	\$24,631.91	
Then and Now list totaling:	\$514,629.18	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

8. Process the March 2, 2023 budget amendments as reviewed and recommended by the Department of Budget and Financial Management.

**Motion: Commissioner Tinlin**

**Seconded: Commissioner Christian-Bennett**

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

**Motion Carries**

9. The Board of Commissioners agrees to move forward with updating the current streaming system, in the Commissioners' Boardroom, with the total amount not to exceed \$8,000.00. Information Technology staff will perform installation and configuration of the system in-house.

**Motion:** Commissioner Tinlin

**Seconded:** Commissioner Christian-Bennett

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

**Motion Carries**

10. The Board of Commissioners approved the February 2023 adjustments to the Portage County Water, Portage County Sewer, and Streetsboro Sewer billing accounts as reported on the adjustment reports submitted and reviewed by the Department of Budget and Financial Management.

**Motion:** Commissioner Tinlin

**Seconded:** Commissioner Christian-Bennett

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

**Motion Carries**

11. The Board of Commissioners acknowledged receipt of the February 27, 2023 Certificate of the County Auditor that the Total Appropriations from each fund **DOES EXCEED** the Amended Official Estimate of Resources for the fiscal year beginning January 1, 2023, as presented by the Portage County Auditor's Office.

**Motion:** Commissioner Tinlin

**Seconded:** Commissioner Christian-Bennett

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

**Motion Carries**

12. The Board of Commissioners received the February 28, 2023 Amended Certificate of Estimated Resources for the year beginning January 1, 2023 as submitted by the Portage County Budget Commission.

**Motion:** Commissioner Tinlin

**Seconded:** Commissioner Christian-Bennett

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

**Motion Carries**

13. In accordance with Ohio Revised Code Section 5747.53, the Board of Commissioners acknowledged receipt of the memo to political Subdivisions regarding an alternative formula for Local Government Fund Distribution 2024 through 2033 as presented by the Portage County Budget Commission.

**Motion:** Commissioner Tinlin

**Seconded:** Commissioner Christian-Bennett

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

14. The Board of Commissioners authorized Commissioner Anthony J. Badalamenti to sign the Request for Release of Funds and Certification for the Ravenna Coleman House Demolition and is being funded out of the 2022 CDBG Allocation Grant as presented by the Portage County Regional Planning Commission.

**Motion:** Commissioner Tinlin

**Seconded:** Commissioner Christian-Bennett

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

15. The Board of Commissioners acknowledged receipt of the March 6, 2023 Certificate of the County Auditor that the Total Appropriations from each fund does not exceed the Amended Official Estimate of Resources for the fiscal year beginning January 1, 2023, as presented by the Portage County Auditor's Office.

**Motion:** Commissioner Tinlin

**Seconded:** Commissioner Christian-Bennett

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

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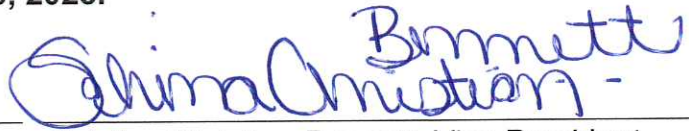
**Motion:** by Commissioner Badalamenti, seconded by Commissioner Christian-Bennett that the Board adjourns the Meeting of **March 9, 2023, at 11:10 AM.**

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

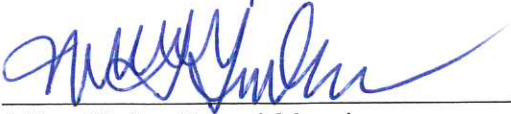
We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of **March 9, 2023.**



Anthony J. Badalamenti, President



Sabrina Christian-Bennett, Vice President



Mike Tinlin, Board Member



Amy Hutchinson, Clerk