



Portage County Board of Commissioners
Meeting Minutes

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

Kassidy Parbel, Clerk
330-297-3600

Thursday, July 13, 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. The Board of Commissioners approves the July 6th 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

DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: Director Jackie Petty

Director Petty stated that the Resolution that was being brought forward was a cash advance to the Sheriff's Office for their Motorcycle Grant, which is a reimbursement grant.

Commissioner Christian-Bennett verified that after the Sheriff's Department receives the funds then the County will get the money back.

Journal Entries:

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

1. Direct the Auditor's Office to pay/process the July 6, 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		
County Funds: (0001 – 8399)		
Bill Payment and ACH list totaling:		
Bill Payment list	\$1,012,606.66	(Includes late fees of: \$0)
ACH/Neil Group of	\$0	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$0	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$0	
Journal Vouchers totaling:	\$147,594.84	
Then and Now list totaling:	\$53,918.57	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

2. Process the July 6, 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. Cash Advance from Fund 0001, General Fund to Fund 1117, Motorcycle Grant./Resolution No. 23-0431

ENGINEER'S OFFICE

Present: Engineer Larry Jenkins Jr. & Storm Water Educator Lynn Vogel

Discussion:

1. Amendment to Storm Water Grant

Engineer Larry Jenkins introduced Lynn Vogel as the Storm Water Educator and stated that they would like to review a Storm Water Amendment. There was an educational grant that was implemented with a resolution as part of the stormwater utility in 2022. A new teacher has taken over running the program at Ravenna High School and Lynn Vogel has taken a lot of time working with the school to modify the grant agreements to benefit education. The modifications that are taking place do not change the original grant agreement cost of \$24,000. Mr. Jenkins stated that Lynn Vogel did a phenomenal job on the project.

Lynn Vogel stated that the previous educator that she worked with at Ravenna High School had to leave her position for personal reasons. She was very committed to wetland education and was interested in having floating decks or supported platforms installed in the wetland for her class to utilize as well as trails throughout. These decks were included in the original scope of work. The new educator is still committed to wetland education but would like to take away the supported platforms. The grant still includes all the same materials such as boots and equipment to collect samples for field identification. But instead of the floating decks they now are proposing that they construct a nature trail around the school perimeter. It would be more open to other subject areas and the community. Walking trails have been completed at other schools such as Garfield and Waterloo. Students there created stormwater messaging signs which is also the intention of Ravenna.

Ms. Vogel showed examples to the Commissioners of what the signs would look like and explained that they are going to enhance an existing kiosk by the tennis courts.

Ms. Vogel showed an example of the kiosk at Waterloo School. It has messaging inside the kiosk which explains how permeable pavers work and why impervious surfaces are a problem. Ms. Vogel presented pictures of the Waterloo Trail as an example and explained how the trail at Ravenna will be similar in the addition of bird boxes, nest boxes, and feeding plates for wildlife. A quarter (1/4) acre pollinator habitat will also be added right along the trail.

Commissioner Badalamenti asked how much area was available around Ravenna High School. Ms. Vogel said that the trail will be about a mile along the outskirts of the property.

Commissioner Christian-Bennett added that it is all wetlands. Ms. Vogel responded that they are addressing that concern with the addition of three (3) wood bridges to pass through the wet areas. Six (6) benches along the trail will also be added.

Ms. Vogel presented examples of the signs that were created by Art Students at Garfield High School when the Nature Trail was created there. The Ravenna Trail will depict a strong storm water message at the beginning with use of the Ravenna Mascot, the Raven.

Mr. Jenkins added that this is a cooperative type of grant where they are collaborating with the City of Ravenna who also have a financial investment in the project of around \$5,000.

Ravenna High School has also contributed and started performing work. He states that it is a good proposal and that Ms. Vogel, and the school have done great at working through the challenges. Mr. Jenkins appreciates the partnership.

Commissioner Badalamenti stated that the biggest difference is the elimination of the floating decks which he feels could have caused safety concerns.

Ms. Vogel agrees and states that she prefers the updated plan, but the support she provides is to the educator and their needs. She thinks that the updated plan will be utilized more by other educators from a range of departments as well as community members.

The resolution will be coming forward with Internal Services. The Commissioners thanked Ms. Vogel and Mr. Jenkins for their time and asked if they could be informed when the Trail Project was coming close to completion.

INTERNAL SERVICES

Present: Michelle Crombie

Administrator Crombie stated that Interim Director Kautzman had a scheduling conflict, and she would be present at the following meeting to deliver project updates.

Resolutions:

1. The Board of Commissioners agrees for a public announcement of available contract for professional construction administration services for the project known as Stanley Road (WIN-153) Bridge Replacement./Resolution No. 23-0432
2. The Board of Commissioners accepts the proposal from John Wackerly Inspection, LLC for providing professional services for the Portage County 2023 Annual Bridge Inspection Program./Resolution No. 23-0433
3. The Board of Commissioners enter into the first amendment to the Agreement between the Portage County Board of Commissioners and Ravenna School District./Resolution No. 23-0434
4. The Board of Commissioners approves specifications and set the bid date for the Portage County Juvenile Court Furniture Package on behalf of the Board of Commissioners'./Resolution No. 23-0435
5. The Board of Commissioners agrees to enter into a memorandum of understanding between Portage County Job & Family Services and Kinnect./Resolution No. 23-0436

6. The Board of Commissioners approves specifications and set bid date for providing a three-year biosolids disposal contract for the Portage County Water Resources Department./Resolution No. 23-0437
7. The Board of Commissioners agrees to award and enter into a contract with TMA Architects for architectural services for ADA improvements to the Freedom Township one-room schoolhouse located at 7276 State Route 303 in Freedom Township./Resolution No. 23-0438

HUMAN RESOURCES

Present: Director Tami Soltis

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 Logan Jones, Canvasser, for Portage County Dog Warden effective July 13, 2023.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

Commissioner Tinlin added a discussion to the first Journal Entry asking if there was any information as to why Mr. Jones was resigning. Director Soltis explained that he accepted a job out of the County and that was going to be a great opportunity.

Commissioner Tinlin asked if the situation was similar for Ms. Craft since she is also resigning from her position. Director Soltis explained that Ms. Craft was previously on the path to being accepted into an academy and is pursuing that.

2. Accept the resignation of Jessica Craft, Canvasser, for Portage County Dog Warden effective July 13, 2023.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

3. Accept the resignation of Casey Mayer, Social Service Worker 3 ~ Group Home, for Portage County Job & Family Services effective August 11, 2023.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

4. Authorize the internal posting for 3 days and then an external posting of a bargaining position, for Social Service Worker 3 ~ Group Home ~ Part-Time, for the Portage County Job & Family Services.

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 hire of Leighann Fultz, Clerical 4, Portage County Job & family Services. The tentative start date is Monday, July 17, 2023. The Board of Commissioners agrees that this hire is contingent upon the applicant passing the required pre-employment screenings.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

6. Authorize the hire of Payton Pfile, Part-Time Driver, Portage County Job & Family Services. The tentative start date is Monday, July 17, 2023. The Board of Commissioners agrees that this hire is contingent upon the applicant passing the required pre-employment screenings.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

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

a. Lee McClain ~ JFS

b. Eric Agyare ~ JFS

c. Lisa Harris ~ JFS

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

COUNTY ADMINISTRATOR

Administrator Crombie stated that there is a series of executive sessions. The first one the Board requested.

EXECUTIVE SESSION

9:16 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 move into executive session to consider the promotion of a public employee. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

9:45 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

After exiting executive session, the Board took no action.

EXECUTIVE SESSION

9:45 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 move into executive session to consider the promotion of a public employee. Also present: County Administrator, Michelle Crombie. Roll call vote: Anthony J. Badalamenti, Yea; Mike Tinlin, Yea; Sabrina Christian-Bennett, Yea;

9:55 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

After exiting executive session, the Board took no action.

EXECUTIVE SESSION

9:55 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 move into executive session to consider the promotion of a public employee. Also present: County Administrator, Michelle Crombie. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

10:04 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

After exiting executive session, the Board took no action.

PUBLIC COMMENT

Mr. Frank Hairston along with Gene Brown, Jason Mack and Rick Maxwell turned in a Public Comment Form. The topic regards changing the name of Portage Street to Deseree Liddell Boulevard.

Mr. Hairston addressed the Commissioners with Mr. Gene Brown by saying that they are representing the Skeel's Community. He states that by ORC 554.104 a Board of County Commissioners may change the name of a Township Road on the Board's own motion. He is asking for the name of Portage Street altered to Deseree Liddell Boulevard in honor of Mrs. Liddell.

Commissioner Badalamenti asked Mr. Hairston to explain who Mrs. Liddell is. Mrs. Liddell is a long-time Portage County resident who has lived in the Skeel's Community. She helped raise Mr. Hairston and Mr. Brown along with many other people. Mrs. Liddell has done great things not only in the Skeels Community and the Black Community but all over Portage County. She has run the Skeels Community Center and sat on many Boards throughout the County over the years. She is an author. She has great love for the community, the people, and Portage County. She always has positive things to say about Portage County as this is where she raised her family after she came here from Alabama. Mr. Hairston asks that they change the name of the street to honor her.

Commissioner Badalamenti clarified that the name of the street would change to be Deseree Liddell Boulevard.

Mr. Gene Brown added that Mrs. Liddell started a tutoring program for young kids in the early 60's. She ended up being affiliated with Kent State. Mr. Brown's first introduction to Mrs. Liddell was being a part of that program.

Commissioner Badalamenti asked how old Mr. Brown was when he participated in the tutoring program. Mr. Brown states that he was in the seventh grade. The interesting part was Mrs. Liddell was able to get the Kent State Students to come to her house to tutor.

Mr. Hairston stated that was before there was a center. He added that Mrs. Liddell was also instrumental in getting water and sewer in the Skeels and King Kennedy Community Centers. She also had an influence in the implementation of paved roads in the area.

Commissioner Christian-Bennett asked how many residents would be impacted by the name change? Mr. Hairston answered that there are only two (2) structures on Portage Street. One is a church, and the other is a metropolitan house. He has spoken to all who would be impacted, and everyone is on board with the change. Mr. Hairston stated that they decided to change "street" to "boulevard" because there are not many boulevards, and they are hoping that the name would give appeal and bring organizations to build more homes in the McElrath and Skeels Communities.

A Community Group has been created and they are planning on implementing some positive changes. The group is currently working with Ravenna Township Trustees on the demolition of a barn that is located behind the church.

Commissioner Tinlin stated that he started working in the County in the late 70's. He states that Mrs. Liddell was a mentor for him in the area and that she was always a genuine lady. He agrees with putting forth the motion for the street name change. Commissioner Badalamenti and Commissioner Christian-Bennett agree that it is a good idea.

Commissioner Christian-Bennett asked Mrs. Liddell's age. Mr. Hairston replied that she is 95 and still attends different events. He also acknowledged another special lady Mrs. Prisby, who is 101 years old.

Commissioner Badalamenti asked how long they have lived in the Community. Mrs. Liddell has lived in the Community for over 50 years. Mr. Hairston gave some history pertaining to how the family moved here for Mrs. Liddell's husband to work at the Ravenna Arsenal.

The neighborhood of Skeels and McElrath was created for Black workers at various places such as the Arsenal and Chrysler. Mr. Hairston continued by stating that once owned by a farmer, the area was sectioned out and auctioned off at a movie theatre in Cleveland. He concluded by stating that there is a lot of interesting history in the area.

Commissioner Christian-Bennett went through what the next steps of the process will be regarding the name change. The Prosecutor's Office will be contacted, and a Public Hearing will be held where the Ravenna Township Trustees and the public will be notified. It has been determined that there is a good cause to change the name. A resolution will be adopted, and then forwarded to the Engineers Office, the Auditor's Office, and the County Recorder to respectively note and change the record. The Commissioners' Clerk will reach out to the Prosecutor's Office to proceed with the resolution.

The Commissioners thanked Mr. Hairston and Mr. Brown for pursuing the change and stated that it was an excellent cause.

Mr. Hairston and Mr. Brown thanked the Commissioners for their time, and they stated that they would notify the Board when a Ribbon Cutting Ceremony will take place.

MISCELLANEOUS

Journal Entries:

1. Authorize AMS Title Agency to conduct a title search and retrieve copies of all deeds concerning real property titled to the Portage County Regional Airport Authority for the quoted amount not to exceed \$2,500.00.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

2. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for June 26, 2023, through July 2, 2023, as presented by Chief Dog Warden Dave McIntyre.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

3. The Board of Commissioners acknowledged receipt of the July 10, 2023, Certificate of the County Auditor that the Total Annual 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

4. The Board of Commissioners acknowledged the receipt of the Portage County Investment Portfolio Report for June 2023 as presented by the Portage County Treasurer.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

Resolutions:

1. Appointment of Homer Lucas to the Portage County Regional Airport Authority Board of Trustees./Resolution No. 23-0439

RECESS: 10:15 AM

RECONVENE: 11:00 AM

Commissioner Christian-Bennett announced that the following meeting would be held on Tuesday, July 18th in place of the Thursday, July 20th meeting.

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**RESOLUTION NO. 23-0431 - RE: CASH ADVANCE FROM FUND 0001,
GENERAL FUND TO FUND 1117,
MOTORCYCLE GRANT**

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following

resolution be adopted:

WHEREAS, Fund 1117, Motorcycle Grant is in need of interim cash until grant revenues are received; now therefore be it

RESOLVED, that the following cash advance be made in the amount of \$ 50,000.00:

FROM:

0001, GENERAL FUND

ORGCODE - 00100009

Debit Expense Account

Object 920000 - Advances-Out \$ 50,000.00

TO:

1117, MOTORCYCLE FUND

ORGCODE - 11177002

Credit Revenue Account

Object 290000 - Advances-In \$ 50,000.00

; and be it further

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

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

Roll call vote as follows:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea;

Mike Tinlin, Yea;

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RESOLUTION NO. 23-0432

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**RE: PUBLIC ANNOUNCEMENT OF AVAILABLE
CONTRACT FOR PROFESSIONAL
CONSTRUCTION ADMINISTRATION
SERVICES FOR THE PROJECT KNOWN AS
STANLEY ROAD (WIN-153) BRIDGE
REPLACEMENT.**

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

- WHEREAS,** R.C. 153.67 requires that a public authority planning to contract for professional services publicly announce all contracts available from it for such services; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners, by unanimous vote thereto, authorizes the announcement of the request for proposals for professional construction administrative services for the Portage County Engineer for the project known as Stanley Road (WIN-153) Bridge Replacement; and be it further
- RESOLVED,** that such notice shall comply with all terms and requirements of Ohio Revised Code 153.67; and be it further
- RESOLVED,** that the announcement requesting proposals will be published in the Record Courier July 14, 2023 and ODOTS Website on July 17, 2023, 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. 23-0433 - RE: ACCEPT PROPOSAL FROM JOHN WACKERLY INSPECTION, LLC FOR PROVIDING PROFESSIONAL SERVICES FOR THE PORTAGE COUNTY 2023 ANNUAL BRIDGE INSPECTION PROGRAM.

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

- WHEREAS,** the Portage County Engineer received a proposal from John Wackerly Inspection, LLC to perform bridge inspections on the County's 159 bridges; and
- WHEREAS,** it is the recommendation of the Portage County Engineer that the proposal of John Wackerly Inspection, LLC be accepted to perform said bridge inspections; now therefore be it

remain in force unless otherwise noted; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into a First Amendment to Agreement with Ravenna School 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 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. 23-0435 - RE: APPROVE SPECIFICATIONS AND SET THE
BID DATE FOR THE PORTAGE COUNTY
JUVENILE COURT FURNITURE PACKAGE
ON BEHALF OF THE BOARD OF
COMMISSIONERS.**

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 Juvenile Court Furniture Package be approved; and be it further

RESOLVED, that sealed bids, therefore, will be accepted by the Director of the Portage County Office of Internal Services, (Entrance off Chestnut) Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until 2:00 p.m., E.S.T. on August 9, 2023 and publicly opened and read; and be it further

RESOLVED, that the notice of receiving bids shall be published in the Record Courier on July 12th and July 19th, 2023 and a copy thereof be posted on the County's website and on the bulletin board of the Board forthwith; and be it further

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

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**RESOLUTION NO. 23-0437 - RE: APPROVE SPECIFICATIONS AND SET BID
DATE FOR PROVIDING A THREE YEAR
BIOSOLIDS DISPOSAL CONTRACT FOR
THE PORTAGE COUNTY WATER
RESOURCES DEPARTMENT.**

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

RESOLVED, that the bid specifications, as submitted for receiving bids for providing a three-year biosolids disposal contract for the Portage County Water Resources Department be and hereby are approved; and be it further

RESOLVED, that sealed bids, therefore, will be accepted by the Portage County Interim Director of Internal Services, Portage County Administration Building, 449 South Meridian St., (Chestnut St. Entrance) Ravenna, Ohio until 2:00 p.m., E.S.T. on July 27th, 2023; and be it further

RESOLVED, that the notice of receiving bids shall be published in the Record Courier on July 12th, 2023, posted and the County's website and a copy thereof be posted on the bulletin board of the Board forthwith; and be it further

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

Roll call vote as follows:

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

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**RESOLUTION NO. 23-0438 - RE: AWARD AND ENTER INTO CONTRACT
WITH TMA ARCHITECTS FOR
ARCHITECTURAL SERVICES FOR ADA
IMPROVEMENTS TO THE FREEDOM
TOWNSHIP ONE-ROOM SCHOOLHOUSE
LOCATED AT 7276 STATE ROUTE 303 IN
FREEDOM TOWNSHIP**

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

- WHEREAS,** nine (9) proposals were requested and mailed for architectural services for ADA improvements to the Freedom Township One-Room Schoolhouse located at 7276 State Route 303 in Freedom Township; and
- WHEREAS,** two (2) proposals were received, opened and tabulated by the Portage County Regional Planning Commission on July 5, 2023; and
- WHEREAS,** upon review of the proposals received, it is the recommendation from Lisa Reeves, CDBG Specialist, Portage County Regional Planning Commission the proposal from TMA Architects be accepted as the lowest and best proposal received; now therefore be it
- RESOLVED,** that the Board of Commissioners hereby agrees to accept and award the contract to TMA Architects, 101 Park Way North, P.O. Box 71, Ravenna, Ohio 44266 in the amount of Six Thousand Eight Hundred Dollars and 00/100 (\$6,800.00); and be it further
- RESOLVED,** that 2022 CDBG, Community Development Program funds will be utilized for this project; 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. 23-0439 - RE: APPOINTMENT OF HOMER LUCAS TO THE
PORTAGE COUNTY REGIONAL AIRPORT
AUTHORITY BOARD OF TRUSTEES**

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

- WHEREAS,** Ohio Revised Code Chapter 308 authorizes the creation of a Regional Airport Authority. The Portage County Regional Airport Authority Board of Trustees has been established for the purpose of acquiring, establishing,

constructing, operating, and promoting the use of the Portage County Regional Airport; and

WHEREAS, there is currently one (1) vacancy due to term expiration on the Board of Trustees; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby appoint the following member to a three (3) year term commencing on July 1st, 2023 and ending on June 30th, 2026:

Homer Lucas
hlucas@flykpov.com

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

1. Direct the Auditor's Office to pay/process the July 6, 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		
County Funds: (0001 – 8399)		
Bill Payment and ACH list totaling:		
Bill Payment list	\$1,012,606.66	(Includes late fees of: \$0)
ACH/Neil Group of	\$0	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$0	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$0	
Journal Vouchers totaling:	\$147,594.84	
Then and Now list totaling:	\$53,918.57	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

2. Process the July 6, 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

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:

3. Accept the resignation of Logan Jones, Canvasser, for Portage County Dog Warden effective July 13, 2023.

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 Jessica Craft, Canvasser, for Portage County Dog Warden effective July 13, 2023.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

5. Accept the resignation of Casey Mayer, Social Service Worker 3 ~ Group Home, for Portage County Job & Family Services effective August 11, 2023.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

6. Authorize the internal posting for 3 days and then an external posting of a bargaining position, for Social Service Worker 3 ~ Group Home ~ Part-Time, for the Portage County Job & Family Services.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

7. Authorize the hire of Leighann Fultz, Clerical 4, Portage County Job & family Services. The tentative start date is Monday, July 17, 2023. The Board of Commissioners agrees that this hire is contingent upon the applicant passing the required pre-employment screenings.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

8. Authorize the hire of Payton Pfile, Part-Time Driver, Portage County Job & Family Services. The tentative start date is Monday, July 17, 2023. The Board of Commissioners agrees that this hire is contingent upon the applicant passing the required pre-employment screenings.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

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

a. Lee McClain ~ JFS

b. Eric Agyare ~ JFS

c. Lisa Harris ~ JFS

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

10. Authorize AMS Title Agency to conduct a title search and retrieve copies of all deeds concerning real property titled to the Portage County Regional Airport Authority for the quoted amount not to exceed \$2,500.00.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

11. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for June 26, 2023 through July 2, 2023 as presented by Chief Dog Warden Dave McIntyre.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

12. The Board of Commissioners acknowledged receipt of the July 10, 2023 Certificate of the County Auditor that the Total Annual 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

13. The Board of Commissioners acknowledged the receipt of the Portage County Investment Portfolio Report for June 2023 as presented by the Portage County Treasurer.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

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Motion: by Commissioner Christian-Bennett, seconded by Commissioner Tinlin that the Board adjourns the Meeting of **July 13, 2023 at 11:00 AM.**

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


Motion Carries

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of **July 13, 2023.**



Anthony J. Badalamenti, President

Sabrina Christian-Bennett, Vice President

Mike Tinlin, Board Member

Kassidy Parbel, Clerk