



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 27, 2023,

8:30 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.

The Board of Commissioners approves the July 13th, 2023 and July 18th, 2023 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

EXECUTIVE SESSION

8:30 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 employment of a public employee or official. Also present: Mr. Ken Simmons and County Administrator, Michelle Crombie. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

9:19 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.

DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: Director Jackie Petty

Director Petty explained that the second Journal Entry regarding the NOPEC 2023 Energized Community Grant is the final piece where the grant is signed. The grant is finally accepted, and the money may be accessed.

Journal Entry #5 is also an authorization of signature that is now recently needed to pursue grant funds that were previously received. The funds are being pursued by Family and Community Services. The requested, signed document, says that the local government is approving of the Miller House shelter, in Kent, and is aware of its existence.

Resolution #1 was being called into question regarding the Sheriff's Office; the hiring of 8 new deputies and how the expenses were going to be tracked. This resolution allows creation of a new, separate fund that will be a good tracking mechanism.

Journal Entries:

1. The Board of Commissioners authorize Commissioner Anthony Badalamenti, President of the Board, to sign the Seventh Quarter Cash Reimbursement Request in the amount of \$77,839.98 for the EMPG FY22 Q-7 Grant, as prepared by the Portage County Office of Homeland Security and Emergency Management and reviewed by the Department of Budget & Financial Management, with no exceptions noted. Copies of this request will be kept on file at the Homeland Security and Emergency Management Office.

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 authorize Commissioner Anthony Badalamenti, President of the Board, to sign the NOPEC 2023 Energized Community Grant Agreement as reviewed by the Portage County Prosecutor's Office 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(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:

3. Direct the Auditor's Office to pay/process the July 20, 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	\$1,369,489.97	(Includes late fees of: \$0)
ACH/Neil Group of	\$0	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$57,319.15	
Medical Mutual Claims of	\$95,397.84	
Medical Mutual Flex Admin of	\$1,104.45	
Medical Mutual Flex Claims of	\$7,872.76	
Journal Vouchers totaling:	\$6,265.00	
Then and Now list totaling:	\$157,352.11	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

- Process the July 20, 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:

- Create Fund 1118, State of Ohio EMA (ARPA) First Responder Grant./Resolution No. 23-0444
- Transfer from Fund 0001, General Fund to Fund 1414, Child Support General Administration./Resolution No. 23-0445
- Transfer from Fund 1501, American Rescue Plan to Fund 5200, Portage County Sewer General Administration./Resolution No. 23-0446

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:

- Authorize to promote Kellan Towns, to Supervisor, of Portage Job & Family Service to be effective as of Monday, August 21, 2023.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

2. Authorize the three-day internal posting of the full time Quality Review Specialist for Portage County Job & Family Services along with 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. Authorize the three-day internal posting of the full time Full Time Driver for Portage County Job & Family Services with 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

4. Accept the resignation of Lennon Clemens, Social Service 4 Worker, for Portage County Job & Family Services 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. Authorize the three-day internal posting of the full time Social Service Worker 4 replacing for Portage County Job & Family Services with 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. Agree to rescind the recommendation to hire Leighann Fultz for the Clerical 4 position for Job & Family Services and authorize 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

7. Agree to rescind the recommendation to hire Payton Pfile for the Part-Time Driver position for Job & Family Services and authorize the reposting of this position.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

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

a. Christine Owens ~ Building Dept

b. Amanda Murphy ~ Water Resources

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

EXECUTIVE SESSION

9:28 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 employment or dismissal of a public employee or official. Also present: Human Resources Director, Tami Soltis, Water Resources Director, Daniel Blakely, and County Administrator, Michelle Crombie. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

9:35 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.

JOB & FAMILY SERVICES

Director Kellijo Jeffries and Financial

Discussion:

1. JFS May/June Data Report

Director Jeffries started by introducing the Board to Vanessa Beard. Ms. Beard will be taking over for Sue Brannon on her retirement. Ms. Beard is starting her JFS position after leaving the Community Action Council in Akron.

Director Jeffries wanted to bring attention to some historic data that shows the pre-COVID date of February 2020 as having 28,441 individuals on Medicaid. In May of this year the number was 37,717 and in June 37,017. This shows that the Medicaid participation numbers are decreasing. From March of this year to June the Medicaid numbers have dropped by around 1,200 individuals.

Commissioner Badalamenti asked how a re-determination is completed and how long before Director Jeffries feels it will be before the numbers are down to where they were before COVID. Director Jeffries explained that they ask for updated documents on housing and employment. They look at the individuals' financial eligibility.

Director Jeffries also stated that they have around 30 individuals who are employed as active Eligibility Specialists and they are hoping to have training for applicants in the fall to bring it back up to full staff which would include 4 more individuals. Additional funding still exists until next year, and Medicaid is monitoring all the counties monthly. Director Jeffries is hoping to complete the project by the year's end.

The next topic discussed is Child Care and the Federal Poverty Guideline. Eligibility standards have increased from 142% to 145% for Child Care subsidies, making more families eligible. The date has not been announced yet as to when it will go into effect. Commissioner Christian-Bennett asked if the 3% would make that much of a difference. Director Jeffries feels that it will make a difference since they often see individuals fall through the cracks due to a few dollars.

Director Jeffries presented the numbers of customers serviced by OMJ. There was a mistake in the May report which states there were 117 people serviced. In June, it jumps to 423. The June number is accurate. There are a few errors that are being reported regarding the Connections Program: The referral numbers received in May were 28 and not 56.

Portage County was invited to participate in the Benefit Bridge Program two years ago. It is a pilot program and Portage County is included with a core group of other counties. The program has incentives for those transitioning off public welfare into self-sufficiency. There is a decrease in applications from May until June, but the total number in the program has increased. Right now, there is a total of 29 individuals in the program. The state funded for 50 individuals. They are happy to continue after seeing that the new budget allocated for Benefit Bridge.

Commissioner Christian-Bennett thought that the program was going to be offered in all the counties now. Director Jeffries said that they have offered it, but in the process have narrowed the eligibility criteria.

Child Protective Services had 189 kids in their care as of June 2023 and 183 as of July 24th. Past data from 2020 shows there were 236 kids in care. A lot of effort is being put forth in re-unifying kids with families. There are to be some spear heading initiatives to come regarding adoption because there are currently 30 kids eligible. The goal is to reduce that number by 50% by the years end. There has been interest in adopting by several of the active foster families in the area. The age groups range from 0 to 18. Children 0-6 are more desirable than teens. A lot of times, teens are harder to match or do not want to be adopted. In that scenario, they would rather be emancipated from custody, and the department offers programs to help empower them for adulthood.

August is Child Support Awareness Month. Every month there are around 7,500 cases that the Child Support Enforcement Team monitors. There is about 1.8 – 1.9 million dollars that is disbursed monthly to families to help take care of kids.

Director Jeffries would like to mention a mistake in the previous month's information data. It was reported that there were 197 active employees. The correct number at the end of June is 191.

Commissioner Tinlin commended Director Jeffries and the Job and Family Services staff for all the hard work they do. Commissioner Christian-Bennett added that the Job and Family Services Department is the largest of all the departments and they cover such an array of issues. Director Jeffries stated that her department has impacted the lives of about a quarter of the population in Portage County in one way or another. She thanked the Commissioners for their recognition.

2. Quarter 2 2023 Customer Service Surveys Summary

The 2nd Quarter Customer Feedback Survey Results were reviewed. Director Jeffries feels that they are still doing well regarding what the public is saying about the department. There were 90 respondents. There are some concerns about the systems and wait-times. These concerns are being monitored.

Commissioner Tinlin mentioned that after reading the comments, he noticed that a majority of the negative comments were self-inflicted and not due to the department.

Commissioner Christian-Bennett asked about a call back option that has system errors and often hangs up on customers. Director Jeffries explained that State Services offer automatic call back options, and there is a glitch with that system. Tickets must be submitted to the State IT Department, and there is still work that needs to be completed in that area.

3. August 24th visit from ODJFS Director Damschroder – Discussion

The Director of The Department of Job and Family Services, Matt Damschroder, is planning on visiting all 88 Ohio Counties and will be in Portage on August 24 around 9 AM. Director Jeffries would like to introduce him to the Commissioners at that time.

4. Upcoming Tulip Town Poverty Simulation – Discussion

October 11th is being designated as the 2nd Annual Tulip Town Poverty Simulation. It portrays a month in the life of someone in poverty. All local elected officials, business leaders and board members are invited to attend. It highlights the services that Job and Family Services offer and how they impact those in poverty.

5. Child Support: August Child Support Awareness Activities – Discussion

Director Jeffries invited everyone to wear green on August 2nd in support of August being Child Support Awareness Month.

6. Public Assistance: Collaborative with The Haven of Portage County – Discussion

Job and Family Services is collaborating with the Haven. They would like to have staff visit the site a couple of days a month to educate individuals about the offered services. They would also like to be able to actively sign individuals up for programs.

Sue Brannon gave an update on the second, presented resolution stating that it is the final reimbursement from the Workforce Grant. It ended June 30th.

Resolutions:

1. Transfer from Fund 1414, Child Support Administration, to 1410 Public Assistance Fund./Resolution No. 23-0447
2. Transfer from Fund 1415, Child Welfare Special Levy Fund to Fund 1410 Public Assistance Fund./Resolution No. 23-0448

Recess at 9:53 AM

Reconvene at 10:00 AM

EXECUTIVE SESSION

10:02 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 employment of a public employee or official. Also present: Mr. Louis Smilanich and County Administrator, Michelle Crombie. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

10:46 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.

EMERGENCY MANAGEMENT AGENCY

Present: Director Ryan Shackelford

Director Shackelford started his update with informing the Commissioners that it is almost time to choose a general contractor to erect the MARCS Towers. Every site has brought forth different challenges. The site at the Deerfield ODOT garage needed more research completed due to the wet land that was adjacent to the property. The FAA decided that the Suffield Site was too high, and the tower height needed to be reduced. This caused delays. Currently, at the Garrettsville site Garfield School which is adjacent to the MARCS Tower property is building a new Athletic Annex as well as updating their track. New arrangements were asked to be made so efforts were not duplicated when updating the access roads. Plans were previously made by both EMA and Garfield Schools to update the access road, so it was thought that efforts could be better served by updating the extension to that road. Director Shackelford wanted to present the changes to the Commissioners, to make sure that the Board agrees with proceeding. Instead of the previous plan, they will now focus their efforts in moving soil and gravel to help with the renovation of the extension of the access road. He

presented a map to the Commissioners, so they had a visual of what changes were to be made. Exact cost is unknown, but the projections show that it should be lower or the same as previously accounted for. The Commissioners are okay with proceeding.

Commissioner Tinlin asked what the height difference is between the original design and the new at the tower in Suffield. Director Shackelford stated that the original tower was 330 feet and with the lightning rod the height was 345-348 feet. It is being reduced to 314 feet. Director Shackelford states that propagation maps show the change was minimal and there should not be any negative effects. The Suffield site is one of the highest locations in the County.

Commissioner Christian-Bennett asked where the exact location of the Suffield site is. Director Shackelford explained that if you are driving west on Waterloo Rd toward Summit County past the fire station; there is a ODNR property which will house the tower. The ODNR property is still going to be used as an archery club.

INTERNAL SERVICES

Present: Director Shannon Kautzman

Discussion:

Before starting the project updates, Director Kautzman wanted to give an update on the acquisition of a golf cart. She states that she reached out to the current security company, and they said they would provide a golf cart for \$400.00 a month. It was determined that was an elevated cost and it would be better to purchase. Purchasing cost will be between \$12,000-\$14,000 for an electric golf cart. The cost will be paid with the maintenance department's funds. Agreements will need to be made with the active security company, and waivers would need to be signed with the golf cart being insured itself.

Commissioner Tinlin feels that it is important to proceed with the purchase due to the inclement weather. He also feels that security will triple their times. The golf cart will be driven on the sidewalks; Commissioner Christian-Bennett confirmed that this is doable in the snow.

The Commissioners let Director Kautzman know that they would like her to move forward with the purchase. A resolution should be brought forward in the weeks to come. Director Kautzman confirmed that the Commissioners would like either a white or blue golf cart.

1. Project Updates

At the Administration Building, Ravenna Courthouse, Prosecutor's Office, Riddle Block and Records Center the contractor for the Keltron System will begin mapping the wiring within the next couple of weeks. This system is used to notify dispatch when a panic button or fire alarm is activated. An estimate for monitoring the system will be received by a third party. Director Kautzman is still waiting to receive information on what the best options are. There are concerns about the system becoming obsolete. Alternate, comparable systems are being looked at, along with cost. The Juvenile Detention Center is also having the mapping completed and will cover their own cost.

The sidewalks behind the Maintenance area are to be updated and cost amounts are still being confirmed for guard-rail removal. Cost is being determined for doors and the roof. Director Kautzman said that it is possible that the project is put off until next year.

The boiler replacement was not in the original scope of work for the Annex Building, but the oversight was caught before the bids came in. It will be listed as an additional cost, and if it cannot be completed this year, then it is recommended for completion next year with the same contractor.

The Commissioners are concerned with the number of extras that this project has needed, and the cost. Director Kautzman agrees and says that right now, she is just trying to determine the total cost, and it is possible that the project will come in under-bid. The occupancy permit added a cost of around \$24,000. The project is now being pushed out until the end of August with the new developments.

The old Engineer site has finally been approved by BUSTR but there are steps that need to be taken to abandon and seal the existing wells on the property. The cost for sealing 15 wells is \$7,600. Director Kautzman is hoping to use funds from other projects that came in under-bid.

An example of the temporary signage at the Justice Center was shown to the Commissioners. The sign is designed by Central Graphics to be a thick, sticker that can eventually be removed. The cost for two sides and installation is around \$400.00. Another company, Graphic Expressions is also giving a price.

Commissioner Christian-Bennett was concerned with the size of the decal but was informed that it must fit within a certain area. It was discussed and the decal is just temporary and should work. Work on the new road signs has also begun, which will also be helpful in directing visitors. A sample of the road signs should be completed next week.

The HVAC unit in the IT room at the Prosecutor's Office has been successfully installed. The Riddle Block HVAC replacement has also been successful with 5 units already installed, with 4 actively running. There are a total of 15 units that will be installed, with the project being completed by fall.

Resolutions:

1. The Board of Commissioners agrees to enter into an agreement for visitation aide services with Portage County Job & Family Services and Family & Community Services, Inc./Resolution No. 23-0449
2. The Board of Commissioners agrees to accept Blackberry Circle, Tulip Lane, Cranberry Creek and Orchard Circle in the Cranberry Creek Subdivision, Phase 3, in Brimfield Township, Portage County./Resolution No. 23-0450
3. The Board of Commissioners authorizes the purchase through the Ohio Department of Transportation (ODOT) – Contract # 023-23, of two (2) 2023 Western Star 47X Tandem Axle Cab and Chassis – from Cleveland Freightliner, Inc. dba Valley Freightliner

Sterling & Western Star, for use by the Portage County Engineer for snow and ice control./Resolution No. 23-0451

4. The Board of Commissioners declares obsolete and dispose of Portage County Personal Property located at the Portage County Board of Developmental Disabilities./Resolution No. 23-0452
5. The Board of Commissioners agrees to amend Resolution No. 23-0430 to approve specifications, set the bid date and award and enter into contract with Emerald Environmental, Inc for asbestos testing and inspection services for the demolition of residential structure located at 463/465 South Chestnut Street in the City of Ravenna owned by Coleman Professional Services./Resolution No. 23-0453
6. The Board of Commissioners agrees to amend Resolution No. 23-0438 to approve specifications, set the bid date and 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. 23-0454
7. The Board of Commissioners agrees to enter into a master services agreement with Integrated Precision Systems (IPS)./Resolution No. 23-0455
8. The Board of Commissioners agrees to fix rates to be charged to Portage County property owners being served with sewers in Mogadore Village Sanitary Improvement No. 8./Resolution No. 23-0456

Commissioner Badalamenti had questions concerning this resolution and asked Director Blakely from Water Resources to come forward.

Director Blakely states that it is a complicated scenario being that Mogadore is located on the Portage County/Summit County line. Portage County does not have any sewer service available in that area, therefore, an agreement was made with Summit County for an extension of their system. Summit County includes a Lot Maintenance Fee on the residents' bills and is currently raising the rates. The amount being charged is calculated by the amount of linear footage on the individual's property. Portage County does not charge this fee but is collecting it and then forwarding it to Summit.

Commissioner Badalamenti asked if it was known how long the extension travels from Summit County into Portage and how many lots are being serviced. Director Blakely will report back on his findings. Director Blakely stated that Mogadore is remote enough that he doesn't feel it would ever be feasible to service the town with Portage County sewer services.

9. The Board of Commissioners agrees to amend Resolution 23-0440, adopted July 18, 2023 declaring obsolete and authorizing sale of a truck and miscellaneous items by

public auction to clarify that it is 2 trucks and a miscellaneous item./Resolution No. 23-0457

MISCELLANEOUS

Journal Entries:

1. The Board of Commissioners sign the July 10, 2023, correspondence to Kate Church and Anthony Badalamenti to submit an online OPWC disbursement request #6 on behalf of the Portage County Engineer to consultant, CTL Engineering, Inc. in the amount of \$2,316.50 for Fund 4258 Newton Falls Bridge Replacement. 50% of said request was paid with local funds.
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 July 14, 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
3. The Board of Commissioners acknowledged receipt of the Portage County Investment Reconciliation for the month of June 2023 as presented by the County Treasurer and County Auditor.
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 receipt of the Kennel Disposition Report and Intake Report for July 10, 2023 through July 16, 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

5. The Board of Commissioners acknowledged receipt of the Portage County RLF Balance Sheet dated June 30, 2023 as presented by Neighborhood Development Services.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

6. In accordance with the ORC Section 325.07, the Board of Commissioners acknowledged receipt of the Portage County Sheriff's Transporting Report for June 2023 as presented by the Portage County Sheriff's Office.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

7. The Board of Commissioners acknowledged receipt of the July 20, 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

8. In accordance with Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Record of Proceedings and Transactions for June 2023, as presented by the Portage County Sheriff's Office.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

9. The Board of Commissioners authorizes Anthony J. Badalamenti, President of the Board, to sign the Ohio Department of Development's Revolving Loan Fund Waiver Request for the \$54,190 loan to Family & Community Services, for the purpose of adding restrooms and a storage closet to King Kennedy Center, as presented by Neighborhood Development Services Inc. Documents reviewed by the Department of Budget and Financial Management Director Jackie Petty, with no exceptions noted.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

10. The Board of Commissioners authorized President Anthony J. Badalamenti to sign the Certification of Determination of Subsequent Exemption for a Categorical Exclusion Project for the Family and Community Services King Kennedy Center Restrooms project as presented by the Neighborhood Development Services. Documents reviewed by the Department of Budget and Financial Management Director Jackie Petty, with no exceptions noted.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

Recess at 11:13 AM

Reconvene at 11:31 AM

EXECUTIVE SESSION

11:31 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 employment of a public employee or official. Also present: County Administrator, Michelle Crombie, Zoom meeting with Mr. Chris Dolan. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

11:56 PM 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

Recess at 11:57 AM

Reconvene at 1:02 PM

EXECUTIVE SESSION

1:02 PM 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 employment of a public employee or official. Also present: County Administrator, Michelle Crombie, Zoom meeting with Mr. Chris Hopkins. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

1:42 PM 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.

Recess at 1:42 PM

Reconvene at 2:30 PM

EXECUTIVE SESSION

2:30 PM 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 employment of a public employee or official. Also present: Mr. Ron Hall and County Administrator, Michelle Crombie. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

3:05 PM 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.

* * * * *

**RESOLUTION NO. 23-0444 - RE: CREATE FUND 1118, STATE OF OHIO EMA
(ARPA) FIRST RESPONDER GRANT**

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

- WHEREAS,** the Board of Commissioners accepted the 2022 State of Ohio EMA ARPA First Responder Wellness Grant on behalf of the Portage County Sheriff's Office via Resolution 23-0317, and
- WHEREAS,** it has become necessary to create a new fund in order to properly control the processing of financial related transactions related to the grant project, and
- WHEREAS,** the County Auditor has assigned Fund Number 1118 to 2022 State of Ohio EMA (ARPA) First Responder Wellness Grant; now therefore be it
- RESOLVED,** that Fund 1118 be created, and be it further
- RESOLVED,** that a certified copy of this resolution be filed with the Portage County Auditor, Portage County Sheriff's Office, 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;

* * * * *

RESOLUTION NO. 23-0445 - 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 \$9,366.87 for June 2023 IV-D contract payments local match for Domestic February 2023, and Prosecutor March-April 2023 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

\$ 9,366.87

TO:

FUND 1414, CHILD SUPPORT GENERAL ADMINISTRATION

ORGCODE - 14140512

Credit Revenue Account

Object: 280000 – Transfer In

Project NONE

\$ 9,366.87

; 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;

*
RESOLUTION NO. 23-0446

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*
RE: TRANSFER FROM FUND 1501, AMERICAN
RESCUE PLAN TO FUND 5200, PORTAGE
COUNTY SEWER GENERAL
ADMINISTRATION
*

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

WHEREAS, in Resolution 22-0432, the Board of Commissioners approved up to \$300,000 in ARPA Funds to be directed to the Randolph Wastewater Treatment Plant Membrane Filter Project for Water Resources (WTR04); and

WHEREAS, Fund 5200, Portage County Sewer General Administration will initially fund the project expenses and be reimbursed by Fund 1501, American Rescue Plan; and

WHEREAS, Fund 5200 has funded \$95,880.00 for Project WTR04; now therefore be it

RESOLVED, that the following transfer be made:

FROM:

FUND 1501, AMERICAN RESCUE PLAN

ORGCODE- 15014119

Debit Expense Account

Object 910000 Project 22080– Transfer Out \$ 95,880.00

TO:

FUND 5200, PORTAGE COUNTY SEWER GENERAL ADMINISTRATION

ORGCODE – 52004002

Credit Revenue Account

Object 280000 Project 22080 – Transfer In \$ 95,880.00

; and be it further

RESOLVED, that the County Auditor is hereby requested to make said cash transfer by Journal Entry, and that a certified copy of this resolution be filed with the Portage 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. 23-0447

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**RE: TRANSFER FROM FUND 1414, CHILD
SUPPORT ADMINISTRATION, TO 1410
PUBLIC ASSISTANCE FUND**

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

- WHEREAS,** the Child Support Administration Fund owes the Public Assistance Fund for Shared Costs paid out of the Public Assistance Fund; and
- WHEREAS,** it is necessary to do a transfer of funds to cover these costs; now therefore be it
- RESOLVED,** that the following transfer of funds be made in the amount of \$33,546.24 for June 2023 costs as reviewed and recommended by the Department of Job & Family Services:

FROM:FUND 1414, CHILD SUPPORT ADMINISTRATION

ORGCODE - 14140519

Debit Expense Account

Object: 912000 – JFS - Shared

Project 5SHAR

\$33,546.24

TO:FUND 1410, PUBLIC ASSISTANCE

ORGCODE - 14100512

Credit Revenue Account

Object: 282000 – JFS - Shared

Project 5SHAR

\$33,546.24

; 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.

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

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

RESOLVED, that the following transfer of funds be made in the amount of \$36,800.00 for bonuses paid on 6/9/23 and 6/23/23 for said employees as reviewed and recommended by the Department of Job & Family Services:

TO:
FUND 1410, PUBLIC ASSISTANCE FUND
 ORGCODE - 14100512
 Credit Revenue Account
 Object: 280000 – Transfer In \$36,800.00

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;

* * * *

**RESOLUTION NO. 23-0449 - RE: ENTER INTO AN AGREEMENT FOR A
VISITATION AIDE SERVICES BETWEEN
THE BOARD OF COMMISSIONERS ON
BEHALF OF PORTAGE COUNTY JOB &
FAMILY SERVICES AND FAMILY AND
COMMUNITY SERVICES, INC.**

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

WHEREAS, Portage County Job & Family Services is in need of Visitation Aide services *for* parents/custodians whose children have been placed in the custody of Portage County Job and Family services and need supervised visits with their child(ren) at CONTRACTOR's agency to enhance understanding and awareness of necessary parenting skills needed to increase the likelihood of reunification, case closure and to ensure the bonding relationship with child and care taker; and

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

WHEREAS, one (1) proposal was received, opened and tabulated for Visitation Aide Services on June 2, 2022; and

WHEREAS, Family and Community Services, Inc. is willing and able to provide these services; and

WHEREAS, an agreement between the parties was entered into and known as Portage County Contract No.20220473 (the "Original Contract") on August 18, 2022 by Resolution No. 22-0472 to provide these 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 Agreement between the Board of Commissioners on behalf of Portage County Job & Family Services and Family and Community Services, Inc. with its principal place of business located at 705 Oakwood Street Ste 221, Ravenna, Ohio 44266, for the period July 1, 2023 through June 30,

2024, with the option to renew one (1) additional year; and be it further

RESOLVED, that the total amount of this Agreement is not to exceed One hundred Seven Thousand Six Hundred Fifty-Six and 60/100 dollars (\$107,656.60); and be it further

RESOLVED, that funding for this agreement will come from Job and 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. 23-0450 - RE: ACCEPT BLACKBERRY CIRCLE, TULIP LANE, CRANBERRY CREEK AND ORCHARD CIRCLE IN THE CRANBERRY CREEK SUBDIVISION, PHASE 3, IN BRIMFIELD TOWNSHIP, PORTAGE COUNTY.

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

WHEREAS, the following roads in **BRIMFIELD TOWNSHIP** have been built in accordance with the specifications for allotment roads of Portage County, and have gone through a one year maintenance period:

T.H. 1206	Blackberry Circle
T.H. 1217	Tulip Lane
T.H. 1208	Cranberry Creek
T.H. 1216	Orchard Circle

; and

WHEREAS, the Portage County Engineer has agreed to accept these roads as identified above, and

WHEREAS, the Brimfield Township trustees were notified, via a June 26, 2023 correspondence from the Portage County Engineer, that the Portage County Engineer was preparing to recommend the Board of Portage

County Commissioners accept these newly constructed roads in Brimfield Township; now therefore be it

RESOLVED, that the Board of Portage County Commissioners accept these newly constructed roads in Brimfield Township as identified above; and be it further

RESOLVED, that the acceptance of these roads makes **BRIMFIELD TOWNSHIP** responsible for their maintenance effective July 27, 2023, and be it further

RESOLVED, that the Clerk of this Board be and is hereby directed to file a certified copy of the above Resolution with the Portage County Engineer, and be it further

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

Roll call vote as follows:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea;

Mike Tinlin, Yea;

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RESOLUTION NO. 23-0451

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RE: A RESOLUTION AUTHORIZING THE PURCHASE, THROUGH THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) – CONTRACT #023-23, OF TWO (2) 2023 WESTERN STAR 47X TANDEM AXLE CAB AND CHASSIS – FROM CLEVELAND FREIGHTLINER, INC., dba VALLEY FREIGHTLINER STERLING & WESTERN STAR, FOR USE BY THE PORTAGE COUNTY ENGINEER FOR SNOW AND ICE CONTROL.

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

WHEREAS, pursuant to ORC 307.41 the Portage County Board of Commissioners declares it necessary to purchase two (2) **2023 Western Star 47X Tandem Axle Cab and Chassis** for use by the Portage County Engineer's road crew; and

<u>DD Tag #</u>	<u>Description</u>
10050	Computer, All in One (2014)
8367	SMALL PASER GAIT, TRAINER FRAM
10089	Chair, Size 2 (Tomato Sitter)
10234	00914 -- Copier, Xerox - MX4753655
3511	LARGE SUPINE BOARD
3728	STRYKER CAST CUTTER
1993	PLINTH
1424	Tot Dock, underwater platform (1989)
3552	Prone Board
3880	Supine Board (1991)
1008	Supine Board (1991)
23471	Wheelchair (1995)
21159	Laminator (1996)
23679	Vertical Stander (1996)
23753	Bruininks (1997)
SOUND	Speaker Sound amplification
23865	Gat Trainer 19" (1998)
4217	Vacuum (1999)
8257	Side positioner (2000)
8258	Side positioner (2000)
8309	Gait Trainer (2000)
8368	Medium Paser Gate (2000)

; and be it further

RESOLVED, that a copy of this resolution be filed with the Portage County Board of Developmental Disabilities, the Auditor's Office, and the Portage County Director of Internal Services; and be it further

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

Roll call vote as follows:

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

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RESOLUTION NO. 23-0453

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**RE: AMEND RESOLUTION NO. 23-0430 TO
APPROVE SPECIFICATIONS, SET THE RFP
DATE AND AWARD AND ENTER INTO
CONTRACT WITH EMERALD
ENVIRONMENTAL, INC. FOR ASBESTOS**

**TESTING AND INSPECTION SERVICES FOR
THE DEMOLITION OF A RESIDENTIAL
STRUCTURE LOCATED AT 463/465 SOUTH
CHESTNUT STREET IN THE CITY OF
RAVENNA OWNED BY COLEMAN
PROFESSIONAL SERVICES**

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

- WHEREAS,** that specifications for receiving RFP's for the asbestos testing and inspection services for the demolition of a residential structure located at 463/465 South Chestnut Street in the City of Ravenna owned by Coleman Professional Services be approved; and
- WHEREAS,** twelve (12) proposals were requested and mailed for asbestos testing and inspection services for the demolition of a residential structure located at 463/465 South Chestnut Street in the City of Ravenna owned by Coleman Professional Services; and
- WHEREAS,** seven (7) proposals were received, opened and tabulated by the Portage County Regional Planning Commission on June 28, 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 Emerald Environmental, Inc. 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 Emerald Environmental, Inc, 1621 St. Clair Avenue, Kent, Ohio 44240 in the amount of Eight Hundred Seventy-Five Dollars and 00/100 (\$875.00); 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;

WHEREAS, that specifications for receiving proposals for the ADA improvements to the Freedom Township one-room Schoolhouse located at 7276 State Route 303 in Freedom Township be approved; and

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.

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

* *
RESOLUTION NO. 23-0455

* * * * *
**RE: ENTER INTO A MASTER SERVICES
AGREEMENT BETWEEN THE PORTAGE
COUNTY BOARD OF COMMISSIONERS
AND INTEGRATED PRECISION SYSTEMS
(IPS)**

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

WHEREAS, the Portage County Board of Commissioners agrees to enter into a support agreement to provide Galaxy and cameras software support located at the Portage County Administration Building, and Riddle Block; and

WHEREAS, Integrated Precision Systems (IPS) can provide the needed equipment, services and software to these facilities through this Master Services Agreement; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into Master Service Agreement for the equipment, services and software with Integrated Precision Systems, 8555 Sweet Valley Dr., Suite B, Cleveland, OH 44125; and be it further

RESOLVED, that the total cost of the professional services shall be Thirty-Nine thousand one hundred fifty and 50/100 dollars (\$39,150.50) beginning July 1, 2023 through June 30, 2024; 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 taking 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 all legal requirements 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;

* *
RESOLUTION NO. 23-0456

* * * * *
**RE: FIX RATES TO BE CHARGED TO PORTAGE
COUNTY PROPERTY OWNERS BEING
SERVED WITH SEWERS IN MOGADORE
VILLAGE SANITARY IMPROVEMENT NO. 8.**

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

- WHEREAS,** Summit County Metropolitan Sewer District owns, operates and maintains the Mogadore Village Sanitary Improvement No. 8 in both Portage and Summit County; and
- WHEREAS,** the Summit County Council has from time to time passed ordinances in meetings open to the public setting user charges, surcharges and fees for the Summit County Metropolitan Sewer District, the most recent being Ordinance 2021-349, passed on December 6, 2021 and effective on December 7, 2021; and
- WHEREAS,** Portage County has been advised of an increase in sewer maintenance rates for users of the Mogadore Village Sanitary Improvement No. 8, and desires to conform the sewer maintenance assessments of Portage County users of Mogadore Village Sanitary Improvement No. 8 to the Summit County rate, as required by terms of agreement between Portage and Summit County in 1928; and
- WHEREAS,** the aforementioned sewer maintenance assessments having been previously fixed per Portage County Board of Commissioners Resolution No. 92-16, adopted January 14, 1992; now therefore be it
- RESOLVED,** that in accord with Ohio Revised Code § 6117.02, this Board of Portage County Commissioners does hereby set a sewer maintenance rate of \$0.61 per front foot with a minimum of \$61.00 per year which shall be paid by all Portage County persons, firms, corporations, schools, businesses and/or industries served by a connection with the Mogadore Village Sanitary Improvement No. 8 located in Portage County and effective for collection with the 2023 real estate taxes; and be it further
- RESOLVED,** that in accord with Ohio Revised Code § 6117.32 and 6117.43, the Portage County Water Resources Department shall prepare a list of all properties that upon information and belief are served by a connection to the Mogadore Village Sanitary Sewer Improvement No. 8 that are located in Portage County for Board approval and in time that such list may be certified to the Portage County Auditor, for collection with real estate taxes; and be it further
- RESOLVED,** that all monies collected for the above set rates for sewer maintenance in Mogadore Village Sanitary Improvement No. 8 shall be paid to the Summit County Department of Sanitary Sewer to be placed to the credit of the Mogadore Sewer Maintenance Fund, from which fund shall be paid maintenance costs incurred in that portion of said Mogadore Village Sanitary Improvement No. 8 located in Portage County; and be it further

RESOLVED, that the Clerk of this Board is hereby authorized and directed to file a certified copy of this Resolution with the Portage County Auditor within fifteen days after its adoption; and be it further

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

Roll call vote as follows:

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

*	*	*	*	*
RESOLUTION NO. 23-0457	-	RE:	AMEND RESOLUTION 23-0440 ADOPTED JULY 18, 2023 DECLARING OBSOLETE AND AUTHORIZING SALE OF A TRUCK AND MISCELLANEOUS ITEMS BY PUBLIC AUCTION TO CLARIFY THAT IT IS 2 TRUCKS AND A MISCELLANEOUS ITEM	

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

WHEREAS, on July 18, 2023, the Board of Commissioners adopted Resolution No. 23-0440 declaring obsolete and authorizing the sale of a truck and miscellaneous items by public auction; and

WHEREAS, it has now become necessary to amend said Resolution to clarify the number of vehicles and miscellaneous items and to change certain clerical details contained on the body of the Resolution; now therefore be it

RESOLVED, that Resolution 23-0440 is to be amended to read as follows:

WHEREAS, that the Solid Waste Management District has 2 trucks and a miscellaneous item described below which are obsolete and unfit for the use for which they were initially acquired; and be it further

RESOLVED, that pursuant to R.C. 307.12 the Board of County Commissioners of Portage County and Solid Waste Management District has determined the items described herein are not needed for public use, and are obsolete, or unfit for the use for which such were acquired; now therefore be it

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

RESOLVED, that Notice of Public Auction shall be posted in the offices of the Portage County Commissioners, the Portage County Auditor, the Solid Waste Management District and County's website. Further, a Notice of Public Auction shall be published in the Record Courier on Friday, July 21, 2023.

Date of Auction: Wednesday- August 16, 2023
Time of Auction: 6:30 P.M., E.S.T.
Location: Online Live Public Auction
<https://www.edinburgauction.com/>

Items located at: 4029 St. Rt. 14, Rootstown, OH 44272
 (330) 325-2966

Live Bidding to Take Place at: www.edinburgauction.com

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

Items being sold are as follows:

2016 Autocar Expedito ACX-64 Front Loader Heil Odyssey
 VIN 5VCACDUF5GH221237

2003 Freightliner Rear Load Leach Body 25 YD
 VIN 1FVHBGAS53HL88231

Curotto Can Model 312-4071

; and be it further

RESOLVED, that a copy of this resolution be filed with the Solid Waste Management District, the Portage County Auditor's Office, the Portage County Department of Budget and Financial Management, and the Portage County Director of Internal Services; and be it further

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

Expenditure Review		
County Funds: (0001 – 8399)		
Bill Payment and ACH list totaling:		
Bill Payment list	\$1,369,489.97	(Includes late fees of: \$0)
ACH/Neil Group of	\$0	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$57,319.15	
Medical Mutual Claims of	\$95,397.84	
Medical Mutual Flex Admin of	\$1,104.45	
Medical Mutual Flex Claims of	\$7,872.76	
Journal Vouchers totaling:	\$6,265.00	
Then and Now list totaling:	\$157,352.11	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

4. Process the July 20, 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

5. The Board of Commissioners authorizes President, Anthony J. Badalamenti, to sign the Certification of Local Government Approval for the PY 2021 Homeless Crisis Response Program funding cycle for the Ohio Housing Trust Fund (OHTF) Grant Agreement in support of Family and Community Services, Inc presented 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:

6. Authorize to promote Kellan Towns, to Supervisor, of Portage Job & Family Service to be effective as of Monday, August 21, 2023.

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 three-day internal posting of the full time Quality Review Specialist for Portage County Job & Family Services along with 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
8. Authorize the three-day internal posting of the Full Time Driver for Portage County Job & family Services with 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
9. Accept the resignation of Lennon Clemens, Social Service 4 Worker, for Portage County Job & Family Services 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
10. Authorize the three-day internal posting of the full time Social Service Worker 4 replacing for Portage County Job & family Services with 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
11. Agree to rescind the recommendation to hire Leighann Fultz for the Clerical 4 position for Job & Family Services and authorize 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
12. Agree to rescind the recommendation to hire Payton Pfile for the Part-Time Driver position for Job & Family Services and authorize the reposting of this position.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin

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

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

- a. Christine Owens ~ Building Dept
- b. Amanda Murphy ~ Water Resources

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

14. The Board of Commissioners sign the July 10, 2023, correspondence to Kate Church and Anthony Badalamenti to submit an online OPWC disbursement request #6 on behalf of the Portage County Engineer to consultant, CTL Engineering, Inc. in the amount of \$2,316.50 for Fund 4258 Newton Falls Bridge Replacement. 50% of said request was paid with local funds.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

15. The Board of Commissioners acknowledged receipt of the July 14, 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

16. The Board of Commissioners acknowledged receipt of the Portage County Investment Reconciliation for the month of June 2023 as presented by the County Treasurer and County Auditor.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

17. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for July 10, 2023 through July 16, 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

18. The Board of Commissioners acknowledged receipt of the Portage County RLF Balance Sheet dated June 30, 2023 as presented by Neighborhood Development Services.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

19. In accordance with the ORC Section 325.07, the Board of Commissioners acknowledged receipt of the Portage County Sheriff's Transporting Report for June 2023 as presented by the Portage County Sheriff's Office.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

20. The Board of Commissioners acknowledged receipt of the July 20, 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

21. In accordance with Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Record of Proceedings and Transactions for June 2023, as presented by the Portage County Sheriff's Office.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

22. The Board of Commissioners authorizes Anthony J. Badalamenti, President of the Board, to sign the Ohio Department of Development's Revolving Loan Fund Waiver Request for the \$54,190 loan to Family & Community Services, for the purpose of adding restrooms and a storage closet to King Kennedy Center, as presented by Neighborhood Development Services Inc. Documents reviewed by the Department of Budget and Financial Management Director Jackie Petty, with no exceptions noted.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

23. The Board of Commissioners authorized President Anthony J. Badalamenti to sign the Certification of Determination of Subsequent Exemption for a Categorical Exclusion Project for the Family and Community Services King Kennedy Center Restrooms project as presented by the Neighborhood Development Services. Documents reviewed by the Department of Budget and Financial Management Director Jackie Petty, with no exceptions noted.

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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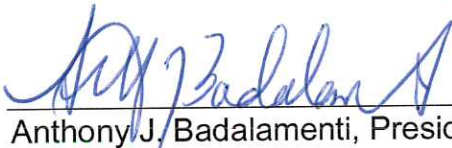
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Motion: by Commissioner Badalamenti, seconded by Commissioner Christian-Bennett that the Board adjourns the Meeting of **July 27, 2023 at 3:05 PM.**

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

Motion Carries

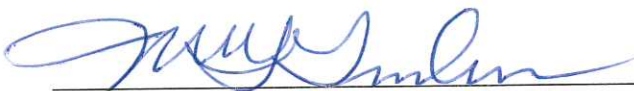
We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of **July 27, 2023.**



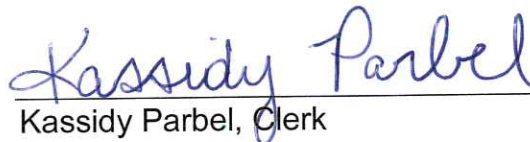
Anthony J. Badalamenti, President



Sabrina Christian-Bennett, Vice President



Mike Tinlin, Board Member



Kassidy Parbel, Clerk