



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, August 10, 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	Absent
Mike Tinlin	Board Member	Present

Also attending throughout the day was Budget and Finance Director, Sue Brannon, Director Tami Soltis, Director Jackie Petty, and Director Shannon Kautzman.

1. The Board of Commissioners approves the August 3rd 2023 regular meeting minutes.

Motion: Commissioner Tinlin

Seconded: Commissioner Badalamenti

All in Favor: Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;

Absent: Commissioner Christian-Bennett, Absent;

Motion Carries

JOB AND FAMILY SERVICES

Present: Budget and Financial Administrator, Sue Brannon

Ms. Brannon briefly stated that the first resolution being brought forward is not typical because it is normally only completed once a year. The transfer is left over 533 allocation funds that are left over in the Public Assistance Fund. These funds can be shared with Child Support.

Resolutions:

1. Transfer from fund 1410, Public Assistance Fund to Fund 1414, Child Support Administration./Resolution No. 23-0474
2. Transfer from Fund 1413, WIA Fund to Fund 1410 Public Assistance Fund./Resolution No. 23-0475

HUMAN RESOURCES

Present: Director Tami Soltis

Director Soltis stated that everyone was excited to welcome 2 new employees to the 7th Floor, Ms. Sarah Metts and Ms. Alicia Moyers.

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. Authorize to hire Sarah Metts, Administrative Assistant, for Board of Commissioners to be effective as of Monday, August 7, 2023.
Motion: Commissioner Tinlin
Seconded: Commissioner Badalamenti
 All in Favor: Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;
Absent: Commissioner Christian-Bennett, Absent;
Motion Carries

2. Authorize to hire Alicia Moyers, to Grants Coordinator, for Budget & Finance Department to be effective as of Monday, August 7, 2023.
Motion: Commissioner Tinlin
Seconded: Commissioner Badalamenti
 All in Favor: Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;
Absent: Commissioner Christian-Bennett, Absent;
Motion Carries

3. Accept the resignation of Jenna Barricks, Social Service 3 CARES Worker, for Portage County Job & Family Services effective August 25, 2023.
Motion: Commissioner Tinlin
Seconded: Commissioner Badalamenti
 All in Favor: Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;
Absent: Commissioner Christian-Bennett, Absent;
Motion Carries

4. Authorize the three-day internal posting of the full time Social Service Worker 3 CARES for Portage County Job & family Services with external posting if no internal appointment is made.
Motion: Commissioner Tinlin
Seconded: Commissioner Badalamenti
 All in Favor: Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;
Absent: Commissioner Christian-Bennett, Absent;
Motion Carries

5. Authorize to transfer Brian Hanzlik, to OMJ Case Manager, Ohio Means Jobs for Portage Job & Family Service to be effective as of Monday, August 21, 2023.
Motion: Commissioner Tinlin
Seconded: Commissioner Badalamenti
 All in Favor: Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;

Absent: Commissioner Christian-Bennett, Absent;
Motion Carries

6. Authorize the three-day internal posting of the full time Eligibility Specialist for Portage County Job & family Services with external posting if no internal appointment is made.

Motion: Commissioner Tinlin

Seconded: Commissioner Badalamenti

All in Favor: Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;

Absent: Commissioner Christian-Bennett, Absent;

Motion Carries

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

a. Van Tawney ~ Maintenance

b. Meghan Brown ~ JFS

c. Amy Hunting ~ JFS

Motion: Commissioner Tinlin

Seconded: Commissioner Badalamenti

All in Favor: Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;

Absent: Commissioner Christian-Bennett, Absent;

Motion Carries

DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: Director Jackie Petty

Director Petty wanted to bring the Board's attention to resolution #3. The Law Enforcement and Body Armor Grant was applied for in December of 2022 by the Portage County Sheriff's Office. They were awarded about \$11,000 with a local match of around \$3,000 which will come out of the department's General Funds.

Journal Entries:

1. The Board of Commissioners signed the Subordination of Mortgage, instrument 200518642, for Edward T. White & Elizabeth M. White, 9065 Spring Street, Windham, Ohio 44288, as presented by Neighborhood Development Services. Documents reviewed by the Department of Budget & Finance with no exceptions noted.

Motion: Commissioner Tinlin

Seconded: Commissioner Badalamenti

All in Favor: Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;

Absent: Commissioner Christian-Bennett, Absent;

Motion Carries

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

2. Direct the Auditor's Office to pay/process the August 3, 2023 bills/ACH payments, wires, journal vouchers and then & now's, as applicable, contingent upon the verification of the reports as presented by the County Auditor and reviewed by the Department of Budget and Financial Management.

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

Expenditure Review		
County Funds: (0001 – 8399)		
Bill Payment and ACH list totaling:		
Bill Payment list	\$750,315.30	(Includes late fees of: \$1.37)
ACH/Neil Group of	\$0	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$141,297.04	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$4,230.86	
Journal Vouchers totaling:	\$846.39	
Then and Now list totaling:	\$109,429.18	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

3. Process the August 3, 2023 budget amendments as reviewed and recommended by the Department of Budget and Financial Management.

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

Resolutions:

1. Transfer from Fund 1343, PCBDD Part B IDEA to Fund 1340, PCBDD General Administration./Resolution No. 23-0476
2. Rescind Resolution No. 23-0271: Approving a Request for Installment Payments of Connection Charges for Connections to the Sanitary Sewerage System in the Portage County Regional Sewer District and Establishing the Terms and Conditions of the Same./Resolution No. 23-0477
3. Accept the Award from the Office of Ohio Attorney General Dave Yost State of Ohio Law Enforcement Body Armor Grant Program on Behalf of the Portage County Sheriff's Office./Resolution No. 23-0478
4. Cash Advance Repayment from Fund 8300, Solid Waste General Administration to Fund 0001, General Fund./Resolution No. 23-0479

INTERNAL SERVICES

Present: Director Shannon Kautzman

Discussion:

1. Project Updates

Director Kautzman started the Project Updates by stating that the 5th and 6th floor stairwell doors in the Administration Building have been replaced and therefore can be accessed only by key fob, which was the goal. The doors still need to be painted.

Sidewalk removal has begun outside of the building. This shouldn't prevent traffic from traveling through the lot due to a couple of handicap parking spaces being used for extra room.

The Board of Elections mailbox was also moved for the next week until work is completed.

A progress meeting was held, and work will start on the 21st of August for the EMA Building.

At the Engineer's old site, the abandonment will start the week of August 14th. Director Kautzman is planning on receiving progress reports as the work continues. She gave a brief background on the situation with the site having several wells that need to be sealed to prevent contamination before the property may be sold.

At the Justice Center, the temporary sign has been complete, and the Commissioners agree that it looks good. The decal is removable and is said to be good for seven years.

At the parking lot replacement at the Ravenna Courthouse, Stage 1 has been completed, and Stage 2 will begin the week of August 21st. The asphalt and concrete are in the curing stage currently.

Removal of old concrete in front of the Records Center has begun. An update on the turn around driveway with new asphalt is also underway.

Director Kautzman finished by stating that there is not an update with the work on the Riddle Block building this week, as the contractors are still in the process of setting the HVAC units.

Resolutions:

1. The Board of Commissioners agrees to enter into an amendment No. 1 with Job & Family Services, the Northeast Ohio Consortium Council of Governments and Family & Community Services, Inc. for the Comprehensive Case Management & Employment Program (CCMEP)./Resolution No. 23-0480
2. The Board of Commissioners agrees to accept the contract modification No. 1 to the agreement for providing professional construction administration and inspection services for the project known as 2022 Subdivision Construction Administration Contract in Portage County./Resolution No. 23-0481

3. The Board of Commissioners agrees to enter into a lease agreement with the Portage County Law Library Association for the lease of premises described as the ground floor of the Prosecutor's Office Building located at 241 South Chestnut Street, situated in the City of Ravenna, Portage County, Ohio./Resolution No. 23-0482
4. The Board of Commissioners accepts and awards the bid for biosolids disposal for the Portage County Water Resources Department./Resolution No. 23-0483
5. The Board of Commissioners declares the necessity to purchase a golf cart for use by the Portage County Maintenance Department./Resolution No. 23-0484

Director Kautzman verified that the golf cart should be on the premises in a couple of weeks and the color of it will be blue.

MISCELLANEOUS

Journal Entries

1. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for July 24, 2023 through July 30, 2023 as presented by Chief Dog Warden Dave McIntyre.
Motion: Commissioner Tinlin
Seconded: Commissioner Badalamenti
 All in Favor: Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;
Absent: Commissioner Christian-Bennett, Absent;
Motion Carries
2. The Board of Commissioners acknowledged receipt of the August 4, 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 Tinlin
Seconded: Commissioner Badalamenti
 All in Favor: Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;
Absent: Commissioner Christian-Bennett, Absent;
Motion Carries

Resolutions:

1. The Board of Commissioners nominate members to the Portage County Local Emergency Planning Committee (LEPC)./Resolution No. 23-0485
2. The Board of Commissioners appoint Roy Mosley III to the Portage County Mental Health and Recovery Board./Resolution No. 23-0486

RECESS: 9:17AM

RECONVENE: 11:01AM

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RESOLUTION NO. 23-0474

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RE: TRANSFER FROM FUND 1410, PUBLIC
ASSISTANCE FUND TO FUND 1414, CHILD
SUPPORT ADMINISTRATION
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It was moved by Mike Tinlin, seconded Anthony J. Badalamenti that the following resolution be adopted:

WHEREAS, OAC 5101:9-6-12.4 provides the authority for a CDJFS to transfer all or a portion of its Child, Family & Adult Community Protective Services (533) allocation to CSEA to assist in meeting Title IV-D program match requirements, and

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

RESOLVED, that the following transfer of funds be made in the amount of \$14,000.00 for SFY23 as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100519

Debit Expense Account

Object: 910000 – Transfers Out \$14,000.00

TO:

FUND 1414, CHILD SUPPORT ADMINISTRATION

ORGCODE - 14140512

Credit Revenue Account

Object: 280000 – Transfer In \$14,000.00

; and be it further

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

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

Roll Call Vote as Follows:

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

* * * *

**RESOLUTION NO. 23-0475 - RE: TRANSFER FROM FUND 1413, WIA FUND
TO FUND 1410 PUBLIC ASSISTANCE FUND**

It was moved by Mike Tinlin, seconded Anthony J. Badalamenti that the following resolution be adopted:

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

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

RESOLVED, that the following transfer of funds be made in the amount of \$108,269.71 for April Adj#3, May Adj#2, June Adj#1 and July 2023 as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 1413, JFS WIA FUND

ORGCODE - 14130519

Debit Expense Account

Object: 912000 – JFS Shared

Project 3A258	\$ 40,671.47
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Project 3B278	\$ 39,808.39
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Project 3A259	\$ 13,734.59
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Project 3B259	\$ -0-
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Project 3B277	\$ 6,762.97
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Project 3D278	\$ -0-
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Project 3A225	\$ 7,292.29
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TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Credit Revenue Account

Object: 282000 – JFS Shared

Project 5SHAR	\$108,269.71
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; and be it further

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

Roll Call Vote as Follows:

* RESOLUTION NO.	* 23-0476	-	* RE:	* TRANSFER FROM FUND 1343, PCBDD	* PART B IDEA TO FUND 1340, PCBDD	* GENERAL ADMINISTRATION

WHEREAS, the **1343 Fund PCBDD Part B IDEA** has been completed, all payments have been made on behalf of said grant and all costs have been booked or encumbered, and

WHEREAS, the Portage County Board of DD has requested a transfer of residual equity for the purpose of closing out Fund 1343, **PCBDD Part B IDEA**, due to grant completion and crediting Fund 1340, PCBDD General Administration; and

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

RESOLVED, that the following transfer of funds be made in the amount of \$46,000.08

FROM:

FUND 1343, PCBDD PART B IDEA

ORGCODE - D0000009

Debit Expense Account

Object: 921000 – Advance Out Return \$46,000.08

TO:

FUND 1340, PCBDD GENERAL ADMINISTRATION

ORGCODE- A0000092

Credit Revenue Account

Object: 280000 – DD Operating Transfer In \$46,000.08

: and be it further

RESOLVED, that the County Auditor is hereby requested to make said transfer by

Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, the Board of DD 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, Absent; Mike Tinlin, Yea;

*	*	*	*	*
RESOLUTION NO. 23-0477	-	RE:	RESCIND RESOLUTION NO. 23-0271: APPROVING A REQUEST FOR INSTALLMENT PAYMENTS OF CONNECTION CHARGES FOR CONNECTIONS TO THE SANITARY SEWERAGE SYSTEM IN THE PORTAGE COUNTY REGIONAL SEWER DISTRICT AND ESTABLISHING THE TERMS AND CONDITIONS OF THE SAME	

It was moved by Mike Tinlin, seconded Anthony J. Badalamenti that the following resolution be adopted:

WHEREAS, Resolution 23-0271 approved total sanitary sewer system connection charges to be paid in 40 (forty) quarterly installments for the following applicant:

Applicant: Everett W. Schleef & Phyllis A. Schleef (OWNER)

Service Address: 5242 Lakewood Road Ravenna, OH 44266 &
5232 Lakewood Road Ravenna, OH 44266

Parcel Number: 32-042-00-00-003-002

; and

WHEREAS, the connection charges have been paid in full; now therefore be it

RESOLVED, that the Board of Commissioners does hereby Rescind Resolution No. 23-0271; and be it further

RESOLVED, that a certified copy of this resolution be forwarded to the Portage County Auditor, and the Department of Budget and Financial Management; and be it further

RESOLVED, 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, Absent; Mike Tinlin, Yea;

* * *
RESOLUTION NO. 23-0478 - RE: ACCEPT THE AWARD FROM THE OFFICE OF OHIO ATTORNEY GENERAL DAVE YOST STATE OF OHIO LAW ENFORCEMENT BODY ARMOR GRANT PROGRAM ON BEHALF OF THE PORTAGE COUNTY SHERIFF'S OFFICE

It was moved by Mike Tinlin, seconded Anthony J. Badalamenti that the following resolution be adopted:

WHEREAS, the Board of Commissioners authorized the application to the Office of Ohio Attorney General Dave Yost State of Ohio Law Enforcement Body Armor Grant Program on behalf of the Portage County Sheriff's Office via Resolution 23-0124; and

WHEREAS, the Office of Ohio Attorney General Dave Yost notified the Portage County Sheriff's Office on August 4th, 2023, that the Portage County Sheriff's Office was approved to receive a grant award in the amount of \$15,048.00, with a 25% local match in the amount of \$3,762.00 for a grant time period of March 1, 2023, through September 30, 2023; and

WHEREAS, the Portage County Board of Commissioners supports the Portage County Sheriff's Office and their endeavors in purchasing body armor to enhance the safety and prevent injury of law enforcement officers in the line of duty; now therefore be it

RESOLVED, the Portage County Board of Commissioners accepts the Ohio Law Enforcement Body Armor Grant for the time period of March 1, 2023, through September 30, 2023, **with grant funds in the amount of Eleven Thousand, Two-Hundred Eighty-Six and 00/100 (\$11,286.00) with a**

25% local match obligation of Three Thousand, Seven-Hundred Sixty-Two and 00/100 dollars (\$3,762.00), for a total project cost of \$15,048.00. These grant funds will be used for the purchase of 19 body-armor vests to be worn by Sheriff's deputies while on duty. The recipient agency will have 100% ownership and control over use of the equipment acquired through this grant; and be it further

RESOLVED, the Portage County Board of Commissioners authorizes the Portage County Sheriff's Office to sign the award agreement documents; and be it further

RESOLVED, a copy of this resolution be filed with the Portage County Auditor, the Department of Budget & Financial Management, and the Portage County Sheriff's Office; and be it further

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

*	*	*	*	*
RESOLUTION NO. 23-0479	-	RE:	CASH ADVANCE REPAYMENT FROM FUND 8300, SOLID WASTE GENERAL ADMINISTRATION TO FUND 0001, GENERAL FUND	

It was moved by Mike Tinlin, seconded Anthony J. Badalamenti that the following resolution be adopted:

WHEREAS, Via resolution 23-0038 a cash advance for \$300,000.00 was given to fund 8300, Solid Waste General Administration from Fund 0001, General Fund, and as of August 7, 2023, \$300,000.00 remains outstanding, and

WHEREAS, these advances are in repayment; now therefore be it

RESOLVED, that the following cash advance repayment be made in the amount of \$300,000.00 as recommended by the Director of Budget & Financial Management:

FROM:

FUND 8300, SOLID WASTE GENERAL ADMINISTRATION

ORGCODE - 83009019

Debit Expense Account

Object 921000 – Advance Out Returns \$ 300,000.00

TO:

FUND 0001, GENERAL FUND

ORGCODE - 00100002

Credit Revenue Account

Object 291000 – Advance In Repayment \$ 300,000.00

; and be it further

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

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

Roll Call Vote as Follows:

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

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RESOLUTION NO. 23-0480

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**RE: ENTER INTO AN AMENDMENT NO. 1
BETWEEN THE PORTAGE COUNTY BOARD
OF COMMISSIONERS ON BEHALF OF THE
PORTAGE COUNTY JOB & FAMILY
SERVICES, AND THE NORTHEAST OHIO
CONSORTIUM COUNCIL OF
GOVERNMENTS AND FAMILY AND
COMMUNITY SERVICES, INC. FOR THE
COMPREHENSIVE CASE MANAGEMENT &
EMPLOYMENT PROGRAM (CCMEP).**

It was moved by Mike Tinlin, seconded Anthony J. Badalamenti that the following resolution be adopted:

WHEREAS, the Portage County Department of Job & Family Services and the Northeast Ohio Consortium Council of Governments (NOCCOG) are in

need of tutoring and study skills training, post-secondary education, wage processing subsidy services, mentoring, life skills training, counseling & treatment, a financial literacy program a re-entry program, and emergency and transitional housing to eligible Portage County residents that will help eligible recipients of Portage County, ages 16 – 24, to overcome barriers to employment and develop skills local employers seek

WHEREAS, an agreement between the parties was entered into and known as Portage County Contract No. 20220461 (the "Original Contract") on May 26, 2022 through Resolution No. 22-0335 to provide these services to eligible Portage County residents; and

WHEREAS, an agreement between the parties was entered into and known as Portage Contract No. 20230319 on February 9, 2023 through Resolution No. 23-0092 to continue service from October 1, 2022 through September 30, 2023 and

WHEREAS, on January 25, 2023 the NOCCOG board passed a motion making Amendment No. 1 to original agreement. Said motion was made to change the language of the Work experience service to allow wages for work experience to be set between the required federal/state minimum wage and \$13.00 per hour; and

WHEREAS, the parties desire to amend the original agreement; and

RESOLVED, that the Board of Portage County Commissioners on behalf of Portage County Job & Family Services does hereby enter into Amendment No. 1 with the Northeast Ohio Consortium Council of Governments and Family & Community Services, Inc. with its principal place of business located at 705 Oakwood Street, Suite 221, Ravenna, Ohio 44266, for the period October 1, 2022 through September 30, 2023 with recommended changes; and be it further

RESOLVED, that the total amount of this Agreement is not to exceed Three Hundred Seventy Four Thousand and 00/100 dollars (\$374,000.00); and be it further

RESOLVED, that the funding for this agreement will come from Job & Family services funds 1410 and 1413; and it 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.

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

It was moved by Mike Tinlin, seconded Anthony J. Badalamenti that the following resolution be adopted:

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.

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Absent;

Mike Tinlin, Yea;

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RESOLUTION NO. 23-0483

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**RE: ACCEPT AND AWARD THE BID FOR
BIOSOLIDS DISPOSAL FOR THE PORTAGE
COUNTY WATER RESOURCES
DEPARTMENT.**

It was moved by Mike Tinlin, seconded Anthony J. Badalamenti that the following resolution be adopted:

WHEREAS, specifications were sent to seven (7) potential bidders for Biosolids Disposal; and

WHEREAS, one (1) sealed bid was received, tabulated and recorded on July 27, 2023; and

WHEREAS, upon review of the bid received, it is the recommendation of the Director of Internal Services and the Operations Manager of the Water Resources Department that the bid for Biosolids Disposal be awarded to Republic Services of Ohio II LLC dba Countywide Recycling and Disposal Facility (RDF); now therefore be it

RESOLVED, that the Board of County Commissioners does, hereby, award the bid to Republic Services of Ohio II LLC dba Countywide RDF, 3619 Gracemont Street, SW East Sparta, Ohio 44626, at the following base bid rates and unit price rates:

Description	Unit Price (per wet ton)
Year 1 – Biosolids Cake Solids (15%-21%) Disposal Costs	\$52.86
Year 2 – Biosolids Cake Solids (15%-21%) Disposal Costs	\$55.50
Year 3 – Biosolids Cake Solids (15%-21%) Disposal Costs	\$58.28

; 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, Absent;

Mike Tinlin, Yea;

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RESOLUTION NO. 23-0484

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RE:

**DECLARE THE NECESSITY TO PURCHASE
A GOLF CART FOR USE BY THE PORTAGE
COUNTY MAINTENANCE DEPARTMENT.**

It was moved by Mike Tinlin, seconded Anthony J. Badalamenti that the following resolution be adopted:

WHEREAS, pursuant to ORC 307.41 the Portage County Board of Commissioners declares it necessary to purchase one (1) new Onward 4 Passenger Lifted Golf Cart for the Portage County Maintenance Department for use at the Portage County Administration Building; and

WHEREAS, the purchase of the golf cart will be from Jerry Pate Turf & Irrigation, Inc dba Century Equipment; and

WHEREAS, the cost of the golf cart is \$12,519.00; now therefore be it

RESOLVED, that the Portage County Board of Commissioners declares it necessary to purchase one (1) Onward 4 Passenger Lifted Golf Cart at a cost not to exceed \$12,519.00 for use by the Portage County Maintenance Department; and be it further

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

Mike Tinlin, Yea;

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RESOLUTION NO. 23-0485

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RE:

NOMINATE MEMBERS TO THE PORTAGE COUNTY LOCAL EMERGENCY PLANNING COMMITTEE (LEPC).

It was moved by Mike Tinlin, seconded Anthony J. Badalamenti that the following resolution be adopted:

WHEREAS, Ohio Revised Code section 3750.03 designates Local Emergency Planning Districts to prepare and implement district chemical emergency response and preparedness plans, and

WHEREAS, ORC 3750.03 describes the required member organizations or groups to be represented on the Local Emergency Planning Committee (LEPC) of each emergency planning district, and

WHEREAS, the State Emergency Response Commission (SERC), which is under the Ohio EPA, shall appoint the members from a list submitted by the Portage County Board of Commissioners to serve on the Portage County Local Emergency Planning Committee for a two (2) year term; now therefore be it

RESOLVED, that the Board of Commissioners does hereby nominate the following members on the Portage County LEPC for the term starting August 16, 2023 and ending August 15, 2025:

	*Status	Name	Representing	*LEPC Officer
1.	P	Anthony J. Badalamenti	Elected Official	
	A	Mike Tinlin	Elected Official	
	A	Sabrina Christian-Bennett	Elected Official	
2.	P	Andrew Kluge	Elected Official	
3.	P	Susan White	Elected Official	
4.	P	Larry Limbert	Law	
	A	Harry Muir	Law	
5.	P	Robert Reinholz	Fire	
	A	Kevin Grimm	Fire	
	P	Craig Peeps	Fire	Vice Chairperson
6.	P	Ryan Shackelford	Emergency Management	*Emergency Coordinator
	A	Brett Lee	Emergency Management	
	P	McKenzie Villatoro	Emergency Management	*Information Coordinator/*Secretary
7.	P	Melissa Braskie	Hospital	
8.	P	Debbie Chitester	First Aid (Red Cross)	
	A	Daniel Frank	First Aid (Red Cross)	
9.	P	Joseph Diorio	Health	
	A	Robert Walker	Health	
10.	P	William Duck	Environmental	
11.	P	Amie Cajka	Media/PIO	
12.	P	Larry Jenkins	County Engineer	
	A	John Trew	County Engineer's Office	

13. P Matt Mohler Industry *Chair
 14. P Nate Walden Industry
 A Rachel Lerner Industry
 15. P Greg Springer Transportation (PARTA)
 A Brian Trautman Transportation (PARTA)
 NV Kurt Kollar OEPA
 NV Michelle Sowers OEMA
 NV Bob Zehentbauer OEMA
 NV W. Fred Romeo ODNR
 NV Wade Balser OEPA
 NV Steve Tompkins ODNR

*P – Primary *A – Alternate *NV – Non-Voting

; and be it further

RESOLVED, that a certified copy of this resolution will be forwarded by the Local Emergency Planning Committee's Information Coordinator to the State Emergency Response Commission (SERC); P.O. Box 1049; Columbus Ohio 43216-1049; 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, Absent; Mike Tinlin, Yea;

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RESOLUTION NO. 23-0486

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RE: APPOINTMENT OF ROY MOSLEY III TO THE PORTAGE COUNTY MENTAL HEALTH AND RECOVERY BOARD

It was moved by Mike Tinlin, seconded Anthony J. Badalamenti that the following resolution be adopted:

WHEREAS, Ohio Revised Code 340.02 indicates the members of the Mental Health and Recovery Board of Portage County will be residents of the district and shall be interested in mental health programs and facilities or in alcohol or

drug addiction programs; and

WHEREAS, each year each board member shall attend at least one in-service training session provided or approved by the department of mental health or the department of alcohol and drug addiction; and

RESOLVED, that the Portage County Board of Commissioners does hereby appoint the following member to a four (4) year term beginning immediately and ending June 30, 2027:

Roy Mosley III
1327 Highpoint Street
Kent, OH 44240

; 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, Absent; Mike Tinlin, Yea;

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Journal Entries:

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

1. Authorize to hire Sarah Metts, to Administrative Assistant, for Board of Commissioners to be effective as of Monday, August 7, 2023.

Motion: Commissioner Tinlin

Seconded: Commissioner Badalamenti

All in Favor: Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;

Absent: Commissioner Christian-Bennett, Absent;

Motion Carries

2. Authorize to hire Alicia Moyers, to Grants Coordinator, for Budget & Finance Department to be effective as of Monday, August 7, 2023.

Motion: Commissioner Tinlin

Seconded: Commissioner Badalamenti

All in Favor: Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;

Absent: Commissioner Christian-Bennett, Absent;

Motion Carries

3. Accept the resignation of Jenna Barricks, Social Service 3 CARES Worker, for Portage County Job & Family Services effective August 25, 2023.

Motion: Commissioner Tinlin

Seconded: Commissioner Badalamenti

All in Favor: Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;

Absent: Commissioner Christian-Bennett, Absent;

Motion Carries

4. Authorize the three-day internal posting of the full time Social Service Worker 3 CARES for Portage County Job & family Services with external posting if no internal appointment is made.

Motion: Commissioner Tinlin

Seconded: Commissioner Badalamenti

All in Favor: Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;

Absent: Commissioner Christian-Bennett, Absent;

Motion Carries

5. Authorize to transfer Brian Hanzlik, to OMJ Case Manager, Ohio Means Jobs for Portage Job & Family Service to be effective as of Monday, August 21, 2023.

Motion: Commissioner Tinlin

Seconded: Commissioner Badalamenti

All in Favor: Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;

Absent: Commissioner Christian-Bennett, Absent;

Motion Carries

6. Authorize the three-day internal posting of the full time Eligibility Specialist for Portage County Job & family Services with external posting if no internal appointment is made.

Motion: Commissioner Tinlin

Seconded: Commissioner Badalamenti

All in Favor: Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;

Absent: Commissioner Christian-Bennett, Absent;

Motion Carries

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

a. Van Tawney ~ Maintenance

b. Meghan Brown ~ JFS

c. Amy Hunting ~ JFS

Motion: Commissioner Tinlin

Seconded: Commissioner Badalamenti

All in Favor: Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;

Absent: Commissioner Christian-Bennett, Absent;

Motion Carries

8. The Board of Commissioners signed the Subordination of Mortgage, instrument 200518642, for Edward T. White & Elizabeth M. White, 9065 Spring Street, Windham, Ohio 44288, as

presented by Neighborhood Development Services. Documents reviewed by the Department of Budget & Finance with no exceptions noted.

Motion: Commissioner Tinlin

Seconded: Commissioner Badalamenti

All in Favor: Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;

Absent: Commissioner Christian-Bennett, Absent;

Motion Carries

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

9. Direct the Auditor's Office to pay/process the August 3, 2023 bills/ACH payments, wires, journal vouchers and then & now's, as applicable, contingent upon the verification of the reports as presented by the County Auditor and reviewed by the Department of Budget and Financial Management.

Motion: Commissioner Tinlin

Seconded: Commissioner Badalamenti

All in Favor: Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;

Absent: Commissioner Christian-Bennett, Absent;

Motion Carries

Expenditure Review		
County Funds: (0001 – 8399)		
Bill Payment and ACH list totaling:		
Bill Payment list	\$750,315.30	(Includes late fees of: \$1.37)
ACH/Neil Group of	\$0	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$141,297.04	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$4,230.86	
Journal Vouchers totaling:	\$846.39	
Then and Now list totaling:	\$109,429.18	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

10. Process the August 3, 2023 budget amendments as reviewed and recommended by the Department of Budget and Financial Management.

Motion: Commissioner Tinlin

Seconded: Commissioner Badalamenti

All in Favor: Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;

Absent: Commissioner Christian-Bennett, Absent;

Motion Carries

11. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for July 24, 2023 through July 30, 2023 as presented by Chief Dog Warden Dave McIntyre.

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

12. The Board of Commissioners acknowledged receipt of the August 4, 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 Tinlin
Seconded: Commissioner Badalamenti
 All in Favor: Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;
Absent: Commissioner Christian-Bennett, Absent;
Motion Carries

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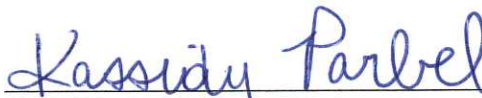
Motion: by Commissioner Badalamenti, seconded by Commissioner Tinlin that the Board adjourns the Meeting of **August 10, 2023 at 11:01 AM.**
 All in Favor: Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;
Motion Carries

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of **August 10, 2023.**


 Anthony J. Badalamenti, President

-----ABSENT-----
 Sabrina Christian-Bennett, Vice President


 Mike Tinlin, Board Member


 Cassidy Parbel, Clerk