



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 September 14<sup>th</sup>, 2023

9:00 AM

Commissioners' Board Room

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

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

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

Also attending throughout the day was Mr. Brian Ames and Ms. Barb Tittle.

1. The Board of Commissioners suspended the approval of the August 31<sup>st</sup> and September 7<sup>th</sup> regular meeting minutes.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

## PROSECUTOR'S OFFICE

### EXECUTIVE SESSION:

9:00 AM In accordance with the Ohio Rev. Code 121.22(G)(2), it was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the Board of Commissioners move into executive session to consider the purchase of property for public purposes, in accordance with section 505.10 of the Ohio Revised Code, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest. Also present: Prosecutor Victor Vigluicci, Prosecutor Chris Meduri, & Director of Airport Operations Robert Hartigan. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, **No**; Anthony J. Badalamenti, Yea;

9:38 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

### Journal Entries:

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

1. Direct the Auditor's Office to pay/process the September 7, 2023 bills/ACH payments, wires, journal vouchers and then & now's, as applicable, contingent upon the verification of the reports as presented by the County Auditor and reviewed by the Department of Budget and Financial Management.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Tinlin

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

**Motion Carries**

Expenditure Review		
<b>County Funds: (0001 – 8399)</b>		
Bill Payment and ACH list totaling:		
Bill Payment list	\$660,365.68	(Includes late fees of: \$0)
ACH/Neil Group of	\$178.77	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$72,568.65	
Medical Mutual Claims of	\$348,801.60	
Medical Mutual Flex Admin of	\$1,104.45	
Medical Mutual Flex Claims of	\$2,949.60	
Journal Vouchers totaling:	\$18,916.61	
Then and Now list totaling:	\$105,704.23	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

2. Process the September 7, 2023 budget amendments as reviewed and recommended by the Department of Budget and Financial Management.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Tinlin

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

**Motion Carries**

**Resolutions:**

1. Transfer from Fund 0001, General Fund to Fund 1414, Child Support General Administration./Resolution 23-0545
2. Transfer from Fund 1201, Motor Vehicle and Gas Tax to Fund 4261, Stanley Rd Bridge Replacement./Resolution 23-0546
3. Declare the Necessity to Lease One (1) Vehicle for Use by the Portage-Geauga County Juvenile Detention Center./Resolution 23-0547
4. Declare the Necessity to Lease One (1) Vehicle for Use by the Portage County Job and Family Services Department./Resolution 23-0548

**INTERNAL SERVICES****Resolutions:**

1. The Board of Commissioners accepts and enters into a Successor Collective Bargaining Agreement with the Teamsters Local No. 436 concerning employees in the Department of Water Resources./Resolution 23-0549
2. The Board of Commissioners agrees to enter into an amendment No. 2 for Child and Adult Emergency Reporting Services (CARES) with the Portage County Job & Family Services and Coleman Professional Services, Inc./Resolution 23-0550
3. The Board of Commissioners agrees to accept the proposal of CTL Engineering, Inc and enter into an agreement for providing professional construction administration services for the Project known as the Stanley Road (WIN-153) Bridge Replacement in Windham Township, Portage County./Resolution 23-0551
4. The Board of Commissioners designates an agent for requesting proposals for financial transaction device services./Resolution 23-0552
5. The Board of Commissioners declare obsolete and dispose of Portage County Personal Property located at the Portage County Law Library./Resolution 23-0553

**JOB AND FAMILY SERVICES**

Budget and Finance Director Sue Brannon, and Vanessa Beard

**Resolution:**

1. Transfer from Fund 1415, Child Welfare Special Levy Fund to Fund 1410 Public Assistance Fund./Resolution 23-0554

Commissioner Tinlin asked Ms. Brannon for some background concerning the resolution that was just passed regarding the lease of one vehicle for use by Job and Family Services. He wondered if it was due to a recent accident where a tree had fallen on one of the Department's vehicles.

Ms. Brannon stated that she believes it is from an incident where a semi-truck had lost a part and it went underneath the department's vehicle.

## MISCELLANEOUS

### Journal Entries:

1. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for August 28, 2023 through September 3, 2023 as presented by Chief Dog Warden David McIntyre.  
**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 the receipt of the September 5, 2023 Certificate of the County Auditor that the Annual Appropriations from each fund does not exceed the Amended Official Certificate of Estimate Resources for the fiscal year beginning January 1, 2023.  
**Motion: Commissioner Christian-Bennett**  
**Seconded: Commissioner Tinlin**  


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 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;  
 Commissioner Badalamenti, Yea  
**Motion Carries**
3. The Board of Commissioners acknowledged the receipt of the September 8, 2023 Certificate of the County Auditor that the Annual Appropriations from each fund does not exceed the Amended Official Certificate of Estimate Resources for the fiscal year beginning January 1, 2023.  
**Motion: Commissioner Christian-Bennett**  
**Seconded: Commissioner Tinlin**  
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;  
 Commissioner Badalamenti, Yea  
**Motion Carries**
4. The Board of Commissioners acknowledged the receipt of the Portage County Investment Portfolio Report for August 2023 as presented by the Portage County Treasurer.  
**Motion: Commissioner Christian-Bennett**  
**Seconded: Commissioner Tinlin**  
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;  
 Commissioner Badalamenti, Yea  
**Motion Carries**

**RECESS: 9:45 AM**

**RECONVENE: 11:00 AM**

A resolution was added to come in front of the Board:

1. The Board of Commissioners motion to amend Resolution No. 23-0373 adopted June 15, 2023 to authorize the application and agree to enter into a FY 24/25 subsidy Grant Agreement between the Board of Portage County Commissioners (on behalf of Adult Probation) and the State of Ohio for Community Correction Act (CCA) funding to account for an addendum increase of \$36,023.00./Resolution 23-0555

The Commissioners agree to cancel the end of the month Tuesday meeting scheduled to be held on September 26<sup>th</sup>, 2023.

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**RESOLUTION NO. 23-0545      -      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 \$12,453.83 for August 2023 IV-D contract payments local match for Domestic April - May 2023, Clerk of Courts May - June 2023 and Prosecutor May – June 2023 payment as reviewed and recommended by the Department of Job & Family Services:

**FROM:**

FUND 0001, GENERAL FUND

ORGCODE - 00100009

Debit Expense Account

Object: 910000– Transfer Out

\$ 12,453.83

**TO:**

FUND 1414, CHILD SUPPORT GENERAL ADMINISTRATION

ORGCODE - 14140512

Credit Revenue Account

Object: 280000 – Transfer In

Project NONE

\$ 12,453.83

; and be it further

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

Journal Entry, and that a certified copy of this resolution be filed with the Portage County Auditor, the Portage County Job & Family Services, and the Department of Budget and Financial Management; and be it further

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

Roll call vote as follows:

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

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**RESOLUTION NO. 23-0546      -      RE:    TRANSFER FROM FUND 1201, MOTOR  
VEHICLE AND GAS TAX TO FUND 4261,  
STANLEY RD BRIDGE REPLACEMENT**

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

**WHEREAS,** the Portage County Board of Commissioners approved an operating transfer; now therefore be it

**RESOLVED,** that the following transfer of funds be made in the amount of \$100,848.00.

**FROM:**

FUND 1201, MOTOR VEHICLE AND GAS TAX FUND

ORGCODE- 12018209

Debit Expense Account

Object: 910000 – Transfers Out

\$100,848.00

**TO:**

FUND 4261, STANLEY RD BRIDGE REPLACEMENT

ORGCODE- 42618202

### Credit Revenue Account

Object: 280000 - Transfer In

Project: 30907

\$100,848.00

: 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

County Auditor, the County Engineer and the Department of Budget and Financial Management, and be it further

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

Roll call vote as follows:

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

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**RESOLUTION NO. 23-0547          -          RE:    DECLARE THE NECESSITY TO LEASE ONE  
(1) VEHICLE FOR USE BY THE PORTAGE-  
GEAUGA COUNTY JUVENILE DETENTION  
CENTER**

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 lease one (1) 2023 Ford Police Interceptor Utility for use by the Portage-Geauga County Juvenile Detention Center; and

**WHEREAS,** the lease of the vehicle will be with Enterprise Fleet Management; and

**WHEREAS,** the lease cost per month is One Thousand Fifty-Eight and 03/100 dollars (\$1,058.03) for a term of 60 months, now therefore be it

**RESOLVED,** that the Portage County Board of Commissioners declares it necessary to lease one (1) 2023 Ford Police Interceptor Utility for use by the Portage-Geauga County Juvenile Detention Center; and be it further

**RESOLVED,** that a copy of this Resolution be filed with the Portage County Auditor's Office, the Department of Budget & Financial Management and the Portage Geauga County Juvenile Detention Center; 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. 23-0548          -          RE:    DECLARE THE NECESSITY TO LEASE ONE  
(1) VEHICLE FOR USE BY THE PORTAGE  
COUNTY JOB & FAMILY SERVICES  
DEPARTMENT**

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 lease one (1) 2023 Chevrolet Traverse for use by the Portage County Job and Family Services Department; and

**WHEREAS,**          the lease of the vehicle will be with Enterprise Fleet Management; and

**WHEREAS,**          the lease cost per month is Six Hundred Ninety-One and 36/100 dollars (\$691.36) for a term of 60 months, now therefore be it

**RESOLVED,**          that the Portage County Board of Commissioners declares it necessary to lease one (1) 2023 Chevrolet Traverse for use by the Portage County Job and Family Services Department; and be it further

**RESOLVED,**          that a copy of this Resolution be filed with the Portage County Auditor's Office, the Department of Budget & Financial Management and the Portage County Job and Family Services Department; 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. 23-0549**

**- RE: ACCEPT AND ENTER INTO A  
SUCCESSOR COLLECTIVE BARGAINING  
AGREEMENT BETWEEN THE PORTAGE  
COUNTY BOARD OF COMMISSIONERS  
AND THE TEAMSTERS LOCAL NO. 436  
CONCERNING EMPLOYEES IN THE  
DEPARTMENT OF WATER RESOURCES.**

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

**WHEREAS,** the Collective Bargaining Agreement between the Portage County Commissioners and the Teamsters Local Union No. 436 concerning employees in the Department of Water Resources expired on August 31, 2023; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby accept and agree to enter into a Successor Collective Bargaining Agreement between the Portage County Commissioners and the Teamsters Local Union No. 436 as negotiated and accepted by vote of the Bargaining Unit and be it further

**RESOLVED,** that this agreement shall be effective September 1, 2023 and shall continue in full force and effect through August 31, 2026; 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. 23-0550**

**- RE: ENTER INTO AMENDMENT NO. 2 FOR  
CHILD AND ADULT EMERGENCY  
REPORTING SERVICES (CARES)  
BETWEEN THE BOARD OF  
COMMISSIONERS ON BEHALF OF  
PORTAGE COUNTY JOB & FAMILY  
SERVICES AND COLEMAN  
PROFESSIONAL SERVICES, INC.**

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

- WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20220537 (the "Original Contract") on July 21, 2022 by Resolution No. 22-0462 to provide emergency response in situations where child and adult abuse and neglect may be occurring, stabilize a family and prevent removal of children from their homes, and link families to other community services; and
- WHEREAS,** an Amendment No. 1 between the parties was entered into on March 9, 2023 through Resolution No. 23-0174 to increase the agreement by three hundred twenty-four (324) units and three thousand and 00/100 dollars (\$3,000.00) for the period of October 1, 2022 through September 30, 2023; and be it further
- WHEREAS,** the parties desire to amend the Original Contract; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby enter into an Amendment No. 2 between the Board of Commissioners on behalf of Portage County Job & Family Services and Coleman Professional Services, Inc. to extend the agreement an additional year from October 1, 2023 through September 30, 2024; and be it further
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- RESOLVED,** that the total amount of this Agreement is not to exceed Sixty-two thousand five hundred fifteen and 80/100 dollars (\$62,515.80) and six thousand eight hundred ten (6,810) units at a unit rate of Nine and 18/100 dollars (\$9.18) per unit; and be it further
- RESOLVED,** that funding for this agreement will come from Job & Family Services Fund 1415; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

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**RESOLUTION NO. 23-0551**

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**RE: ACCEPT PROPOSAL OF CTL  
ENGINEERING, INC. AND ENTER INTO**

**AGREEMENT FOR PROVIDING  
PROFESSIONAL CONSTRUCTION  
ADMINISTRATION SERVICES FOR THE  
PROJECT KNOWN AS THE STANLEY  
ROAD (WIN-153) BRIDGE REPLACEMENT  
IN WINDHAM TOWNSHIP, PORTAGE  
COUNTY**

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

**WHEREAS,** Resolution No. 23-0432 authorized the announcement of the request for proposals for professional construction administration services for the project known as **Stanley Road (WIN-153) Bridge Replacement**, and

**WHEREAS,** the Portage County Board of Commissioners authorized the Portage County Engineer, by Resolution No. 23-0488, to enter into contract negotiations between the Portage County Commissioners and CTL Engineering, Inc. to provide professional construction administration services for said project; now therefore be it

**RESOLVED,** that the Portage County Board of Commissioners does hereby accept the proposal of CTL Engineering, Inc. and authorizes the Portage County Engineer to enter into an engineering agreement for providing professional construction administration services for the project known as **Stanley Road (WIN-153) Bridge Replacement**; and be it further

**RESOLVED,** that said professional services will be performed by CTL Engineering, Inc., 2860 Fisher Rd, Columbus, OH 43204 at a cost of \$100,848.00; and be it further

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

Roll call vote as follows:

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

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**RESOLUTION NO. 23-0552      -      RE:   DESIGNATING AN AGENT FOR  
REQUESTING PROPOSALS FOR**

## FINANCIAL TRANSACTION DEVICE SERVICES

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

- WHEREAS,** the Board of Commissioners, in Resolution No. 19-0341, authorized County offices including the Treasurer to accept payment by financial transaction devices, including credit card, debit card, charge card, prepaid or stored value cards, automated clearinghouse network credit/debit, e-check entry payment, and any other devices or methods for making electronic payment or transfer of funds contemplated by Ohio statute; and
- WHEREAS,** the Board has requested the Treasurer be the administrative agent for establishing any necessary agreements for the use of financial transaction device by the Treasurer's Office pursuant to Ohio law; now therefore be it
- RESOLVED,** the Board authorizes the administrative agent to request proposals from financial institutions, issuers of financial transactions devices, or processors of financial transactions, and
- RESOLVED,** the administrative agent shall advertise the County's intent to request proposals in a newspaper of general circulation in the County once a week for two consecutive weeks pursuant to R.C. 301.28, and be it further
- RESOLVED,** the administrative agent shall accept the proposals and present the Board with recommendations, and
- RESOLVED,** the administrative agent shall present any agreement resulting from negotiations undertaken under the authorization of the Board to the County Data Processing Board prior to final execution to ensure compatibility with the County's existing financial transaction processing systems, and be it further
- RESOLVED,** the Clerk of the Board of Commissioners shall send a copy of this resolution to the Treasurer, 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. 23-0553      -      RE:    DECLARE OBSOLETE AND DISPOSE OF  
PORTAGE COUNTY PERSONAL  
PROPERTY LOCATED AT PORTAGE  
COUNTY LAW LIBRARY**

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

**WHEREAS,**            section 307.51 of the Ohio Revised Code establishes the Portage County Law Library and the Law Library Resources Board, which is given authority to employ a county law librarian who shall be chief administrator of the county law library resources board.

**WHEREAS,**            law titles held by the Portage County Law Library are regularly superseded by updated versions and only a portion of the outdated titles are retained in the archival collection; and

**WHEREAS,**            the remainder of superseded titles can be donated, sold, or appropriately discarded to make space for new titles; now therefore be it

**RESOLVED,**            that in accordance with the Ohio Revised Code Section 307.12, the Board of County Commissioners authorizes the request to dispose of superseded titles as the Portage County Law Library Resources Board and law librarian see fit; 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. 23-0554      -      RE:    TRANSFER FROM FUND 1415, CHILD  
WELFARE SPECIAL LEVY FUND TO FUND  
1410 PUBLIC ASSISTANCE FUND**

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

**WHEREAS,** the Child Welfare Special Levy Fund owes the Public Assistance Fund for Shared Costs and Social Services cost pool 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 \$330,000.00 SFY23 4<sup>th</sup> Qtr Pymt#2 as reviewed and recommended by the Department of Job & Family Services:

**FROM:**

FUND 1415, CHILD WELFARE SPECIAL LEVY FUND

ORGCODE - 14150519

Debit Expense Account

Object: 912000 – JFS Shared

Project 5SHAR \$330,000.00

**TO:**

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Credit Revenue Account

Object: 282000 – JFS Shared

Project 5SHAR \$330,000.00

; 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, Yea;

Mike Tinlin, Yea;

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RESOLUTION NO. 23-0555

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RE: AMEND RESOLUTION 23-0373 ADOPTED  
JUNE 15, 2023 TO AUTHORIZE THE  
APPLICATION AND AGREE TO ENTER INTO  
A FY24/25 SUBSIDY GRANT AGREEMENT  
BETWEEN THE BOARD OF PORTAGE  
COUNTY COMMISSIONERS (ON BEHALF  
OF ADULT PROBATION) AND THE STATE  
OF OHIO FOR COMMUNITY CORRECTIONS  
ACT (CCA) FUNDING TO ACCOUNT FOR AN  
ADDENDUM INCREASE OF \$36,023.00

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

- WHEREAS,** the Board of Commissioner adopted Resolution No. 23-0373 on June 15, 2023, to authorize the application and agree to enter into a FY24/25 subsidy grant agreement between the Board of Portage County Commissioners (on behalf of Adult Probation) and the State of Ohio for Community Corrections Act Funding;
- WHEREAS,** the Adult Probation was notified that there is an addendum for the Subsidy Grant in the amount of Thirty-Six Thousand Twenty-Three Dollars and Zero Cents (\$36,023.00); now therefore be it
- WHEREAS,** that the State of Ohio awards the new sum of Seven Hundred Fifty-Six Thousand Four Hundred Eighty-Six Dollars and Zero Cents (756,487.00) ***to be paid in eight equal installments of \$94,560.88*** for the period beginning with the effective date of July 1, 2023, and ending June 30, 2025, subject to the terms and conditions of this agreement, with no General Fund local match, and be it further
- RESOLVED,** that a copy of this resolution and the agreement be forwarded to the Portage County Auditor, Portage County Department of Budget & Financial Management, and Adult Probation; 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 votes as follows:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea;

Mike Tinlin, Yea;

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**Journal Entries:**

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

1. Direct the Auditor's Office to pay/process the September 7, 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**

<b>Expenditure Review</b>		
<b>County Funds: (0001 – 8399)</b>		
Bill Payment and ACH list totaling:		
Bill Payment list	\$660,365.68	(Includes late fees of: \$0)
ACH/Neil Group of	\$178.77	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$72,568.65	
Medical Mutual Claims of	\$348,801.60	
Medical Mutual Flex Admin of	\$1,104.45	
Medical Mutual Flex Claims of	\$2,949.60	
Journal Vouchers totaling:	\$18,916.61	
Then and Now list totaling:	\$105,704.23	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

2. Process the September 7, 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**



3. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for August 28, 2023 through September 3, 2023 as presented by Chief Dog Warden David McIntyre.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

4. The Board of Commissioners acknowledged the receipt of the September 5, 2023 Certificate of the County Auditor that the Annual Appropriations from each fund does not exceed the Amended Official Certificate of Estimate Resources for the fiscal year beginning January 1, 2023.

**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 the receipt of the September 8, 2023 Certificate of the County Auditor that the Annual Appropriations from each fund does not exceed the Amended Official Certificate of Estimate Resources for the fiscal year beginning January 1, 2023.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

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

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

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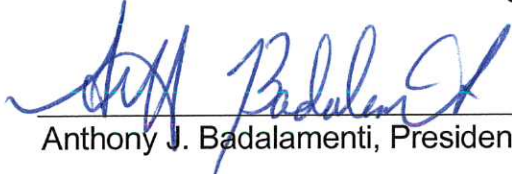
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**Motion:** by Commissioner Christian-Bennett, seconded by Commissioner Tinlin that the Board adjourns the Meeting of **September 14<sup>th</sup>, 2023 at 11:01 AM.**

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

**Motion Carries**

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of **September 14<sup>th</sup>, 2023.**



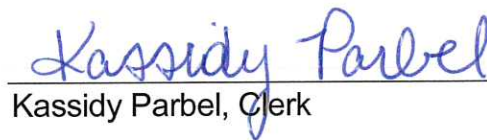
Anthony J. Badalamenti, President



Sabrina Christian-Bennett, Vice President



Mike Tinlin, Board Member



Kassidy Parbel, Clerk