



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 28<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 Michelle Crombie.

1. The Board of Commissioners approves the September 21<sup>st</sup> regular meeting minutes.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Tinlin

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

**Motion Carries**

## HUMAN RESOURCES

Present: Director Tami Softis

### 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 the internal posting for 7 days and then an external posting of a bargaining position, for Wastewater Treatment Plant Operator in Training, for the Portage County Water Resources Department.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Tinlin

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

**Motion Carries**

2. Approve anniversary/probationary step increase for the following non-bargaining employees:
  - a. Samantha Payne ~ Maintenance

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Tinlin

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

## **INTERNAL SERVICES**

Present: Director Shannon Kautzman

### **Discussion:**

Before starting the Project Updates, Director Kautzman wanted to discuss putting a sign up where the future EMA site will be. It will state "Future Site of Emergency Management Agency, funded by ARPA." The Commissioners agree with the idea.

The window order for the Ravenna Courthouse is 6-8 weeks out. These windows are replacing the ones that were recently vandalized.

#### *1. Project Updates*

- The Maintenance Garage repair plans are still with the City of Ravenna for approval. The city has 30 days to review the plans and Director Kautzman reports that they have almost reached their deadline. Once approval has been received, they can move forward.
  - GPD, the consultant for the MARCS Tower Radios is working on the specifications for construction and should have a start date for the shelters and towers.
  - The Prosecutor window project has a completion date at the end of November due to delays with the approval and building of the specialty scaffolding.
  - The Ravenna Courthouse parking lot will have usable handicap parking spaces by October 2<sup>nd</sup>. A set of stairs and a handicap ramp will be added. Light poles are on delay and should be installed in December.
- The carpet at Judge Roubic's quarters should be completed at the beginning of November. Judge Poland's updates are complete, and Magistrate Smith's should be finished at the end of next week. Judge Doherty is getting chairs so there is a small delay since collaboration is needed with the company completing this work.

### **Resolutions:**

1. The Board of Commissioners agrees to enter into an amendment No. 1 with Portage County Job & Family Services and Family & Community Services Inc. to provide Ohio Early Intervention Services Coordination and Outreach Services./Resolution 23-0565
2. The Board of Commissioners agrees to enter into an amendment No. 2 for Child and Adolescent Needs and Strengths Assessment (CANS) Services with Portage County Job & Family Services and Coleman Professional Services, Inc./Resolution 23-0566
3. The Board of Commissioners agrees to enter into a subgrant agreement with Portage County Job & Family Services and the Northeast Ohio Consortium Council of Governments for OhioMeansJobs Center Operator Services./Resolution 23-0567

4. The Board of Commissioners agrees to enter into a subgrant agreement with Portage County Job & Family Services and Northeast Ohio Consortium Council of Governments for OhioMeansJobs Center Operator and Adult and Dislocated Worker Services and Special Grant Programming./Resolution 23-0568
5. The Board of Commissioners agrees to enter into a contract with the Portage County Regional Planning Commission for Administration of the 2022 CDBG Target of Opportunity Program, Downtown Buildings (BD-22-1CJ-1) Program Grant Funds./Resolution 23-0569
6. The Board of Commissioners agrees to amend Resolution No. 23-0517 authorizing a request to enter into an agreement with Hasenstab Architects, Inc. for the preparation of plans, specifications and estimate of cost for Project Portage County 23-100 for the Portage County Water Resources Building Improvements./Resolution 23-0570
7. The Board of Commissioners authorizes the Portage County Engineer to execute Local Public Agency (LPA) agreement No. 39889 (PID No. 119531) with the Director of the Ohio Department of Transportation for the project known as the Replacement of Old Forge Road (CR82) Bridge Over Breakneck Creek in Rootstown Township, Portage County, Ohio./Resolution 23-0571
8. The Board of Commissioners authorizes the Portage County Engineer to execute Local Public Agency (LPA) agreement No. 39891 (PID No. 119501) with the Director of the Ohio Department of Transportation for the project known as the Replacement of Newton Falls Road (CR177) Bridge Over the West Branch of the Mahoning River in Paris Township, Portage County, Ohio./Resolution 23-0572

## **JOB AND FAMILY SERVICES**

Present: Director Kellijo Jeffries and Financial Director Sue Brannon

### **Discussion:**

#### *1. JFS July / August 2023 Data Report*

- There has been a decrease of about 500 recipients under Public Assistance for Medicaid, due to the Medicaid unwinding project.
- There is an increase in calls for net non-emergent transportation services.
- There has been an increase in calls to the customer service center of about 1000. This is due to emergency food benefits being sought after due to the thunderstorms that occurred in August, knocking out power and causing food losses.

Commissioner Tinlin inquired if those people received help. They do. The JFS department receives a federal allotment to accommodate those individuals after they itemize the food that is lost.

- Benefit Bridge is being funded by the state as a pilot program. There are 31 participants, currently.

- The Child and Adult Protective Services Division reports that there are 185 children in custody as of the end of August. There are 30 children in permanent custody, and 3 in the planned permanent living arrangements. They will look into adoption for these children, or they will be emancipated from custody at the right age.
- There are no significant updates for the Child Support Division or staffing.

2. *Upcoming Events:*

- a. Follow Up Portage County Transportation Forum  
This forum will be held on Monday October 16<sup>th</sup> at Reed Memorial Library, and it is to continue the discussion on transportation and security in the community.
- b. OMJ - New STNA Training Program Collaborative  
Interfacing is taking place and an internship program is being developed.

3. *Placement Discussion – Guest – John Vennetti – Portage DD*

Director Jeffries started by inviting Mr. Vennetti from the Portage Developmental Disabilities Board up and by mentioning the placement crisis issue in the state and country. It is especially an issue with children with developmental disabilities and diagnoses. There is a child in custody, currently who has qualified on a waiver through the Board at Portage DD. The waiver allows him to always have one on one staff with him due to his special needs. An emergency shelter program was established with Buckeye in Portage County and with the help of Mr. Vennetti's organization, with the knowledge that permanent housing or longer-term placement would have to be determined. One option was to place the child in a group home with older individuals which was determined not to be in his best interests. The idea of leasing an apartment was brought forward by Buckeye Residential Services with the premise that JFS and the Board of Commissioners would sign a lease for housing and the waiver would follow the child providing the care. Individuals would be in the apartment with the child 24/7. Commissioner Badalamenti asked the age of the child, who is 17.

Director Jeffries agrees that leasing the apartment is the best course of action. She feels that if this issue arises again and there is another child that qualifies for the waiver that needs the one-on-one care, there will be an infrastructure to accommodate the circumstance. There have been instances in the past where children were relocated, sometimes out of state because there is not a placing option.

Commissioner Badalamenti wanted to clarify that the department would want to keep the apartment permanently. Commissioner Christian-Bennett asked if the child is still under JFS's custody when he has a waiver. The child can be under the care with his diagnosis until he is 21 years of age.

Mr. Vennetti stated that Portage DD has contracts with Buckeye. One is for a home in Kent where 2 kids could stay with the staff with two respite beds. The home is primarily a respite facility which aids families of individuals with specialized needs and allows for some reprieve. If agreed upon, the leasing of an apartment could help the Buckeye program as well. Mr. Vennetti states that is unusual due to it being a child.

Commissioner Tinlin asked what the procedure is for when the child turns 21? Mr. Vennetti answered that Job and Family Services would not be involved at that point, but the waiver which would go through the Portage DD. Different housing will have to be secured. The child will have their own social security, which will pay for rent and utilities. Waivers only pay for staffing.

Commissioner Christian-Bennett states that is a huge cost for 24/7, and that it is no different then having the group home, just more extreme due to this individual not being able to be placed anywhere.

Director Jeffries states that if you view the situation from a cost-savings standpoint there are benefits. She also mentions the few situations when children had to sleep in the Administration Building. These children could stay there, which is more appropriate. Director Jeffries states that the lease will be reviewed.

Commissioner Badalamenti asked what the dollar amount figure looks like. Buckeye found a landlord, but nothing has been toured. Director Jeffries said that they are hoping to stay under \$1000 a month. They want to make sure that the utilities are cost efficient.

The Commissioners are in favor of moving forward with leasing a home.

#### *4. Fiscal Update – Inter County Transfer*

Sue Brannon asked if there were any questions on the Inter County transfer. There were not.

Commissioner Christian-Bennett wanted to mention that the new director at Leadership Portage County is interested in pursuing the youth program starting in January.

Sue Brannon gave some background information as requested by Commissioner Badalamenti. It is a Leadership Entrepreneurship service for Ohio Means Jobs. Originally Leadership Portage County had bid on services through an RFP. It was put on hold due to a new director taking charge. Commissioner Christian-Bennett stated that the new director is going to meet with everyone, but she is confident that she can start the pilot program in January for half the year. It was presented at a recent meeting of NOC COG. She wanted to be sure that everyone was on board.

#### **Resolution:**

1. Transfer from Fund 1414, Child Support Administration, to Fund 1410, Public Assistance Fund./Resolution 23-0573

#### **JUDGE GIULITTO**

#### **EXECUTIVE SESSION:**

9:26 AM In accordance with the Ohio Rev. Code 121.22(G)(6), it was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the Board of Commissioners move into executive session to discuss details relative to the security arrangements and emergency response protocols for a public body or a public office, if disclosure of the matters discussed

could reasonably be expected to jeopardize the security of the public office. Also present: County Administrator Michelle Crombie, Director Jackie Petty. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

10:15 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.

## **RECORDERS OFFICE**

Present: Lori Calcei

### **Discussion:**

#### *1. Set Aside Fee*

Ms. Calcei is coming forward with her annual request for the continuation of the Set Aside Fund. These monies come from a fee charged when a document is filed and aid in the department's equipment needs. She is asking for the same amount as last year, \$6.50 and for it to carry on beginning January 2024 through December 2025, a two-year time frame. She could ask for this amount for up to 5 years, but she feels that 2 is sufficient. Her department uses these funds for all the equipment that is purchased and all the contracts that are made.

Commissioner Christian-Bennett asks what the maximum is as per the statute. It is possible to ask for \$8.50 for up to 5 years.

### **Resolution:**

1. The Board of Commissioners authorizes the document fee set aside for Portage County Recorder./Resolution 23-0574

## **WATER RESOURCES**

Present: Director Daniel Blakely

### **Discussion:**

#### *1. Rate Study*

Before starting, Commissioner Christian-Bennett wanted to ask about the usage issue with the extension of the building at the Shalersville development. She wanted to know if anything had been concluded.

Director Blakely stated that Tia Rutledge has been in contact with the company. He states that the understanding is if the company comes in, they are pulling from the water and sewer capacity of the entire complex. Right now, it can be accommodated, but depending on what other facilities are being pulled into the location, it could cause an issue. The water inter-connect is being created from Mantua down to Shalersville, and the department is also in the process of updating and extending the sewer connections, so wastewater can be sent back.

Commissioner Badalamenti asked if there was an estimate of how long the project will take, and if the Geis project team has been in contact. Director Blakely states that it depends on the level that is needed which is contingent on the industry. It will take years. He reiterates that the manufacturing levels are completely different than the industrial pretreatment levels. There have been some hiccups with communication with Geis, where they attempt to move forward without reaching out to the Water Resources Department.

Commissioner Christian-Bennett asked who would bear the cost of the expansion? Director Blakely believes that it has been a combination, consisting of grants, and Geis has paid for the 16-inch watermain over the front of the facility. After an agreement goes through, then the County will inherit the watermain. Geis also is creating a waste-water pump station and is paying for a good deal of the infrastructure.

Director Blakely passed out bullet points on the water rate study. He states that the study began before he took his position as director in 2022. The study has an evolving design as the information produced can be used to see where the County's rates stand at any time. Unfortunately, the conclusion is that water rates will need to be increased. Rates have not been increased since 2017. With the CPI rates in the range of over 24%, Director Blakely states that while the same amount of revenue has been coming in, costs have been going up dramatically. The second highest cost for Water Resources is chemical costs. In a one-year contract the cost went up 20%. Other costs that have dramatically risen are utility costs, including electricity, which have risen over 12% in the last 5 years. Vehicle costs have gone up significantly as well. Director Blakely states that in 2020 an F 250 truck was purchased for \$31,000, while this year the price for the same vehicle is \$68,000. Material costs have risen, impacting the price of sewer mains, water mains, valves, and hydrants. Estimated project costs are constantly being re-evaluated and adjusted to account for material fluctuation. Director Blakely included comparable counties and their rates for water and sewer, as well as their scheduled increases on his handout.

He is proposing an increase of 7%, which is not as excessive as other counties. Commissioner Christian-Bennett states that there used to be a gradual increase set in place, where it would increase every year. She states that her water and sewer bill increase every year at the properties she owns in Summit County, and she feels that the 7% increase is modest in comparison to other counties. She knows that the customers will be unhappy, but the increase is required to sustain the infrastructure.

Director Blakely states that the past stewardship has saved a considerable amount of funds for Water Resources, but while doing so the overall infrastructure has suffered degradation. Equipment and facilities have been neglected. One of Director Blakely's main priorities since he took on the position is to update and keep items in working condition. He has been pushing an Asset Management Program to make sure that the replacement of items occurs when needed.

Commissioner Christian-Bennett commented on the extensive projects that are being planned. These projects do not happen overnight and tend to accrue additional costs. She reiterated that the department needs to raise rates to be able to sustain the existing infrastructure.

Director Blakely commented that as an example, there are plans of building 3 water tanks over the next 5 years. That is around \$6 a gallon per tank which is exponential when you get to a quarter of a million or half of a million-gallon tank. ARPA funds and grants are being utilized, but it is still expensive if something breaks down. At this point the department is slated to go into the red and start losing money this year moving forward.

Commissioner Tinlin asked if the 7% increase would be sufficient. Director Blakely stated that he worked with the Department of Budget and Financial Management Director, Jackie Petty. The original recommendation by the consultant engineer was to raise rates to the double-digit range, which Director Blakely did not agree with. He did not want to hit the customers with such an extreme, blatant increase, so other long-term solutions were sought after. Gradually increasing rates were deemed to be the best decision.

Director Blakely wanted to also mention the possibility of combining two separate funds. The Regional Fund (5200) and the 5600 Fund. The Regional Fund deals with wastewater facilities within the county while the 5600 Fund is Streetsboro specific. In the past it was required to keep the two separate due to federal grant funding that was received. This is no longer a necessity and combining will help streamline operations. It is unknown if the two can be merged, so initially Director Blakely would like to start off with an investigation headed by a law firm to even see if it is viable.

Commissioner Christian-Bennett feels that it would be good to combine them for transparency, and not leaving Streetsboro separate. She says that for accountability the funds would have been required to be separate but for whatever reason they were not closed afterwards.

Director Blakely states that there are employees that are strictly under the 5600 funds, and the infrastructure and utilities for Streetsboro go into the fund as well. From an accounting perspective, it would be easier to combine the two. It would also free up resources. Ultimately both are accomplishing the same thing, providing sewer services for the county.

Commissioner Christian-Bennett directed a question toward Director Petty, asking if she agreed to the change. Director Petty states that yes, however, research needs to be done. Director Blakely states there might be a valid reason why the funds cannot be combined. The Commissioners agree that it should be investigated.

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

Present: Director Jackie Petty

### **Discussion:**

#### *1. DBFM Quarterly Update*

- Director Petty started the quarterly update for her department by stating that she will be reviewing July, August, September and give a projection of what is to come in October.
- The 2024 Tax Budget was approved in July and the appropriations season is coming up. The goal beginning in October is to roll-out the next level in Munis and to give the departments some guidance to enter their budgets as far as fringe benefit rates and



other items. The goal for October is also for all departments to enter their budgets. After it is closed to the departments around the beginning of November, the variances will be discussed throughout November and December to determine who has added money to their budget and for what reason. The Board can then determine what additions and approvals will be made to budgets based on changes.

- Currently the department is working on the 2023 projections as a few departments are estimated to be over budget. Adaptions will have to be made based on the variances that Director Petty finds.
- Annual special assessments are almost complete for the county utility bills. Water and sewer are done, and they are finishing recycling. Over the year, parcel numbers sometimes change so it takes time to get all the information in line to be able to post properly.
- Sheryl Kendrick is going to the annual SSI conference which is in October which will provide good training.
- Gerry Lower is continuing to do an excellent job working with the departments on the fleet program. The department is really trying to work through the details of the program to be able to extend its value and operate in the best interests of the county from a financial and efficiency perspective.
- Alicia Moyers was hired as the new grant's coordinator in August, and she has been doing a great job. With her help the 2<sup>nd</sup> quarter ARPA report was completed and the next quarter report is coming up in October. All the contracts for the Food Pantry Funding have been completed and many of the food pantries have been requesting reimbursement.

Commissioner Christian-Bennett asks what the carryover amounts are estimated to be for the following year. Director Petty estimates that it will be around 15 million, which includes a set-aside that is taken out for payroll, which is about 2 million. She says that a lot could change in the time frame as well.

#### **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 21, 2023 bills/ACH payments, wires, journal vouchers and then & now's, as applicable, contingent upon the verification of the reports as presented by the County Auditor and reviewed by the Department of Budget and Financial Management.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Tinlin

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

**Motion Carries**

Expenditure Review		
<b>County Funds: (0001 – 8399)</b>		
Bill Payment and ACH list totaling:		
Bill Payment list	\$1,652,925.26	(Includes late fees of: \$0)
ACH/Neil Group of	\$0	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$507,666.52	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$4,330.61	
Journal Vouchers totaling:	\$660.83	
Then and Now list totaling:	\$244,450.89	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

2. Process the September 21, 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**

## SHERIFFS OFFICE

Present: Finance Manager Ron Rost, Correction Officer Sonny Jones, and Jail Administrator Bryan Morganstern

### Discussion:

#### 1. 2023 budget regarding inmate medical expenses.

Mr. Ron Rost started by giving a brief background on the budget for inmate medical expenses and a brief history. A new contract with University Hospital started in September 2021 or 2022. No invoices were received for the first 4 or 5 months and when the 2023 budget was completed quarterly invoices had not been received from UH either. In the contract it allows for reconciliation of quarterly invoices for certain types of high cost, medical expenses involving certain types of drugs, etc. A flat monthly amount is being paid, as well as quarterly invoices. When the 2023 budget was developed, the department did not put in for an amount to cover the quarterly invoices because the amount was unknown. This is the shortages issue that the department is facing. Mr. Rost referenced the handout he presented. The invoices for the first quarter of 2022 were not received until December 22. This was after the budget was submitted and approved. The shortfall is now arising due to the department being billed for six or possibly seven quarters of additional invoices.

Commissioner Badalamenti asked if this issue has been resolved with University Hospitals.

Mr. Rost states that the hospital is pretty much caught up and that they have received the invoices from the second quarter of this year but not the third quarter yet as it has not ended. He provided an estimated projection of the cost for the third quarter.

Mr. Rost states that they are experiencing a \$400,000 shortage between the monthly/quarterly and the original budget. Commissioner Badalamenti verified that the total inmate expenses were 2.2 million. Commissioner Christian-Bennett asked Director Petty what the original budget was for the inmate medical expenses. She and Mr. Rost answered around 1.8 million.

Commissioner Tinlin mentioned the fact that currently there is an inmate in the hospital and the costs are increasing daily. The Lieutenant, Sergeant and the jail staff have been trying to make improvements but, looking at the situation, it could be presumed that there is no viable solution to the issue. Commissioner Badalamenti states that there is no choice and Commissioner Christian-Bennett agrees that there is no way to predict the amount as it is based on usage.

Mr. Morganstern compares the bill to a water bill. There is no way to predict what it will be. He states that the current contract with UH is beneficial because offsite medical expenses, such as oncology, or immune compromised procedures will be billed through University Hospitals at cost before being reconciled quarterly through the county. If it was handled a different way the cost would be doubled. Mr. Morganstern states that the jail examines when an inmate travels to an offsite hospital and tries to mitigate as many factors as possible, but they must be sure not to violate HIPPA laws. The billed procedures are from the individuals who couldn't be let go, for various reasons. He gives examples of a chronic illness that is factored with the crime or their PR.

Commissioner Tinlin states that the Board is aware that if the department was unable to release the individuals, then they wouldn't. Commissioner Badalamenti states that to him this is something that is out of everyone's control.

Mr. Morganstern referred to the company that was used before UH. This company was supposed to carry for a while, but they didn't. UH stepped in, really doing a service by not leaving the county stranded. This is part of the problem since UH was not prepared to start billing. This led to the initial delay and makes it hard to budget.

Commissioner Christian-Bennett states that it does make it difficult, but there shouldn't be any issues if they are back on track and do not need to reach out to University Hospitals', Mr. Benoit.

Mr. Morganstern spoke to Director of Clinical Services and Operations at University Hospitals, Brian Adams. He stated that if there were specific questions regarding costs, he would be more than happy to have those conversations with the Commissioners.

Commissioner Badalamenti clarified that there are still significant healthcare issues with inmates that are taking place. Mr. Morganstern said yes, they are still going on. The inmates that are patients are still there in custody. Some have been there for over a year.

Mr. Jones stated that different individuals in need of services could come into the jail at any time.

Commissioner Christian-Bennett asked Director Petty for her input. Director Petty states that in this instance the General Fund can be utilized. Her question to Mr. Morganstern, Jones and Rost is how the bills are reconciled? Is there a way to make sure that the billing is correct, and they are not being overbilled or being billed for incorrect items. Mr. Morganstern commented that bills are sent to Mr. Rost before he proceeds to acquire additional data. They are looked at to verify that they are for the inmates that they sent out for medical services. He reiterates Mr. Rost's earlier comment about the psychotropic drugs and MAT medications and how they are also reconciled. The submissions go through OMAS for reimbursement and go back to the General Fund. Those reimbursements could be used to help cover the cost of the medical invoices that the current budget did not account for.

Mr. Rost directed the Commissioners to view page 3 of the handout he provided. He states that almost \$97,000 in reimbursements for the drugs that have been received. Commissioner Badalamenti states that if you take this amount into account then the shortfall is still around \$290,000.

Commissioner Christian-Bennett asks Director Petty if she has any other comments. She states that CCAO mentioned that anything that is not Medicaid reimbursable, is not necessarily a cost that the county is obligated to pay. Commissioner Badalamenti asks how the money would be received if the county doesn't pay, and he doesn't see how there is a choice.

Commissioner Christian-Bennett states that the problem is that once an individual is incarcerated the Medicaid coverage stops. The State Board of Commissioners which Commissioner Christian-Bennett serves on, is lobbying to the Federal Government because the coverage should continue during incarceration. It is a huge cost for local municipalities.

Mr. Morganstern states that it should be at the local level at least because individuals are innocent until proven guilty. Some inmates are pre-trial, and their coverage stops as soon as they enter the doors. Administrator Crombie verifies Director Petty's statement as: if Medicaid wouldn't pay for it, then the County shouldn't pay for it. Director Petty clarifies and says if there were excessive services. Mr. Morganstern states that the inmates are not participating in elective services.

Commissioner Badalamenti states that somebody must pay the bill, or the county risks being cut off as well. Administrator Crombie states that the CCAO recommended that Director Petty investigate if there was a process in place to make sure that UH is not proceeding with excessive services.

The bill is combed by UH, and the different branches of UH by the different medical services. They will reconcile by the current contract that the jail has with them. Mr. Rost receives the invoices and at that point they are broken down by procedure and not the amount.

Administrator Crombie reiterated that they are checked. Commissioner Christian-Bennett added that it is for checks and balances. Commissioner Badalamenti clarified that today they are asking for funds to cover the shortfall. Mr. Rost clarified, yes. Director Petty states that she is going to look to the General Fund to see where the money can be pulled from.

It is explained that a resolution is not needed to make a transfer. Director Petty will bring a budget amendment forward the following week. She will work with Mr. Rost to develop a budget amendment request.

## **MISCELLANEOUS**

### **Journal Entries:**

1. In accordance with the ORC Section 325.07, the Board of Commissioners acknowledged the receipt of the Portage County Sheriff's Transporting Report for August 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**
2. The Board of Commissioners acknowledged the receipt of the September 19, 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**
3. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for September 4, 2023 through September 10, 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 receipt of the Kennel Disposition Report and Intake Report for September 11, 2023 through September 17, 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**

5. The Board of Commissioners acknowledged the receipt of the September 18, 2023 notice from Faith Lyon and Theresa Nielsen, Portage County Board of Elections, indicating that the Board of Elections will be open to the public in preparation for the November 7, 2023 General Election as follows:

Tuesday, October 10	4:30pm-9:00pm (voter registration deadline)
Wednesday, October 11- Friday, October 13	4:30pm-5:00pm
Monday, October 16- Friday, October 20	4:30pm-5:00pm
Monday, October 23- Friday, October 27	4:30pm-5:00pm
Monday, October 30	7:30am-7:30pm
Tuesday, October 31	7:30am-8:30pm
Wednesday, November 1- Friday, November 3	7:30am-7:30pm
Saturday, November 4	8:00am-4:00pm
Sunday, November 5	1:00pm-5:00pm
Tuesday, November 7	6:30am-8:00am & 4:30pm until election complete

In addition to the hours listed above the Board of Elections will be open beyond regular business hours to conduct Election Official Training on the following dates and times:

Tuesday, September 26	5:00pm- training is complete (8:30pm)
Monday, October 2	5:00pm- training is complete (8:30pm)
Thursday, October 5	5:00pm- training is complete (8:30pm)
Thursday, October 12	5:00pm- training is complete (8:30pm)
Saturday, October 14	8:30am- training is complete (12:30pm)
Monday, October 16	5:00pm- training is complete (8:30pm)
Thursday, October 19	5:00pm- training is complete (8:30pm)
Saturday, October 21	8:30am- training is complete (12:30pm)

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Tinlin

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

**Motion Carries**

Commissioner Tinlin wanted it to be noted that he had requested a couple of resolutions to be placed on the agenda and they were not. Administrator Crombie stated that it was her error and that she had the copies. Commissioner Tinlin stated that there is no rush, and they can be brought forward at the next BOC meeting. Administrator Crombie stated that here are a few resolutions in relation to the Sheriff's Department. Resolutions for the cameras, radios, and software, if the Board was ready to proceed with passing a resolution for those items. Commissioner Christian-Bennett and Commissioner Badalamenti are not ready. Commissioner Badalamenti feels that since it is 1.1 million extra, it should go on 2024's budget.

Commissioner Tinlin states that his point is that it doesn't get lost or forgotten about. He says that it is important for the safety of the jailers. He refers to a recent incident in Lake County. Commissioner Badalamenti feels that it should be a priority for the 2024 budget. The radios are what bother him, due to the others being reallocated. Commissioner Tinlin states that he is okay with that. The Board did not make any decisions about the radios and his concern currently is the cameras because it is a safety issue.

Commissioner Christian-Bennett states that 1.5 million on cameras and radios has already been spent and the radios were given to the specialty units and not the jailers, which is problematic for her. She states that a bad decision was made due to the radios not going to who they were supposed to go to, but she understands the safety concerns. She feels that it should go into the 2024 budget request as well. The department should look at what else they can cut to help with that. Director Petty stated that the budget process is starting. She states that no resolutions will be passed this year.

Administrator Crombie reiterates that the Board is not saying no, it will be revisited. Commissioner Badalamenti feels that out of everything the Sheriff's Office wants that should be the number one priority. He feels that the issue that was addressed at the current meeting was nobody's fault or oversight. Commissioner Tinlin and Commissioner Christian-Bennett agree.

The Commissioners asked if Ms. Barb Tittle has anything to say for public comment. She does not.

**RECESS: 10:57 AM**

**RECONVENE: 11:00 AM**

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**RESOLUTION NO. 23-0565      -      RE:    ENTER INTO AMENDMENT NO. 1  
BETWEEN THE PORTAGE COUNTY BOARD  
OF COMMISSIONERS ON BEHALF OF  
PORTAGE COUNTY JOB & FAMILY  
SERVICES AND FAMILY & COMMUNITY  
SERVICES, INC. TO PROVIDE OHIO EARLY  
INTERVENTION SERVICE COORDINATION  
AND OUTREACH SERVICES**

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

**WHEREAS,**                      an agreement between the parties was entered into and known as Portage County Contract No. 20220477 (the "Original Subgrant Agreement") on August 4, 2022 by Resolution No. 22-0487 to provide Early Intervention service coordination services, evaluation and assessment and for eligible infants and toddlers with disabilities, ages

- birth through age two (2) year, and their families in Portage County; and
- WHEREAS,** the parties desire to amend the Original Subgrant agreement to increase the original agreement: now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby enter into Amendment No. 1 between the Board of Commissioners on behalf of Portage County Job & Family Services and Family & Community Services, Inc.; and be it further
- RESOLVED,** the Individuals with Disabilities Act (IDEA) American Rescue Plan supplemental funds for Federal Fiscal year (FFY) 2021 (CFDA 84.181X) were appropriated by congress to provide additional support for early intervention and special education services for infants, toddlers, children and youth with disabilities and their families allowing Department of Disabilities to allocate additional funding for this agreement in the amount of Thirty six thousand three hundred seventy-eight and 08/100 (\$36,378.08); and
- RESOLVED,** that annual service under this agreement shall not exceed Three hundred seventy- five thousand one hundred thirty-eight and 48/100 dollars (\$375,138.48); and be it further
- RESOLVED,** that funding for this agreement will come from Job & Family Services fund 1412; 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. 23-0566      -      RE:    ENTER INTO AMENDMENT NO. 2 FOR  
CHILD AND ADOLESCENT NEEDS AND  
STRENGTHS ASSESSMENT (CANS)  
SERVICES 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,** Portage County Job & Family Services is in need of Child and Adolescent needs and Strengths (CANS) assessment tool to support care planning, level of care decision-making, and treatment recommendations for youth that are in the custody of PCJFS and placed in a Qualified Residential Treatment Program (Q RTP).; and
- WHEREAS,** Requests for Proposals were sent to eleven (11) potential service providers; and
- WHEREAS,** two (2) proposals were received, opened and tabulated for Child and Adolescent needs and Strengths (CANS) assessment services on October 27, 2021; and
- WHEREAS,** an agreement between the parties was entered into and known as Portage County contract No. 20220239 (the "Original Contract") on February 2, 2022 by Resolution No. 22-0018 to provide CANS assessment services to eligible Portage County residents; and
- WHEREAS,** amendment No. 1 was entered into on October 26, 2022 by Resolution 22-0577: and
- WHEREAS,** the parties desire to amend the Original Contract; now therefore be it
- WHEREAS,** the Agreement will be used to detail the terms of the relationship between Portage County Job & Family Services and Coleman Professional Services, Inc.; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby enter into Amendment No. 2 between the Board of Commissioners on behalf of Portage County Job & Family Services and Coleman Professional Services, Inc. with its principal place of business located at 5982 Rhodes Road, Kent, Ohio 44240, for the period October 1, 2023 through September 30, 2024, with the option to renew one (1) additional year; 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 total amount of this Agreement is not to exceed Twenty-five thousand and 00/100 dollars (\$25,000.00); 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. 23-0567                      -                      RE:    ENTER INTO A SUBGRANT AGREEMENT  
BETWEEN THE PORTAGE COUNTY BOARD  
OF COMMISSIONERS ON BEHALF OF  
PORTAGE COUNTY JOB & FAMILY  
SERVICES AND THE NORTHEAST OHIO  
CONSORTIUM COUNCIL OF  
GOVERNMENTS FOR OHIO MEANS JOBS  
CENTER OPERATOR SERVICES.**

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

**WHEREAS,**                      Title I of the Workforce Innovation and Opportunity act of 2014 (WIOA) requires that WIOA Area 19, which consists of Geauga, Ashtabula and Portage Counties, must provide for the existence of one or more OhioMeansJobs centers, and provide Adult and Dislocated Worker Career and Training services; and

**WHEREAS,**                      the Northeast Ohio Consortium Council of Governments (NOC COG) has been designated as the Fiscal and Administrative Agent for Title I WIOA funds and other workforce development activity funding sources pursuant to a Governing Agreement entered into by Geauga, Ashtabula and Portage Counties; and

**WHEREAS,**                      on June 28, 2023, the NOC COG and on July 26, 2023 the Area 19 WDB respectively voted to give the GRANTOR the authority to enter into a Subgrant Agreement with SUBGRANTEE for the provision of the Comprehensive OhioMeansJobs center operator, pursuant to the terms and conditions set forth herein, for a term commencing July 1, 2023, and ending June 30, 2024; now therefore be it

**RESOLVED,**                      that the Portage County Board of Commissioners does hereby enter into a Subgrant Agreement with the Northeast Ohio Consortium Council of Governments on behalf of Portage County Job & Family Services for the period July 1, 2023 through June 30, 2024; and be it further

**RESOLVED,**                      compensation for the OhioMeansJobs Center operator shall not exceed Nine Thousand Three Hundred forty-seven 56/100 dollars (\$9,347.56);

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. 23-0568          -          RE:    ENTER INTO A SUBGRANT AGREEMENT  
BETWEEN THE PORTAGE COUNTY BOARD  
OF COMMISSIONERS ON BEHALF OF  
PORTAGE COUNTY DEPARTMENT OF JOB  
& FAMILY SERVICES AND THE  
NORTHEAST OHIO CONSORTIUM COUNCIL  
OF GOVERNMENTS FOR  
OHIO MEANS JOBS CENTER OPERATOR  
AND ADULT AND DISLOCATED WORKER  
SERVICES AND SPECIAL GRANT  
PROGRAMMING.**

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

**WHEREAS,** Title I of the Workforce Innovation and Opportunity act of 2014 (WIOA) requires that WIOA Area 19, which consists of Geauga, Ashtabula and Portage Counties, must provide for the existence of one or more OhioMeansJobs centers, and provide Adult and Dislocated Worker Career and Training services; and

**WHEREAS,** the Northeast Ohio Consortium Council of Governments (NOC COG) has been designated as the Fiscal and Administrative Agent for Title I WIOA funds and other workforce development activity funding sources pursuant to a Governing Agreement entered into by Geauga, Ashtabula and Portage Counties; and

**WHEREAS,** on June 22, 2023, the NOC COG and on July 16, 2023 the Area 19 WDB respectively voted to give the GRANTOR the authority to enter into a Subgrant Agreement with SUBGRANTEE for the provision of Adult and Dislocated Worker career and Programing Services and Special Grant

programming services, pursuant to the terms and conditions set forth herein, for a term commencing July 1, 2023, and ending June 30, 2024; now therefore be it

- RESOLVED,** that the Portage County Board of Commissioners does hereby enter into a Subgrant Agreement with the Northeast Ohio Consortium Council of Governments on behalf of the Portage County Department of Job & Family Services for the period July 1, 2023 through June 30, 2024;
- RESOLVED,** that compensation for WIOA staffing services shall not exceed Four Hundred thirty-nine Thousand Seven Hundred twelve and 00/100 dollars (\$439,712.00); and be it further
- RESOLVED,** that compensation for Adult and Dislocated Worker and special grant programming services shall not exceed Three Hundred eighty-eight thousand eight hundred three and 00/100 dollars (\$388,803.00); and be it further
- RESOLVED,** that compensation for business services/software Expenses and Job fairs, Job fair outreach and Sponsorships shall not exceed Forty five Thousand and 00/100 dollars (\$45,000.00); and be it further
- RESOLVED,** that compensation for Miscellaneous expenses for subscriptions equipment and supplies not covered by the MOU shall not exceed Thirteen thousand three hundred thirty-four dollars and 00/100 (\$13,334.00)
- RESOLVED,** that compensation for operation of the OhioMeansJobs Center shall not exceed One hundred Forty-seven Thousand forty nine 88/100 dollars (\$147,049.88); and be it further
- RESOLVED,** that total compensation under this Subgrant Agreement for the period July 1, 2023 through June 30, 2024 shall not exceed One Million thirty-three thousand eight hundred ninety-eight and 88/100 Dollars (\$1,033,898.88), 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. 23-0569       -       RE:    ENTERING INTO CONTRACT WITH THE  
PORTAGE COUNTY REGIONAL PLANNING  
COMMISSION FOR ADMINISTRATION OF  
THE 2022 CDBG TARGET OF  
OPPORTUNITY PROGRAM, DOWNTOWN  
BUILDINGS (BD-22-1CJ-1) PROGRAM  
GRANT FUNDS**

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

**WHEREAS,**                    Portage County has received 2022 CDBG Target of Opportunity Program, Downtown Buildings Program Grant Funds; and

**WHEREAS,**                    Portage County desires to contract with the Portage County Regional Planning Commission to administer and implement this grant; now therefore be it

**RESOLVED,**                    that the Portage County Board of Commissioners desires to enter into contract with the Portage County Regional Planning Commission to provide such services in the amount of \$15,000 to provide grant application preparation, administration to benefit LMI households, as allowed in the 2022 CDBG Target of Opportunity Program, Downtown Buildings Program; 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. 23-0570       -       RE:    AMEND RESOLUTION 23-0517:  
AUTHORIZING A REQUEST TO ENTER INTO  
AGREEMENT WITH HASENSTAB  
ARCHITECTS, INC. FOR THE PREPARATION  
OF PLANS, SPECIFICATIONS AND  
ESTIMATE OF COST FOR PROJECT PC 23-**

**100 FOR THE PORTAGE COUNTY WATER  
RESOURCES BUILDING IMPROVEMENTS**

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

- WHEREAS,** this Board, by Resolution No. 74-78, adopted April 11, 1974, established Portage County Regional Sewer District, hereinafter called the "SEWER DISTRICT"; and
- WHEREAS,** this Board by Resolution No. 67-17, adopted February 2, 1967, established Streetsboro Sanitary Sewer District No. 4; and
- WHEREAS,** it has become necessary for the Portage County Water Resources Department (PCWR) to expand the office space of the Operations & Maintenance Buildings at 8116 Infirmary Road; and
- WHEREAS,** Resolution No. 23-0210, adopted March 23, 2023, advertised in the Ravenna Record Courier, requesting statements of qualifications for Professional Architectural Design Services; and
- WHEREAS,** two (2) valid submittals were received on May 3, 2023; and
- WHEREAS,** Hasenstab Architects, Inc. was selected as the most qualified firm to perform this work; and
- WHEREAS,** Hasenstab Architects, Inc. has provided a fee proposal for such professional services in the amount of \$108,900; and
- WHEREAS,** it has become necessary for the PCWR to request authorization to enter into agreement with Hasenstab Architects, Inc, to prepare plans, specifications, estimate of cost for the Project No. PC 23-100, Portage County Water Resources Building Improvements, referred to as the "PROJECT"; and
- WHEREAS,** the PROJECT is listed on the department Capital Improvement Plan and the costs of the PROJECT are to be paid through the sewer and water revenue funds; and
- WHEREAS,** the PROJECT number previously noted of PC-0210 is now corrected to be PC 23-100; now therefore be it
- RESOLVED,** by the Board of Commissioners of Portage County, Ohio:

Section 1. That the Board of Commissioners does hereby Amend Resolution No. 23-0517

- Section 2. That said authorization to enter into an agreement with HASENSTAB ARCHITECTS, INC to prepare plans, specifications and estimate of cost for said PROJECT is hereby given.
- Section 3. That the Clerk of this Board is hereby directed to certify a copy of this Resolution to the Department of Budget and Financial Management, the Department of Internal Services and the County Auditor within 15 days after its passage.
- Section 4. That it is hereby found and determined that all formal actions of this Board concerning and relation 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;

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**RESOLUTION NO. 23-0571**

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**RE: A RESOLUTION TO AUTHORIZE THE  
PORTAGE COUNTY ENGINEER TO  
EXECUTE LOCAL PUBLIC AGENCY (LPA)  
AGREEMENT NO. 39889 (PID NO. 119531)  
WITH THE DIRECTOR OF THE OHIO  
DEPARTMENT OF TRANSPORTATION FOR  
THE PROJECT KNOWN AS THE  
REPLACEMENT OF OLD FORGE ROAD (CR  
82 ) BRIDGE OVER BREAKNECK CREEK IN  
ROOTSTOWN TOWNSHIP, PORTAGE  
COUNTY, OHIO.**

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

**WHEREAS,** the Portage County Engineer has secured federal funding from the State of Ohio Department of Transportation for eligible construction costs for the replacement of Old Forge Road (CR 82) bridge over Breakneck Creek in Rootstown Township, Portage County, Ohio, and

**WHEREAS,** the Portage County Engineer has received LPA Agreement No. 39889 (PID No. 119531) from the Director of the Ohio Department of Transportation for this project, and

**WHEREAS,** the LPA Agreement provides for 95% of the eligible construction costs (up to grant maximum) for appropriate work completed on the project, now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby authorize the Portage County Engineer to enter into LPA Agreement No. 39889 (PID No. 119531) with the Director of the Ohio Department of Transportation to access federal funds to pay on the project known as the **replacement of Old Forge Road (CR 82) bridge over Breakneck Creek in Rootstown Township in Portage County**, 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. 23-0572      -      RE:      A RESOLUTION TO AUTHORIZE THE PORTAGE COUNTY ENGINEER TO EXECUTE LOCAL PUBLIC AGENCY (LPA) AGREEMENT NO. 39891 (PID NO. 119501) WITH THE DIRECTOR OF THE OHIO DEPARTMENT OF TRANSPORTATION FOR THE PROJECT KNOWN AS THE REPLACEMENT OF NEWTON FALLS ROAD (CR 177) BRIDGE OVER THE WEST BRANCH OF THE MAHONING RIVER IN PARIS TOWNSHIP, PORTAGE COUNTY, OHIO.**

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

**WHEREAS,** the Portage County Engineer has secured federal funding from the State of Ohio Department of Transportation for eligible construction costs for the



replacement of Newton Falls Road (CR 177) bridge over the West branch of the Mahoning River in Paris Township, Portage County, Ohio, and

**WHEREAS,** the Portage County Engineer has received LPA Agreement No. 39891 (PID No. 119501) from the Director of the Ohio Department of Transportation for this project, and

**WHEREAS,** the LPA Agreement provides for 95% of the eligible construction costs (up to grant maximum) for appropriate work completed on the project, now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby authorize the Portage County Engineer to enter into LPA Agreement No. 39891 (PID No. 119501) with the Director of the Ohio Department of Transportation to access federal funds to pay on the project known as the **replacement of Newton Falls Road (CR 177) bridge over the West branch of the Mahoning River in Paris Township in Portage County**, 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. 23-0573      -      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 \$36,586.21 for August 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

\$36,586.21

**TO:**FUND 1410, PUBLIC ASSISTANCE

ORGCODE - 14100512

Credit Revenue Account

Object: 282000 – JFS - Shared

Project 5SHAR

\$36,586.21

; 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. 23-0574      -      RE:    AUTHORIZE THE DOCUMENT FEE SET  
ASIDE FOR PORTAGE COUNTY  
RECORDER.**

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

**WHEREAS,** pursuant to Section 317.32(1) of the Ohio Revised Code, the Board of Commissioners received written request from the Portage County Recorder to continue the Set Aside Fund presently established to supplement the equipment needs for the Recorder's office; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby agree to the

**RESOLVED,** that a copy of this resolution be filed with the Portage County Recorder, the Portage County Auditor, and the Portage County Department of Budget & Financial Management; and be it further

Roll call vote as follows:

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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:

- ## Motion Carries

- ### 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 September 21, 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	\$1,652,925.26	(Includes late fees of: \$0)
ACH/Neil Group of	\$0	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$507,666.52	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$4,330.61	
Journal Vouchers totaling:	\$660.83	
Then and Now list totaling:	\$244,450.89	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

4. Process the September 21, 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. In accordance with the ORC Section 325.07, the Board of Commissioners acknowledged the receipt of the Portage County Sheriff's Transporting Report for August 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**

6. The Board of Commissioners acknowledged the receipt of the September 19, 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**

7. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for September 4, 2023 through September 10, 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**

8. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for September 11, 2023 through September 17, 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**

9. The Board of Commissioners acknowledged the receipt of the September 18, 2023 notice from Faith Lyon and Theresa Nielsen, Portage County Board of Elections, indicating that the Board of Elections will be open to the public in preparation for the November 7, 2023 General Election as follows:

Tuesday, October 10 (voter registration deadline) 4:30pm-9:00pm

Wednesday, October 11- Friday, October 13 4:30pm-5:00pm

Monday, October 16- Friday, October 20 4:30pm-5:00pm

Monday, October 23- Friday, October 27 4:30pm-5:00pm

Monday, October 30 7:30am-7:30pm

Tuesday, October 31 7:30am-8:30pm

Wednesday, November 1- Friday, November 3 7:30am-7:30pm

Saturday, November 4 8:00am-4:00pm

Sunday, November 5 1:00pm-5:00pm

Tuesday, November 7 6:30am-8:00am & 4:30pm until election complete

In addition to the hours listed above the Board of Elections be open beyond regular business hours to conduct Election Official Training on the following dates and times:

Tuesday, September 26	5:00pm- training is complete (8:30pm)
Monday, October 2	5:00pm- training is complete (8:30pm)
Thursday, October 5	5:00pm- training is complete (8:30pm)
Thursday, October 12	5:00pm- training is complete (8:30pm)
Saturday, October 14	8:30am- training is complete (12:30pm)
Monday, October 16	5:00pm- training is complete (8:30pm)
Thursday, October 19	5:00pm- training is complete (8:30pm)
Saturday, October 21	8:30am- training is complete (12:30pm)

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Tinlin

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

**Motion Carries**

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**Motion:** by Commissioner Badalamenti, seconded by Commissioner Tinlin that the Board adjourns the Meeting of **September 28<sup>th</sup>, 2023 at 11:00 AM.**

All in Favor: Commissioner Badalamenti, Yea; Commissioner Tinlin, Yea;  
Commissioner Christian-Bennett, 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 28<sup>th</sup>, 2023.**

  
Anthony J. Badalamenti, President

  
Sabrina Christian-Bennett, Vice President

  
Mike Tinlin, Board Member

  
Kassidy Parbel, Clerk

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