



Portage County Board of Commissioners
Meeting Minutes

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

Amy Hutchinson, Clerk
330-297-3600

Thursday, June 10, 2021

9:00 AM

Commissioners' Board Room

The Commissioners' meeting minutes are summarized; Audio recordings and backup material are available.

Please contact the Commissioners' Office for specific details.

The Portage County Board of Commissioners' meeting came to order with the following members present.

Attendee Name	Title	Status
Sabrina Christian-Bennett	President	Present
Anthony J. Badalamenti	Vice President	Present
Vicki A. Kline	Board Member	Present

Also attending throughout the day County Administrator Michelle Crombie, Barb Tittle, Diane Smith, Ed Dean, and Brian Ames

Recessed to Solid Waste Management District: 9:01 AM

WATER RESOURCES

Present: Interim Director John Vence and Human Resources Director Janet Kovick

9:03 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the Board of Commissioners move into executive session to consider the discipline of a public employee. Also present: Interim Director John Vence and Human Resources Director Janet Kovick. Roll call vote: Anthony J. Badalamenti, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

9:05 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea; Anthony J. Badalamenti, Yea;

Reconvene the Commissioners' meeting from Solid Waste: 9:05 AM

9:05 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the Board of Commissioners move into executive session to consider the discipline of a public employee. Also present: Interim Director John Vence

and Human Resources Director Janet Kovick. Roll call vote: Anthony J. Badalamenti, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

9:31 AM Upon conclusion of the above referenced discussion, it was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the Board of Commissioners move out of executive session. Roll call vote: Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea;

After exiting executive session, the Board took no action.

HUMAN RESOURCES

Present: Director Janet Kovick

Discussion item:

1. COVID Related Policies

A few weeks ago, Director Kovick presented 3 COVID related policies (Temporary Remote Learning and Childcare Leave, Temporary Public Health Emergency Leave Policy, and Telework Policy) and noted the policies have no expiration date. Since the policies are strictly COVID related, the Board agreed to rescind the policies effective today and Director Kovick will prepare resolutions for Board consideration next week.

9:35 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the Board of Commissioners move into executive session to consider the employment of a public employee. Also present: Human Resources Director Janet Kovick and County Administrator Michelle Crombie. Roll call vote: Anthony J. Badalamenti, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

9:40 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea; Anthony J. Badalamenti, Yea;

After exiting executive session, the Board took no action.

Journal Entries:

- 1. JOURNAL ENTRY:** The Board of Commissioners authorized the full time hire of Cara Wolfgram Evans as a Social Service Worker 3, replacing the position previously held by Monica Miller, for Portage County Job & Family Services. Anticipated start date is June 21, 2021. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment testing.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

2. **JOURNAL ENTRY:** The Board of Commissioners approved leave without pay for a Portage County Job & Family Services employee until August 31, 2021.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
Commissioner Christian-Bennett, Yea;
Motion Carries
3. **JOURNAL ENTRY:** The Board of Commissioners approved leave without pay for a Portage County Job & Family Services employee through July 30, 2021.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
Commissioner Christian-Bennett, Yea;
Motion Carries
4. **JOURNAL ENTRY:** The Board of Commissioners authorized the full time hire of Katherine Hansler as a Biologist, replacing the position previously held by Jessica Wilson, for Portage County Water Resources. Anticipated start date is July 12, 2021. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment testing.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
Commissioner Christian-Bennett, Yea;
Motion Carries
5. **JOURNAL ENTRY:** The Board of Commissioners approved the disability separation of a Department of Budget and Financial Management employee effective June 3, 2021.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
Commissioner Christian-Bennett, Yea;
Motion Carries

DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: Interim Director Dave Lair and Director Joe Harris

Resolutions:

1. The Board of Commissioners approves the Thursday, June 10, 2021 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget and Financial Management./Resolution No. 21-0413
2. The Board of Commissioners agrees to approve the Thursday, June 10, 2021 wire transfers

for health benefits as presented by the County Auditor and reviewed by the Department of Budget and Financial Management./Resolution No. 21-0414

3. The Board of Commissioners agrees to approve the Thursday, June 10, 2021 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget and Financial Management./Resolution No. 21-0415
4. The Board of Commissioners agrees to approve the Thursday, June 10, 2021 Then & Now Certification, as presented by the County Auditor and reviewed by the Department of Budget and Financial Management./Resolution No. 21-0416
5. The Board of Commissioners agrees to amend the General Fund 2021 Annual Appropriation Resolution No. 20-0802, adopted December 17, 2020./N/A
6. The Board of Commissioners agrees to amend the Non General Fund 2021 Annual Appropriation Resolution No. 20-0803, adopted December 17, 2020./Resolution No. 21-0418
 - Interim Director Lair explained the Sheriff's Office needed to pay several web check fees and additional funding will be certified from CCW but until then, they are moving funding from the health benefit line temporarily. Commissioner Christian-Bennett asked if Director Lair would relay a message to the Sheriff that removing funding from the health benefit line shouldn't become a habit.

PLEASE ADD TO YOUR AGENDA

June 10, 2021

Resolutions:

1. Authorize the application and agree to enter into a FY22/23 Subsidy Grant Agreement between the Board of Portage County Commissioners (on behalf of Adult Probation) and the State of Ohio for Community Based Corrections Program also known as 407 ISP Grant. Documents reviewed by Department of Budget and Financial Management with no exceptions noted./Resolution No. 21-0427
 - There is no local match involved with this grant and this is a yearly agreement on behalf of Adult Probation.
2. Authorize the electronic application to the Ohio Office of Criminal Justice Services' Department of Justice Program, Violence Against Women Grant (VAWA), Domestic Violence Intervention Project. Documents reviewed by Department of Budget and Financial Management with no exceptions noted./Resolution No. 21-0428
 - There is a \$20,000 local match with this grant.
3. Authorize the grant agreement and funding application for the Ohio Department of Youth Services Subsidy Grant (Reclaim Ohio) on behalf of the Portage County Juvenile Court. Documents reviewed by Department of Budget and Financial Management with no exceptions noted./Resolution No. 21-0429
 - There is no local match involved with this grant.

BUILDING DEPARTMENT

Present: Director Randy Roberts and Deputy Director Joe Bodnar

Deputy Director Bodnar indicating in 2017, the Board of Commissioners approved Resolution 17-0554 which authorized an additional \$20.00 for cash drawers shared between 4 Building Department employees. In an effort to assist the builders, Deputy Director Bodnar requests an increase in the number of cash drawers to 3 and an increase in the dollar amount for each cash drawer to \$100.00.

The Board agreed to move forward with the request.

Resolution:

1. Amend Resolution No. 17-0554 authorizing cash drawer amounts for the Portage County Building Department, to increase the number of drawers and drawer amounts./Resolution No. 21-0419

BOC MISCELLANEOUS

The Board of Commissioners approved the meeting minutes from June 1, 3 and 8, 2021.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Commissioners

Journal Entry:

1. **JOURNAL ENTRY:** The Board of Commissioners acknowledged receipt of the June 4, 2021 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimate of Resources as presented by the Portage County Auditor's Office

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Resolutions:

1. Appointment to the Portage County Board of Building Appeals – Douglas Brown (homeowner position) and Theodore Manfrass (registered architect)./Resolution No. 21-0420

2. Appointments to the District No. 7 Integrating Committee of Ohio Public Works Commission./Resolution No. 21-0421
3. Resolution to proceed with placing an additional one (1.0) mill levy for current expenses for the benefit of the Portage County District Library pursuant to Section 5705.23 of the Ohio Revised Code./Resolution No. 21-0422

Recessed: 9:54 AM

Reconvened: 10:15 AM

REGIONAL PLANNING COMMISSION DOWNTOWN REVITALIZATION GRANT

Present: Director Todd Peetz and CDBG Specialist Lisa Reeves

Ms. Reeves explained improvements are being proposed to a small block of buildings located on the east side of Main Street, North of Prospect Street in the Village of Mantua. This block of buildings is currently accessible only by sets of uneven and steep stairs with little or no railings for protection. The request is composed of two parts:

1. Rebuilding of the sidewalks and steps into a new patio area with retaining wall and sets of steps to the new patio and walkway level along with an ADA compatible access ramp at the north end of the walk. An ADA parking space will be added near the ramp entry. Continuous railings with handrails at the stairs and ramp would be included in this portion of the project. The estimate for this work is \$180,041.00
2. Renewal of the store fronts and facade of the building, including masonry restoration of the store front. Five of the entrance doors have been changed over time and have undersized, cheap residential entrance doors. These will be replaced with new aluminum covered wood doors with low E tempered glazing and commercial hardware. The two existing doors that are original will be reglazed with low E tempered glazing and will be refurbished. The upper windows in all of the storefronts are currently boarded up and painted over. The windows will be opened back up and reglazed with 1" insulating low E glazing. All woodwork will be painted on the exterior face. Above the storefronts are cornice roofs. These will be repaired and re-roofed. All of the cornice trim work will be painted and refurbished. The masonry face of the building will be cleaned and tuckpointed with brick repairs as needed. The estimate for this work is \$175,016.00

The maximum grant amount is \$250,000 and applications will require firm participation commitments from business/building owners. A maximum of \$25,000 or 10% of the total CDBG project cost, whichever is less may be used for administration.

Ms. Reeves is requesting Board authorization to submit a pre-application for Downtown Revitalization Target of Opportunity Program funds for the proposed project.

1. **JOURNAL ENTRY:** The Board of Commissioners authorized Sabrina Christian-Bennett, President of the Board, to sign the pre-application for a Downtown Revitalization 2021 Target of

Opportunity grant and to allow the Portage County Regional Planning Commission to submit the pre-application on its behalf as presented by the Regional Planning Commission.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

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Recessed: 10:18 AM

Reconvened: 10:20 AM

Director Peetz provided the Board with an update regarding the Comprehensive Plan Committee and explained letters were sent to the Mayors and Township Trustees throughout the County, looking for 20 members on the Vision Plan and 20 on the Comp Plan with some crossover of members. Responses have been requested no later than June 25th as the first meeting of the Vision Plan Committee is scheduled for July 8th (no meeting time or location has been established) and the Comp Plan committee will be towards the end of July. The public will have an opportunity to provide feedback via the County Fair and an on-line survey.

Recessed into the Public Hearing: 10:30 AM

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**REGIONAL PLANNING COMMISSION WINDHAM VILLAGE
CRITICAL INFRASTRUCTURE PUBLIC HEARING**

Commissioners' Boardroom

June 10, 2021

10:30 AM

Present: Commissioner Christian-Bennett, Commissioner Badalamenti, Commissioner Kline, Clerk Amy Hutchinson, County Administrator County Administrator Michelle Crombie, Regional Planning Commission Director Todd Peetz, CDBG Specialist Lisa Reeves, Diane Smith, Barb Tittle, Brian Ames, Ed Dean

Commissioner Christian-Bennett opened the Public Hearing at 10:30 AM.

I. Introduction – Lisa Reeves

II. Purpose of the Hearing – Lisa Reeves

The purpose of today's Public Hearing is to hear public input on a Critical Infrastructure Grant the Planning Commission is applying for on behalf of the Board of Commissioners.

III. Discussion of the 2021 Critical Infrastructure Grant – Lisa Reeves

Program Narrative:

Windham Village is a small rural community located in Portage County, Ohio. Once a thriving community with many residents employed by the Ravenna Arsenal, its current status has changed over the decades and it continues to struggle with limited resources including deteriorating infrastructure, lack of economic development opportunities, and loss of commercial businesses including its only grocery and hardware stores. The largest employer in Windham is Harbison Walker, an international company which is the largest supplier of refractory products and services in the United States.

The Village will use the Critical Infrastructure Program to fund a project on Maple Grove Road, located in a central residential area which retains some of the oldest waterlines partially replaced in the 1970's and 1980's. A total of 1,600 linear feet of waterlines will be replaced along with 1,500 lineal feet of sidewalk. The proposed improvements consist of replacing the entire waterline service and fire hydrants along Maple Grove Road completing a neighborhood loop from North Main Street to East Center Street. Sidewalk and ADA ramps will be replaced, which provide ADA access along the corridor, and spot curb repairs where service laterals need to be replaced. Several new water valve installations and tie ins will complete the upgrades. The unsafe waterline is the main driver and primary expense of this project. However, each of the proposed improvements is critical to the goal of improving the infrastructure in this neighborhood and all of the components is a required component of the waterline. The roadway work is limited to 5 ft. wide trench cuts to put in service laterals. The sidewalk will need to be removed and then put back once construction of the waterline is completed since the waterline is under the sidewalk.

Maple Grove Road serves a critical area in the Village, providing access to Katherine Thomas Elementary School which serves grades Pre-School through Grade 4. The waterline is critical infrastructure to half the Village, with no secondary source, and serves a vulnerable population of low-income residents as well as an elementary school. The current condition is very poor with recurrent failures and an urgent need for replacement. Failure to replace this line soon may result in an immediate health and safety concern for a large portion of the Village Residents and closure of the Windham Exempted Village School Districts only elementary school. The sidewalk is the only pedestrian transportation route for the school children and general community. The current condition is so poor it presents safety and health concerns. Maple Grove Road presents a trip hazard, as it is a high pedestrian area. The street poses further concern due to the frequent need for access by bus riders, event traffic, and EMS services to school facilities and events.

These upgrades are anticipated to yield the following results:

- Restore pedestrian access to the residents
- Provide safe access to the schools and homes of the users
- Eliminate the pedestrian hazards that currently exists
- Eliminate an unsafe drinking water risk to the school district
- Bring the Village into compliance with State and Federal requirements

The construction cost is estimated at \$474,050 plus \$25,000 for administration. The Village of Windham is seeking a \$452,050 (includes administration) grant to support this project and will provide matching funds in the amount of \$48,000 which will be used to towards the cost to complete the sidewalks, ADA ramps and curbs.

IV. Questions - None

V. Adjournment at 10:33 AM

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Badalamenti

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

Motion Carries

Reconvene Commissioners' Regular Session: 10:33 AM

1. **Draft Resolution:** Authorize the filing of an application for the 2021 Community Development Critical Infrastructure Program Grant Funds and enter into an administrative agreement with Portage County Regional Planning Commission./Resolution No. 21-0423

Recessed: 10:33 AM

Reconvened: 10:45 AM

Recessed into the Public Hearing: 10:45 AM

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**REGIONAL PLANNING COMMISSION RAVENNA CITY
CRITICAL INFRASTRUCTURE PUBLIC HEARING**

Commissioners' Boardroom

June 10, 2021

10:45 AM

Present: Commissioner Christian-Bennett, Commissioner Badalamenti, Commissioner Kline, Clerk Amy Hutchinson, County Administrator County Administrator Michelle Crombie, Regional Planning Commission Director Todd Peetz, CDBG Specialist Lisa Reeves, Diane Smith, Barb Tittle, Brian Ames, Ed Dean and Patrick Jeffers

I. Introduction – Lisa Reeves, CDBG Specialist

II. Purpose of the Hearing – Lisa Reeves, CDBG Specialist

The purpose of today's Public Hearing is to hear public input on a Critical Infrastructure Grant the Planning Commission is applying for on behalf of the Board of Commissioners.

III. Discussion of the 2021 Critical Infrastructure Grant

Project Narrative:

Pratt Street Improvements - Critical Infrastructure Grant

Pratt Street is located on the south side of downtown Ravenna, with the affected section being located between East Main Street and East Riddle Avenue. The neighborhood is primarily residential, with entrances to a few commercial establishments along the northern portion of Pratt Street. Many of the homes along this street were constructed circa 1900. The street receives a mix of commercial and residential traffic. The entire project area is encompassed within the 2010 Census Low to Moderate Income (LMI) area.

The critical driving issue for this project is the water line. The water line along this road was constructed sometime between 1930 and 1956, exceeding its 50-year design life. The water line is only 4 inches in diameter, not meeting the minimum 6 inches to provide adequate flow to fire hydrants. The fire hydrant in the center of the project area has been tested to show only 2 psi multiple times in the last few years, far below the minimum recommended pressure for proper fire protection (20 psi). With pressure this low, the fire department often will not even attempt to use the hydrant, instead waiting for a tanker truck to arrive from Ravenna Township. This low pressure is likely also caused by the narrow pipe diameter as well as corrosion within the water lines. The lower water pressure also causes a nuisance to property owners who wish to run multiple fixtures simultaneously.

The road surface on Pratt Street is deteriorated due to age (it was last resurfaced 18 years ago). The road condition creates potentially hazardous conditions for vehicles and pedestrians due to the rough surface. The new waterline will need to be placed within the roadway due to the mature trees in the tree lawns. Once the road is excavated to replace the failed water lines and connect the water services, the road surface will need to be restored.

In order to prevent having to cut into a freshly paved road to make repairs to aged infrastructure in the near future, deteriorated catch basins, curbs, and driveway aprons will be replaced prior to roadway resurfacing. Damaged sidewalks will be brought up to Americans with Disabilities Act (ADA) standards (as required with any street alterations, such as resurfacing).

The unsafe water line is the main driver and primary expense of this project. However, each of the proposed improvements (water facilities, streets, sidewalks, and drainage facilities) is critical to the goal of improving the infrastructure in this neighborhood to a safe and reliable level. Each improvement ties into the other in a way that improving one without the others would be inefficient and counterproductive.

The construction cost of this project is estimated to be \$340,000, with an additional \$20,000 for administrative costs. This City of Ravenna is seeking a \$270,000 grant to support this project and will provide matching funds of \$30,000 from its storm fund, \$30,000 from its paving fund, \$15,000 from its water fund, and \$15,000 from its general fund to complete the balance of these improvements.

This project is necessary for the residents and commercial customers along Pratt Street in order to remedy unsafe conditions caused by the failing water infrastructure. The proposed improvements will benefit this LMI neighborhood through improved fire suppression, water services, and roadways. The project will also benefit the residents residing in the remainder of the block group.

These block group residents will benefit from the improved reliability of the water network (as future repairs may require valves being shut that would feed their water through these new water lines), as well as an improved transportation network (streets and sidewalks) that provides them access to and from Main Street.

IV. Questions/Comments:

1. Patrick Jeffers, Ravenna City Engineer
 - The waterline replacement is necessary due to the safety issue in the area as a fire hydrant on the street is out of service.
 - The City has also received an e-mail from a citizen complaining about the water pressure.
 - A larger waterline will be big improvement to the area.
2. Commissioner Badalamenti asked how many other streets are affected?
 - Mr. Jeffers noted it's mainly just the area on Pratt Street that still has a 4" waterline.
3. Brian Ames asked if this has an impact on the fire safety of the buildings around the area?
 - Mr. Jeffers noted if there's a need for the fire hydrant on Pratt Street, the new line would provide increased safety for the neighborhood. In terms of larger commercial building, the Fire Department would use the hydrants located on Main Street or Riddle Avenue to provide adequate water supply for a building.

VI. Adjournment at 10:50 AM

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Badalamenti

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

Motion Carries

Reconvene Commissioners' Regular Session at 10:50 AM

1. Draft Resolution: Authorize the filing of an application for the 2021 Community Development Critical Infrastructure Program Grant Funds and enter into an administrative agreement with Portage County Regional Planning Commission./Resolution No. 21-0424

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Recessed: 10:51 AM

Reconvened: 11:00 AM

11:00 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Anthony J. Badalamenti, seconded by Sabrina Christian-Bennett that the Board of Commissioners move into executive session to consider the employment of a public employee. Also present: County Administrator Michelle Crombie the Commissioners. Roll call vote: Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea; Vicki A. Kline, Yea;

11:27 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea; Anthony J. Badalamenti, Yea;

After exiting executive session, the Board took no action.

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Commissioner Christian-Bennett asked the Clerk to schedule a meeting with the Prosecutor's Office on Monday at 12:30 PM.

JOB AND FAMILY SERVICES

Present: Kellijo Jeffries and Sue Brannon, Budget & Finance Administrator Job and Family Services

Resolutions:

1. Transfer from Fund 1413 WIA Fund to Fund 1410 Public Assistance Fund./Resolution No. 21-0425
2. Transfer from Fund 0001 General Fund to Fund 1414, Child Support Administration./Resolution No. 21-0426

11:30 AM In accordance with the Ohio Rev. Code 121.22(G)(4), it was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the Board of Commissioners move into executive session to review bargaining sessions with public employees concerning their compensation and other terms and conditions of their employment. Also Present: Director Kellijo Jeffries, Sue Brannon, Budget & Finance Administrator Job and Family Services, County Administrator Michelle Crombie, and Human Resources Director Janet Kovick. Roll call vote: Anthony J. Badalamenti, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

11:59 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea; Anthony J. Badalamenti, Yea;

After exiting executive session, the Board took no action.

12:00 PM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the Board of Commissioners move into executive session to consider the employment of a public employee. Also Present: Director Kellijo Jeffries, Sue Brannon, Budget & Finance Administrator Job and Family Services, County Administrator Michelle Crombie, and Human Resources Director Janet Kovick. Roll call vote: Anthony J. Badalamenti, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

12:04 PM Upon conclusion of the above referenced discussion, it was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the Board of Commissioners move out of executive session. Roll call vote: Anthony J. Badalamenti, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

After exiting executive session, the Board took no action.

Recessed: 12:05 PM

Reconvened: 1:17 PM

SHERIFF'S OFFICE

Present: Sheriff Bruce Zuchowski, Chief Deputy Ralph Spidaleri, Ron Rost, Finance Manager, Major Larry Limbert, Jail Administrator Bryan Morgenstern, Interim Department of Budget and Financial Management Director Dave Lair, Department of Budget and Financial Management Director Joe Harris, County Administrator Michelle Crombie

The Sheriff's Office and the Department of Budget and Financial Management met with the Board to discuss the Sheriff's Office budget. The Board listened to a presentation made by Department of Budget and Financial Management Director Joe Harris to help answer the question about extra funding the Board provided to the Sheriff's Office. The presentation included the following information:

Sheriff's Budget Analysis
Funds 0001 & 0002

2019

2019 Budgeted Amount	12,542,997.00	D
2019 Actuals	12,341,854.84	I
Difference (Under)	(201,142.16)	
Percentage of Budget Spent	98%	

2019 Beginning Budget	11,847,778.00	A
Transfers In	711,219.00	B
Transfers Out	(16,000.00)	C
2019 Revised ending Budget	12,542,997.00	D
2020 Beginning Budget	13,335,330.00	E
Difference	792,333.00	A

2019 Activities	
Additional Staffing- Corrections for half of 2019	499,999.00
JE 2258 12/19/19	2,125.00
2019 Increase Admin	4,891.00
Total:	507,015.00
Other Misc (Sick leave Conversion, Uniform Increase, Retirement payoff)	204,204.00
Total for 2019 supplemental	711,219.00

JE 2258 12/19/19	(16,000.00)
Total:	(16,000.00)

2020

2020 Budgeted Amount	13,420,682.00	H
2020 Actuals including CARES Reclass	13,317,535.75	K + \$667,309
Difference (Under)	(103,146.25)	
Percentage of Budget Spent	99%	

2020 Beginning Budget	13,335,330.00	E
Transfers In	1,945,352.00	F
Transfers Out	(1,860,000.00)	G
2020 Revised ending Budget	13,420,682.00	H
2021 Beginning Budget	13,506,929.00	I
Difference	86,247.00	A

2020 Activities	
Reallocation of Comp Budget	122,000.00
Breakout of Salary and Fringes in Sales fund	520,000.00
2020 Comp Increases Reallocation *	1,218,000.00
Total:	1,860,000.00
Other Misc (Sick leave Conversion, Retirement payoff)	85,352.00
Total for 2020 supplemental	1,945,352.00

Reallocation of Comp Budget	(122,000.00)
Breakout of Salary and Fringes in Sales fund	(520,000.00)
2020 Comp Increase Reallocation	(1,218,000.00)
Total:	(1,860,000.00)

Notes:

2019-2020

- For additional Staffing, I believe that hiring of 14 new CO's supports the \$499,999 additional money given in 2019 (See "CO Hire 2019 Support")

2020-2021

- The budget increase from 2020-2021 0.64%.

Questions:

- Budget Increased by 792,333 from 2019 ending to 2020 beginning budget, what did it get spent on?

What was the total compensation increase for the whole dept in 2020?

In 2021, spending as of 5/2021, should be around 5.6M but currently have 5.8M. Overspending by 200K, where and how will you remedy that.

We notice that there is a grant request for 8 new deputies for grant period of 3 years. Are we using that in place of your initial request of 6 additional deputies?

Account Inquiry [PORTAGE COUNTY]

Account Inquiry [PORTAGE COUNTY]

Account Monitoring

Account Inquiry [PORTAGE COUNTY]

HISTORICAL ACTUALS COMPARISON

Account Inquiry [PORTAGE COUNTY]

Account Monitoring

Account Inquiry [PORTAGE COUNTY]

HISTORICAL ACTUALS COMPARISON

Back

Output

Print

Display

PDF

Save

Excel

Display Find

Exit Totals

Criteria

Account

Fund

Org

Object

Project

Acct name

Type

Rollup

Sub-Rollup

Multifund

Status

Account Notes

4 YEAR COMPARISON											
CURRENT YEAR HISTORY 4 YEAR GRAPH HISTORY GRAPH											
Yr/Per 2021/05	Original Budget	Transfers In	Transfers Out	Revised Budget	Actual (Memo)	Encumbrances	Requisitions	Available	Percent used		
Fiscal Year 2021	13,906,929.00	0.00	0.00	13,906,929.00	6,345,809.07	0.00	0.00	7,161,119.93	46.96		
Fiscal Year 2020	13,335,330.00	0.00	0.00	13,420,682.00	12,650,226.37	0.00	0.00	770,455.63	94.26		
Fiscal Year 2019	11,847,778.00	0.00	0.00	12,542,997.00	12,341,854.84	0.00	0.00	201,142.16	98.40		
Fiscal Year 2022	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		

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Last Name	First Name	2020 Hourly Rate	Job Class Code Desc	Location Code Desc	Personnel Status Code	Hire Date	Annual Pay	Termination Date	Hire Date	Annual Pay	Grade/Rank
1	KASICKI BRANDI	20.80	CORRECTIONS OFFICER	SHERIFF-CORRECTIONS	FT	04/08/2019	43,267.90		04/08/2019	46,940.92	CORR
2	OWENS MARKUS	20.80	CORRECTIONS OFFICER	SHERIFF-CORRECTIONS	FT	04/29/2019	43,267.90		05/04/2019	46,940.92	CORR
3	VAN HORN KATELYN	20.80	CORRECTIONS OFFICER	SHERIFF-CORRECTIONS	FT	05/04/2019	43,267.90		06/10/2019	46,940.92	CORR
4	STEBNER NATALIE	20.80	CORRECTIONS OFFICER	SHERIFF-CORRECTIONS	FT	06/18/2019	43,267.90		06/18/2019	46,940.92	CORR
5	KREPP NICHOLAS	20.80	CORRECTIONS OFFICER	SHERIFF-CORRECTIONS	FT	06/24/2019	43,267.90		06/24/2019	46,940.92	CORR
6	JACKSON LARRY	20.80	CORRECTIONS OFFICER	SHERIFF-CORRECTIONS	FT	08/26/2019	43,268.04		09/09/2019	46,940.92	CORR
7	WILLIAMS PAIGE	20.80	CORRECTIONS OFFICER	SHERIFF-CORRECTIONS	FT	09/09/2019	43,267.90		09/23/2019	46,940.92	CORP
8	ALLEN RICHARD	20.80	CORRECTIONS OFFICER	SHERIFF-CORRECTIONS	FT	09/23/2019	43,267.90		10/17/2019	46,940.92	CORR
9	O'CONNELL MATTHEW	20.80	CORRECTIONS OFFICER	SHERIFF-CORRECTIONS	FT	10/17/2019	43,267.90		11/04/2019	46,940.92	CORR
10	MASTRONDONATO BRIAN	20.80	CORRECTIONS OFFICER	SHERIFF-CORRECTIONS	FT	11/04/2019	43,267.90		11/15/2019	46,940.92	CORR
11	MILLER MATTHEW	20.80	CORRECTIONS OFFICER	SHERIFF-CORRECTIONS	FT	11/15/2019	43,267.90		11/18/2019	46,940.92	SRG
12	HATHAWAY MATHAN	20.80	CORRECTIONS OFFICER	SHERIFF-CORRECTIONS	FT	11/18/2019	43,267.90		11/21/2019	46,940.92	CORR
13	BLATTNER JOHN-KELLY	20.80	CORRECTIONS OFFICER	SHERIFF-CORRECTIONS	PT/FT	11/21/2019	0.00				
14	MOORE MYA	0.00	CORRECTIONS OFFICER	SHERIFF-CORRECTIONS			562,482.99			657,172.88	

First Name	Job Class Code Desc	Termination Date	Hire Date
BRANDI	CORRECTIONS OFFICER	04/08/2019	
MARKUS	CORRECTIONS OFFICER	04/29/2019	
KATELYN	CORRECTIONS OFFICER	05/04/2019	
NATALIE	CORRECTIONS OFFICER	06/20/2019	
NICHOLAS	CORRECTIONS OFFICER	06/28/2019	
LARRY	CORRECTIONS OFFICER	06/24/2019	
PAGE	CORRECTIONS OFFICER	08/26/2019	
RICHARD	CORRECTIONS OFFICER	09/09/2019	
MATTHEW	CORRECTIONS OFFICER	09/23/2019	
BRIAN	CORRECTIONS OFFICER	10/17/2019	
MATTHEW	CORRECTIONS OFFICER	11/04/2019	
NATHAN	CORRECTIONS OFFICER	11/15/2019	
JOHN-KELLY	CORRECTIONS OFFICER	11/18/2019	
MYA	CORRECTIONS OFFICER	11/21/2019	

2019	Hired	14
	Terminated	0
	Net:	14

Salary Cost only: 562,483

First Name	Job Class Code Desc	Termination Date	Hire Date
LYNN	CORRECTIONS OFFICER		02/03/2020
DANIEL	CORRECTIONS OFFICER		02/10/2020
DARIANNA	CORRECTIONS OFFICER		04/27/2020
JACOB	CORRECTIONS OFFICER		10/21/2020
CIARA	CORRECTIONS OFFICER		12/07/2020
AMBER	CORRECTIONS OFFICER		12/14/2020
JUSTIN	CORRECTIONS OFFICER	12/27/2020	08/08/2015
DOUGLAS	CORRECTIONS OFFICER	05/31/2020	07/14/2014

2020	Hired	6
	Terminated	2
	Net:	4

Net Salary Cost: 166,158

First Name	Job Class Code Desc	Termination Date	Hire Date
LOGAN	CORRECTIONS OFFICER		03/22/2021
MICHAEL JAMES	CORRECTIONS OFFICER		04/19/2021
KALLEN	CORRECTIONS OFFICER		04/20/2021
LEANNE	CORRECTIONS OFFICER	04/05/2021	10/28/2017

May-21	Hired	3
	Terminated	1
	Net:	2

Net Salary Cost: 82,306

2019-5/2021	
Hired	23
Terminated	3
Net:	20

Number of CO's employed	
2018	44
2019	58
2020	62
May-21	64

TOTAL EXPENSES

TOTAL

TOTAL

27007303 321500

27007303 321300

27007303 321200

27007303 321010

27007303 313000

27007303 311300

27007303 311200

Employee Full Time Salaries

Part Time/Seasonal Salaries

Employee Overtime

PERS

Medicare

Workers Compensation

Health Benefits

GF Road Deputies PS

General Fund 5739.026

2018	2019	2020	2021	2021 BUDGET
682,185	687,951	700,196	-	-
682,185	687,951	700,196	-	-
415,350	414,092	439,570	-	-
63,350	70,111	73,006	-	-
4,980	4,846	5,168	-	-
4,091	3,951	4,227	-	-
49,979	50,143	53,168	-	-
12,223	8,724	11,749	-	-
74,268	33,308	45,264	-	-
206,459	243,010	246,986	-	-

TOTAL

27007103 332000

27007103 321500

27007103 321300

27007103 321200

27007103 321010

27007103 313000

27007103 311200

Employee Full Time Salaries

Employee Overtime

PERS

Medicare

Workers Compensation

Health Benefits

Other Cash Benefits

GF Corrections

1 General Fund
27007103 GF Corrections

2018	2019	2020	2021	2021 BUDGET
266,835	273,860	260,627	-	-
3,000	3,000	3,000	-	-
42,216	48,619	48,255	-	-
3,217	3,226	3,039	-	-
2,678	2,680	2,523	-	-
26,492	26,568	25,029	-	-
15,363	15,578	3,829	-	-
173,868	174,190	174,951	-	-

12/30/2020 Employees paid	3
Corrections	5
Road Dept FT	3
Road Dept PT	11
total	11

All of which is absorbed by corrections and deputies

- After listening to the presentation, it was determined the previous administration spent funding on what they said they were going to spend it on.
- Director Lair explained the Office is spending additional funding this year and they are going to run out in October if nothing is changed.
- Mr. Rost noted the ask for an additional 13 employees is for staffing considerations based on the layout of the jail itself.
- Commissioner Christian-Bennett explained the Board was told staffing for the new POD and the rest of the facility would be an additional 15.
- Director Lair pointed out the year to date report shows where the Office is spending and saving money and the overall change is \$229,000 per year.
- Mr. Limbert reported if you look at the way the jail is structured, it's the worst design in the world and there's no possible way to open up the new POD with the current staffing levels they have. Staffing levels are so bad that the state will come in and shut the new POD down due to state mandate.
- Administrator Morgenstern presented the breakdown of state mandates from the Ohio Revised Code.
- Commissioner Christian-Bennett pointed out the mandates aren't specific as to the number of staffing, that is at the discretion of the Sheriff.
- Commissioner Badalamenti indicated the Sheriff's Office needs the extra 14 people and he would like to see that implemented sooner than later. There's an issue, it has been identified, and the Board should move forward with funding.
- Commissioner Christian-Bennett explained it all boils down to money, where is the money coming from?
- Commissioner Badalamenti stated the Board needs to find the money and it could come from a sales tax levy.
- County Auditor Esposito pointed out that the Board should have left the 25% sales tax on and she can't believe the officers don't have body cameras.
- Mr. Limbert explained the Office doesn't have enough Deputies to handle the calls on the road – they have 3 suicides going on and a missing person and someone is going to get hurt.
- Ms. Tittle noted the Sheriff's Office isn't asking for an additional Road Patrol Deputies, they are asking for 4 new employees – 2 for Job and Family Services and 2 for the schools and that's not additional Road Deputies.
- Mr. Limbert pointed out the number of staffing that gets injured and goes out on extended medical leave, FMLA or vacation.
- Commissioner Christian-Bennett explained the Board had a plan to continue the sales tax and Commissioner Kline and Commissioner Christian-Bennett voted to continue funding the additional employees at the Sheriff's Office for another year, but the General Fund cannot continue to absorb the expense.
- Commissioner Christian-Bennett suggests the Board meet with the new Finance Director to discuss the budget in more detail.
- Commissioner Badalamenti replied the County has the funding to move forward and it could be sustained by a sales tax and to wait until January to move forward is a disservice to the County and the Sheriff's Office.

- Commissioner Christian-Bennett stated the Board needs to consider the tax moving forward and there is enough funding available to provide help for this year and part of next year, but the carryover is 1 time money.
- Commissioner Badalamenti stated the Sheriff has said that the Justice Center roof can wait this year and would take care of more than half of the ask. Commissioner Christian-Bennett explained capital improvement projects have been put on hold in the past and now they cost twice as much because they are in such disrepair. There needs to be a balance.
- Ms. Tittle noted the first request from the Sheriff's Department was for 13 or 14 new vehicles and then a request for more personnel, what's the priority?
- Commissioner Christian-Bennett noted with the additional new hires for Road Patrol, there hasn't been a request for 6 additional vehicles and Mr. Limbert explained the Chief mentioned a take home program, but that's no longer a viable option for the department because they aren't able to put additional people on the road.
- Commissioner Badalamenti explained the Sheriff's Office did not present a wish list, they provided a 'we need list' and there's a big difference. The take home program was never approved by the Board and Commissioner Christian-Bennett noted it was approved. The Sheriff's Office didn't need 12 additional vehicles when they were already on a rotation replacement plan of 5-6 cars and they received 8 because the Solid Waste vehicle came back, one was in an accident and the Sheriff bought his new truck.
- Commissioner Christian-Bennett stated Board will start looking into the process of putting a sales tax levy on the ballot.

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RESOLUTION No. 21-0413

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RE: **BILLS APPROVED AND ACH CERTIFIED TO
THE PORTAGE COUNTY AUDITOR FOR
PAYMENT.**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following resolution be adopted:

RESOLVED,

that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee on June 10, 2021 in the total payment amount of **\$869,050.55 including late fees finance charges, interest & penalties amounting to \$23.88 for Funds 0001-8299** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

RESOLVED,

that the ACH payment is approved as certified to the County Auditor for payment on or after Friday, June 11, 2021, contingent upon the review of the Portage County Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee on June 10, 2021 in the total payment amount of **\$86.35 to Neil Group** as set forth in the

Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

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

Roll call vote as follows:

Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

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**RESOLUTION NO. 21-0414 - RE: WIRE TRANSFER APPROVED AND CERTIFIED
TO THE PORTAGE COUNTY AUDITOR FOR
PAYMENT.**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following resolution be adopted:

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee on June 10, 2021 in the total payment amount as follows:

1. \$390,577.38 to Medical Mutual - Claims
2. \$3,159.97 to Medical Mutual – Flex Claims

as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

RESOLVED, that the Board of Commissioners authorizes the wire transfer for the charges relating to health benefits, as presented by the Portage County Auditor's Office:

Wire Transfer on Friday, June 11, 2021 \$ 390,577.38
Wire Transfer on Friday, June 11, 2021 \$ 3,159.97

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:

Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

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**RESOLUTION NO. 21-0415 - RE: APPROVAL OF JOURNAL
VOUCHERS/ENTRIES.**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following Resolution be adopted:

WHEREAS, the Ohio Revised Code requires that warrants be approved by the Board of Commissioners prior to their issuance; and

WHEREAS, there are other similar financial transactions defined as journal vouchers/entries that are dissimilar in that they are used to pay for charges for services from one county department and/or fund to another department and/or fund and thus are processed in lieu of issuing a warrant; and

WHEREAS, the Journal Vouchers/Entries are recommended by the County Auditor's Office for review and approval by the Board of Commissioners; now therefore be it

RESOLVED, that the Board of Commissioners approves the following Journal Vouchers/Entries, as presented by the County Auditor's Office:

6/10/21		4,444.36
Total		\$4,444.36

; 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:

Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

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RESOLUTION NO. 21-0416

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**RE: ACCEPTANCE OF THEN AND NOW
CERTIFICATIONS FOR PAYMENT.**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, Ohio Revised Code Section 5705.41 (D)(1) authorizes the expenditure of moneys, provided a certificate of the County Auditor is supplied stating that there was at the time of the making of such contract or order and at the time of the execution of such certificate a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances (Then and Now Certification); and

WHEREAS, the Then and Now Certification is recommended by the State Auditor's Office, the Portage County Auditor's Office, and the Portage County Prosecutor's Office; and

WHEREAS, a listing of expenditures has been certified by the County Auditor according to Ohio Revised Code section 5705.41 (D)(1); now therefore be it

RESOLVED, that the expenditures listed are properly certified by the County Auditor in the amount of **\$80,802.79** dated **June 10, 2021** shall be paid; 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:

Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

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RESOLUTION NO. 21-0417

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RE: AMENDMENT TO THE GENERAL FUND

*NO AMENDMENT TO THE GENERAL FUND THIS DATE RESOLUTION FOR NUMBERING
PURPOSES ONLY*

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RESOLUTION NO. 21-0418

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RE: AMENDMENT TO THE NON GENERAL FUND
2021 ANNUAL APPROPRIATION
RESOLUTION NO. 20-0803 ADOPTED
DECEMBER 17, 2020

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following resolution be adopted:

RESOLVED, that it has become necessary to amend the Non General Fund 2021 Annual Appropriation in the amounts and for the purposes set forth in the enumeration shown below as reviewed and recommended by the Director of Budget & Financial Management:

		<u>Increase</u>	<u>Decrease</u>
1100	Concealed Handgun Licenses		
11004	Contractual Services	\$ 7,000	
11003	Health Benefits		\$ 7,000
Total:		\$ 7,000	\$ 7,000

; and be it further

RESOLVED, that the notes of explanation in this resolution are for informational purposes only and are not intended to restrict the expenditure of those appropriated funds to any single purpose. Such funds are for the use of all expenditures that are lawful under the approved appropriation; and be it further

RESOLVED, that a certified copy of this resolution be filed with the County Auditor, and be it further

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

Roll call as Follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Anthony J. Badalamenti, Yea

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RESOLUTION No. 21-0419

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**RE: AMEND RESOLUTION NO. 17-0554,
AUTHORIZING CASH DRAWER AMOUNTS
FOR THE PORTAGE COUNTY BUILDING
DEPARTMENT, TO INCREASE THE NUMBER
OF DRAWERS AND DRAWER AMOUNTS.**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following Resolution be adopted:

- WHEREAS,** four (4) Building Department Permit Technicians currently share two (2) cash drawers, with \$50.00 in each drawer, when accepting payments from building department customers; and
- WHEREAS,** in an effort to strengthen internal controls regarding cash payment drawers, the Building Department Director recommends increasing the number of cash drawers to three (3), and increasing the dollar amount in each cash drawer to \$100.00, which will improve the Building Department operation in cash handling activities; and therefore let it be
- RESOLVED,** that the Portage County Board of Commissioners authorizes the Portage County Building Department to increase their two (2) Cash Drawers to three (3), to accept payments from building inspection customers, with a cash balance of Three Hundred Dollars and No Cents (\$300.00) total; and be it further
- RESOLVED,** that this Resolution supersedes all previous versions of the Board of Commissioners approved cash drawer number and dollar amount for the Portage County Building Department; and be it further
- RESOLVED,** that a copy of this resolution be filed with the Portage County Auditor; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Anthony J. Badalamenti, Yea;

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RESOLUTION NO. 21- 0420

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RE: APPOINTMENT TO THE PORTAGE COUNTY

BOARD OF BUILDING APPEALS

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following Resolution be adopted:

- WHEREAS,** the Portage County Board of Building Appeals is organized for the purposes of hearing variances from the Residential Code of Ohio, the Portage County Flood Damage Reduction Regulations and any other decision of the Department Director / Building Official, over which this Board may have jurisdiction under Ohio law, and
- WHEREAS,** the Portage County Board of Commissioners Resolution No. 02-0865 created the by-laws of the Portage County Board of Building Appeals specifying the make-up of membership, terms of office for each member, determination of quorum, etc.; now, therefore, be it
- RESOLVED,** the Portage County Board of Commissioners hereby appoints the following members to a three-year term beginning immediately and ending June 10, 2024:
- | | |
|--|--|
| Douglas Richard Brown
459 Equestra N.
Aurora, OH 44202
(Representing a Home Owner)
Architect) | Theodore Gary Manfrass
11238 Center Rd
Garrettsville, OH 44231
(Representing a Registered |
|--|--|
- 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:

Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

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RESOLUTION NO. 21-0421

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RE: APPOINTMENTS TO DISTRICT NO. 7

**INTEGRATING COMMITTEE OF OHIO
PUBLIC WORKS COMMISSION.**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following Resolution be adopted:

- RESOLVED,** that the Board of Portage County Commissioners does hereby confirm the appointment of **Sabrina Christian-Bennett, Portage County Commissioner**, as a representative of Portage County on the District No. 7 Integrating Committee of the Ohio Public Works Commission regarding the State Issue 2 Infrastructure Bond Issue; and be it further
- RESOLVED,** that the Board of Portage County Commissioners does hereby confirm the appointment of **Michael Marozzi, Portage County Engineer**, as a representative of Portage County on the District No. 7 Integrating Committee of the Ohio Public Works Commission regarding the State Issue 2 Infrastructure Bond Issue; and be it further
- RESOLVED,** to ensure that all interests are represented at all meetings and to ensure meeting quorums, the Board of Commissioners confirms the appointment **Larry Jenkins, as alternate for County Engineer Michael Marozzi and Commissioner Anthony J. Badalamenti, as an alternate for Commissioner Sabrina Christian-Bennett**; and be it further
- RESOLVED,** the terms of the appointments are effective May 31, 2021 through May 30, 2024; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were 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:

Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

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RESOLUTION NO. 21-0422

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**RE: RESOLUTION TO PROCEED WITH PLACING
AN ADDITIONAL ONE (1.0) MILL LEVY FOR
CURRENT EXPENSES FOR THE BENEFIT OF
THE PORTAGE COUNTY DISTRICT LIBRARY
PURSUANT TO SECTION 5705.23 OF THE
OHIO REVISED CODE**

It was moved by Anthony J. Badalamenti, and seconded by Vicki A. Kline that the following resolution be adopted:

- WHEREAS,** on the 3rd day of June, 2021, the Board of County Commissioners ("Board") adopted a resolution declaring the necessity for the Portage County District Library who has shown a need for an additional levy for the purpose of current expenses pursuant to R.C. 5705.23; and
- WHEREAS,** the Portage County Auditor has certified to the Board that the dollar amount of revenue that would be generated by the one (1) mill additional levy will be ten (10) cents for each one hundred dollars of valuation, and that the dollar amount of revenue that would be generated by the tax levy during the first year of collection will be an estimated \$3,011,520 based upon the current assessed valuation of the area comprising the Portage County Library District.
- RESOLVED,** by the Board, with at least two-thirds of all members concurring, that the Board desires to proceed with the submission of the question of an additional tax levy on the entire area comprising the Portage County District Library at a rate of 1 mill for each one dollar of valuation, which amounts to ten (10) cents for each one hundred dollars of valuation;
- RESOLVED,** that the tax levy be for ten years and will include a levy on the tax list commencing in the tax year 2021, and also then for 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, first due in calendar year 2022, if approved by a majority of the electors voting thereon.
- RESOLVED,** that the question of such tax levy shall be submitted to the electors within the area comprising the Portage County District Library in its entirety at the election to be held therein on November 2, 2021.
- RESOLVED,** that the Clerk is hereby directed to certify, not less than 90 days prior to the general election, to the Board of Elections, Portage County, Ohio, a copy of the resolution of necessity dated November 2, 2021, along with a copy of this Resolution to Proceed, together with the certification of the Portage County Auditor, and notify the Board of Elections to cause notice of the election on the question of levying the tax to be given as required by law.

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:

Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

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**RESOLUTION NO. 21-0423 - RE: AUTHORIZE THE FILING OF AN
APPLICATION FOR THE 2021 COMMUNITY
DEVELOPMENT CRITICAL
INFRASTRUCTURE PROGRAM GRANT
FUNDS, AND ENTER INTO AN
ADMINISTRATIVE AGREEMENT WITH
PORTAGE COUNTY REGIONAL PLANNING
COMMISSION**

It was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, Portage County is eligible to apply for the Ohio Development Services Agency for the 2021 Community Development Critical Infrastructure Program Funds in an amount of \$452,050; and

WHEREAS, Portage County desires to utilize these available monies to provide assistance to the Village of Windham in the completion of the Maple Grove Road Infrastructure Project, and administration services as eligible under the grant guidelines; now therefore be it

RESOLVED, that the Portage County Board of Commissioners authorizes the filing of the 2021 Critical Infrastructure Program Grant application in an amount of \$452,050, and such grant is to be administered and implemented by the Portage County Regional Planning Commission; and be it further

RESOLVED, that the Board of Commissioners authorizes the President or Vice President of the Board to sign the necessary application documents, as presented by the Portage County Regional Planning Commission; and be it further

RESOLVED, that the Board of Commissioners agrees to enter into an administrative agreement with the Portage County Regional Planning Commission designating the Portage County Regional Planning Commission as the Grant

Administrator for the Portage County 2021 Critical Infrastructure Program Grant, should the grant be awarded, 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:

Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

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**RESOLUTION NO. 21-0424 - RE: AUTHORIZE THE FILING OF AN
APPLICATION FOR THE 2021 COMMUNITY
DEVELOPMENT CRITICAL
INFRASTRUCTURE PROGRAM GRANT
FUNDS, AND ENTER INTO AN
ADMINISTRATIVE AGREEMENT WITH
PORTAGE COUNTY REGIONAL PLANNING
COMMISSION**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, Portage County is eligible to apply for the Ohio Development Services Agency for the 2021 Community Development Critical Infrastructure Program Funds in an amount of \$270,000; and

WHEREAS, Portage County desires to utilize these available monies to provide assistance to the City of Ravenna in the completion of the Pratt Street Infrastructure Project, and administration services as eligible under the grant guidelines; now therefore be it

RESOLVED, that the Portage County Board of Commissioners authorizes the filing of the 2021 Critical Infrastructure Program Grant application in an amount of \$270,000, and such grant is to be administered and implemented by the Portage County Regional Planning Commission; and be it further

RESOLVED, that the Board of Commissioners authorizes the President or Vice President of the Board to sign the necessary application documents, as presented by the Portage County Regional Planning Commission; and be it further

RESOLVED, that the Board of Commissioners agrees to enter into an administrative agreement with the Portage County Regional Planning Commission

designating the Portage County Regional Planning Commission as the Grant Administrator for the Portage County 2021 Critical Infrastructure Program Grant, should the grant be awarded, 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:

Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

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**RESOLUTION NO. 21-0425 - RE: TRANSFER FROM FUND 1413, WIA FUND TO
FUND 1410 PUBLIC ASSISTANCE FUND**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, the JFS WIA Fund owes the Public Assistance Fund for One Stop sharing 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 \$22,380.57 for the 3rd Qtr SFY21 Jan-Mar 2021 adjustment as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 1413, JFS WIA FUND

ORGCODE - 14130519

Debit Expense Account

Object: 912000 – JFS Shared

Project 3A258

\$11,190.28

Project 3B278

\$11,190.29

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 282000 – JFS Shared

Project 5SHAR

\$22,380.57

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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:

Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

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RESOLUTION NO. 21-0426 - RE: TRANSFER FROM FUND 0001, GENERAL FUND TO FUND 1414, CHILD SUPPORT ADMINISTRATION

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline 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 \$14,530.02 for May 2021 IV-D contract payments local match for Domestic Court January-February 2021, Clerk March 2021, Juvenile Court March 2021, and Prosecutor February-March 2021 payments as reviewed and recommended by the Department of Job & Family Services:

FROM:
FUND 0001, COUNTY GENERAL FUND
ORGCODE - 00100009
Debit Expense Account
Object: 910000- Transfer Out \$14,530.02
TO:
FUND 1414, CHILD SUPPORT ADMINISTRATION
ORGCODE - 14140512
Revenue Account
Object: 280000 - Transfer In

Project NONE

\$14,530.02

; 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:

Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

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RESOLUTION NO. 21-0427 - RE: AUTHORIZE THE APPLICATION AND AGREE TO ENTER INTO A FY22/23 SUBSIDY GRANT AGREEMENT BETWEEN THE BOARD OF PORTAGE COUNTY COMMISSIONERS (ON BEHALF OF ADULT PROBATION) AND THE STATE OF OHIO FOR COMMUNITY BASED CORRECTIONS PROGRAM ALSO KNOWN AS 407 ISP GRANT.

It was moved by, Anthony J. Badalamenti, seconded by Vicki A. Kline, that the following Resolution be adopted:

RESOLVED, that the Portage County Board of Commissioners does hereby authorize the grant application and agrees to enter into an FY22/23 Subsidy Grant Agreement between the Board of Commissioners (on behalf of Adult Probation) and the State of Ohio for Community Based Corrections Program also known as 407 Non-Residential Felony subsidy grant agreement, as recommended by the Portage County Adult Probation Department; and be it further

RESOLVED, that the State of Ohio awards the sum Of Six Hundred Forty Four Thousand, Four Hundred Sixty Four Dollars (\$644,464.00) *to be paid in eight equal installments of \$80,558.00* for the period beginning with the effective date of July 1, 2021; and ending June 30, 2023, 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 vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Anthony J. Badalamenti, Yea;

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RESOLUTION NO. 21-0428 - RE: AUTHORIZE ELECTRONIC APPLICATION TO THE OHIO OFFICE OF CRIMINAL JUSTICE SERVICES' DEPARTMENT OF JUSTICE PROGRAM, VIOLENCE AGAINST WOMEN GRANT (VAWA), DOMESTIC VIOLENCE INTERVENTION PROJECT.

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, Safer Futures a program of Family & Community Services, the Prosecutor's Office, the Sheriff's Department, and the Board of Commissioners have been working together to implement and maintain the Violence Against Women Program; and

WHEREAS, at the request of the OCJS, Family & Community Services, Inc. is submitting a grant application under the same sub grant number 2021-WF-VA2-00052; now therefore be it

RESOLVED, that the Board of Commissioners authorizes the electronic application to the **United States Department of Justice and Ohio Office of Criminal Justice Services (OCJS) Violence Against Women Act (VAWA) for the Domestic Violence Intervention Project** on behalf of the Portage County Prosecutor's Office, implementing agency for the grant. The grant is effective January 1, 2022 through December 31, 2022 with an **Office of Criminal Justice Services total fund award amount of Fifty-Nine Thousand and Nine-Hundred Ninety-Seven Dollars and eighty-nine cents (\$59,997.89)** with a

required General Fund cash match of Nineteen Thousand and Nine-Hundred Ninety-Nine Dollars and thirty cents (\$19,999.30) for a Total Budget of Seventy-Nine Thousand and Nine-Hundred Ninety-Seven Dollars and nineteen cents (\$79,997.19); and be it further

- RESOLVED,** that a transfer from the General Fund in the amount of **not to exceed \$59,750.00** to cover additional program costs will be utilized for this program; and be it further
- RESOLVED,** that the Board of Commissioners authorizes the President of the Board to sign the Certification of EEO Compliance and authorizes the electronic application to the Ohio Criminal Justice Services by the Sub grantee for this grant; and be it further
- RESOLVED,** that a copy of this resolution will be filed with the Portage County Prosecutor's Office, the Portage County Department of Budget and Financial Management and the Portage County Auditor's Office; 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:

Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

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RESOLUTION NO. 21-0429 - RE: AUTHORIZE THE GRANT AGREEMENT AND FUNDING APPLICATION FOR THE OHIO DEPARTMENT OF YOUTH SERVICES SUBSIDY GRANT (RECLAIM OHIO) ON BEHALF OF THE PORTAGE COUNTY JUVENILE COURT.

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following resolution be adopted:

- WHEREAS,** this program has been established in Portage County to provide services such as:
- To provide training for staff who need to be aware of the issues facing youth and how those issues impact behavior
 - To provide highly structured supervision to youthful at the greatest risk of incarceration at a state facility

- To provide structure supervision to youthful offenders and prevent the youth from progressing within the Juvenile Justice System, improving community safety
- To provide an alternate to detention utilizing an electronic monitoring system
- To provide on-site urine screens to assist in determining drug use among court-involved youth
- To provide juvenile traffic offenders an educational safety program
- To provide community service and restitution investigations, and

WHEREAS, FY 2022 **Tentative Base Allocation** (YSG/510) for Portage County is **\$228,605.00** and FY 2022 **Tentative Variable Allocation** (Reclaim/401) is **\$456,191.80** for an **Allocation Subtotal** of **\$684,796.80** with no local match and

WHEREAS, The **Tentative Subsidy Grant Carryover** (YSG + Reclaim) is **\$158,000.00**, making the **Carryover Limit** to be **\$157,566.85**;

WHEREAS, The **Subsidy Grant Carryover Exemption** (YSG + RECLAIM) is **\$433.15**;

WHEREAS, that the **Total Available FY 2022 Program Funds** is **\$842,796.80** and the **Total Estimated FY 2022 Expenditures** is **\$719,521.36**, and

WHEREAS, leaving the **Total Unallocated Funds** to be **\$123,275.44**, making it possible to make amendments to the Grant if need be; and

RESOLVED, that the Board of Commissioners does hereby support this program and authorizes the Juvenile Court Grant Funding Application to the Ohio Department of Youth Services for the **FY 2022 Tentative Base Allocation (YSG/510)** for Portage County is **\$228,605.00** and **FY 2022 Tentative Variable Allocation** (Reclaim/401) up to **\$456,191.80** for an **Allocation Subtotal** of **\$684,796.80** with no local match, and be it further

RESOLVED, The **Tentative Carryover Subtotal** is **\$158,000.00**, making the **Carryover Limit** to be **\$157,566.85**

RESOLVED, The **Subsidy Grant Carryover Exemption** (YSG + RECLAIM) is **\$433.15**

RESOLVED, Making the **Total Available FY 2022 Program Funds** to be **\$842,796.80**;

RESOLVED, that the **Total Estimated FY 2022 Expenditures** to the grant application is **\$719,521.36** and thereby leaving the **Total Unallocated Funds** to be **\$123,275.44**, and be it further

RESOLVED, that the Board of Commissioners authorizes the President of the Board of Commissioners **Sabrina Christian-Bennett**, or his/her designee, to sign the

Funding Application Update for the FY 2022 Subsidy Grant for Reclaim Ohio grant; and be it further

RESOLVED, that the State of Ohio, Department of Youth Services will provide the base and variable allocations for each fiscal year for the biennial period beginning July 1, 2021 and ending June 30, 2023 subject to the terms and conditions of the agreement; and be it further

RESOLVED, that a certified copy of this resolution be filed with the County Auditor, Department of Budget and Financial Management, and Juvenile Court; 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.

Voice Vote as Follows:

Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea; Anthony J. Badalamenti, Yea;

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JOURNAL ENTRIES

June 10, 2021

1. **JOURNAL ENTRY:** The Board of Commissioners authorized the full time hire of Cara Wolfgram Evans as a Social Service Worker 3, replacing the position previously held by Monica Miller, for Portage County Job & Family Services. Anticipated start date is June 21, 2021. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment testing.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

2. **JOURNAL ENTRY:** The Board of Commissioners approved leave without pay for a Portage County Job & Family Services employee until August 31, 2021.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

3. **JOURNAL ENTRY:** The Board of Commissioners approved leave without pay for a Portage County Job & Family Services employee through July 30, 2021.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
Commissioner Christian-Bennett, Yea;
Motion Carries
4. **JOURNAL ENTRY:** The Board of Commissioners authorized the full time hire of Katherine Hansler as a Biologist, replacing the position previously held by Jessica Wilson, for Portage County Water Resources. Anticipated start date is July 12, 2021. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment testing.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
Commissioner Christian-Bennett, Yea;
Motion Carries
5. **JOURNAL ENTRY:** The Board of Commissioners approved the disability separation of a Department of Budget and Financial Management employee effective June 3, 2021.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
Commissioner Christian-Bennett, Yea;
Motion Carries
6. **JOURNAL ENTRY:** The Board of Commissioners acknowledged receipt of the June 4, 2021 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimate of Resources as presented by the Portage County Auditor's Office
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
Commissioner Christian-Bennett, Yea;
Motion Carries
7. **JOURNAL ENTRY:** The Board of Commissioners authorized Sabrina Christian-Bennett, President of the Board, to sign the pre-application for a Downtown Revitalization 2021 Target of Opportunity grant and to allow the Portage County Regional Planning Commission to submit the pre-application on its behalf as presented by the Regional Planning Commission.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
Commissioner Christian-Bennett, Yea;
Motion Carries

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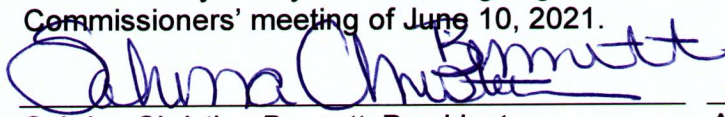
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Motion: by Commissioner Badalamenti, seconded by Commissioner Kline that the Board adjourn the Meeting of **June 10, 2021 at 2:15 PM**

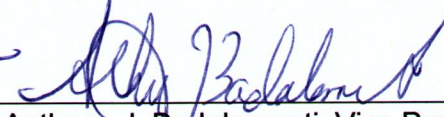
All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea; Commissioner Christian-Bennett, Yea;

Motion Carries

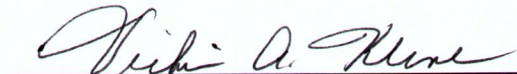
We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of June 10, 2021.



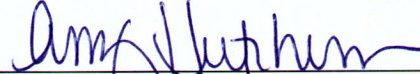
Sabrina Christian-Bennett, President



Anthony J. Badalamenti, Vice President



Vicki A. Kline, Board Member



Amy Hutchinson, Clerk