



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, September 30, 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	Absent

Also attending throughout the day: County Administrator Michelle Crombie, Department of Budget and Financial Management Director Joe Harris, Ed Dean, Barb Tittle, Brian Ames, Bruce Smith, and Frank Voss

Recess to Solid Waste Management District: 9:00 AM
Reconvened: 9:33 AM

INTERNAL SERVICES

Present: Director JoAnn Townend

Resolutions:

1. The Board of Commissioners agrees to authorize the grant of easement for the E. Howe Rd. Culvert Replacement Project (TH83), in part of original Lot 20 in Brimfield Township now located in City of Tallmadge, Portage County, Ohio./Resolution No. 21-0740
2. The Board of Commissioners agrees to amend Resolution No. 21-0373 general sewer & water agreement for sanitary sewer and water improvements to Brimfield Commons, Sewer and Water Project, Portage County Water Resources Department Project No. BR-2-21-090-P./Resolution No. 21-0741

Discussion:

1. Security Cameras

Director Townend would like to place security cameras in the Administration Building's parking lots and around the exterior doors as both vehicles and the PARTA bus stop have been vandalized. The Board agreed to move forward with the request.

DEPARTMENT OF BUDGET & FINANCE

Present: Director Joe Harris

Discussion:

1. Fuel flow payment to the Regional Airport for Metro Life Flight

Director Harris is in receipt of a Prosecutor's Opinion, recommending no reimbursement to the Regional Airport Authority for fuel flow costs because a contract was not in place from 2019 to present. The requested payment amount was \$1,717.70. The Board agrees to accept the recommendation and Director Harris will contact the Regional Airport Authority to advise.

Resolutions:

1. The Board of Commissioners agrees to approve the Thursday, September 30, 2021 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget and Financial Management./Resolution No. 21-0742
2. The Board of Commissioners agrees to approve the Thursday, September 30, 2021 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget and Financial Management./Resolution No. 21-0743
3. The Board of Commissioners agrees to approve the Thursday, September 30, 2021 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget and Financial Management./Resolution No. 21-0744
4. The Board of Commissioners agrees to approve the Thursday, September 30, 2021 Then & Now Certification, as presented by the County Auditor and reviewed by the Department of Budget and Financial Management./Resolution No. 21-0745
5. The Board of Commissioners agrees to amend the General Fund 2021 Annual Appropriation Resolution No. 20-0802, adopted December 17, 2020./Resolution No. 21-0746.
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. 21-0747

JOB & FAMILY SERVICES

Present: Director Kellijo Jeffries, Sue Brannon, Budget & Finance Administrator, and Sarah Taylor, Public Information Officer

Discussion:

1. Introduction of Sarah Taylor – Public Information Officer

Director Jeffries introduced Sarah Taylor, the Department's new Public Information Officer replacing Kim McLondon.

2. Celebrate Portage – CCMEP Winners

Job and Family Services was presented with a Youth Initiative Award for their work with 14 to 24 year olds. The Board congratulated Director Jeffries and staff on a job well done and the Board will present a certificate to staff next week.

- Schedule a time for TONY to come out and present that on an Upcoming Tuesday.

3. Family First Prevention Services – Attached Memo, MOU, and RFP

- Director Jeffries wants to enter into a Memorandum of Understanding (MOU) with Valley Home Health Services, to continue to receive Title IV-E Funds for the Group Home accessibility. The MOU was reviewed by Attorney David Brode and Director Jeffries will prepare a resolution not to exceed \$6,000 a year in costs.
- Director Jeffries brought forward the Request for Proposal (RFP) also concerning the Family First Act. Job & Family Services has to complete a Child and Adolescent Need and Strengths (CANS) assessment, toward children placed in residential facilities, to determine the appropriate level of care. This system needs to be implemented in the Portage County Juvenile Court System and Director Jeffries has a meeting with Judge Patricia J. Smith next week on the next steps of the process. The mental health providers in Portage County will also be aware of the RFP, to become a CANS Assessor. Director Jeffries will bring further details regarding these programs in the future.

4. Funding Certainty Grant Update

- Director Jeffries is expecting the funding next week.

Resolutions:

1. Transfer from Fund 1413, WIA Fund to Fund 1410 Public Assistance Fund./Resolution No. 21-0748

HUMAN RESOURCES

Present: Director Janet Kovick and Department of Budget and Financial Management Director Harris

Discussion:

1. 2021 Flu Vaccine Clinic

- Every year, the flu vaccine clinic is coordinated by the Portage County Health District and available to all Portage County Employees.
- Funding for the Clinic is through the Employee Benefit Fund.
- In the past, the Clinic has been held at the County Administration building.
- This year, the Portage County Health District is offering the COVID vaccine for those who have not received either shots.
- Additional discussion for the dates of the clinic will be determined.

The Board agreed to move forward with the request noting the shots are optional not mandatory.

2. New BOC Wage Scale for Elected Officials/Other Departments

- On September 16th, the Board adopted a new wage scale for its departments. Since then, Director Kovick has met with all of the Directors to explain the process.
- There's been several calls from Elected Officials inquiring about the scale.
- Back in 2018, 25 departments participating in the wage study and 11 were Elected Officials or non-Commissioner departments.
- Director Harris explained it's a good idea to have everyone on the same wage scale for budgeting purposes and the Board agreed.
- Director Harris noted if an Elected Official wants to be part of the Commissioners' wage scale, they will be funded according to where their employees should be placed based on factoring.

The Board agreed to open the wage scale to all Elected Officials and Department Heads and Director Harris will bring back a future discussion on the process to handle departments who do not want to be a part of the scale and a recommendation understanding the financials behind the increases to those that are not participating, along with several options keeping in mind what's fair, equitable, sustainable, and affordable moving forward.

The Board agreed Director Kovick will notify current participants and if they weren't part of the Clemans Nelson study, she will notify them that there's a way to become involved after all jobs have been factored through Human Resources. If a department doesn't want to be part of the study, additional information will be forthcoming.

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Director Kovick noted the steps in MUNIS do not coordinate with the wording on the wage scale, so in addition to the column name, Director Kovick will assign numbers to each column so they will be recognized in MUNIS. The Board agreed to move forward with the request.

10:06 AM In accordance with the Ohio Rev. Code Ann. 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 discipline of a public employee. Also present: Human Resources Director Janet Kovick and Michelle Crombie. Roll call vote: Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea; Vicki A. Kline, Absent;

10:20 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Anthony J. Badalamenti that the Board of Commissioners moves out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea; Vicki A. Kline, Absent;

After exiting Executive Session, the Board took no action.

JOURNAL ENTRY:

1. The Board of Commissioners authorizes the funds to be used to provide a flu vaccine clinic, hosted by the Portage County Health District, to all Portage County employees.

The cost of each vaccine is:

- Regular Flu: \$30.00
- High Dose Flu (65 years and up): \$70.00
- Prevnar Pneumonia (one dose at 65 years old): \$260.00
- Pneumonia (age 65, two shots within 5 years but once after Prevnar): \$130.00

Funding for this expense is available in the Employee Benefit Fund.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Motion Carries

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

- A. Accept the resignation of Brandon Nutter, Treatment Plant Operator I for Portage County Water Resources, effective September 24, 2021, and to post the vacancy internally for seven days and externally until filled.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Motion Carries

- B. Authorize a two-day unpaid suspension for a Portage County Water Resources employee.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Motion Carries

- C. Authorize a wage increase for George Slovinsky, JFS Fiscal Specialist for Portage County Job & Family Services, due to successfully completing his probationary

period in the Non-Bargaining Unit effective August 24, 2021. Mr. Slovinsky was provided information regarding this increase at the time of signing his offer letter of employment aligning with the Job and Family Services Wage Policy 010-23. Job and Family Services recognizes this employee will shift to the new wage scale adopted by the Board of Commissioners on November 1, 2021.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

- D. Authorize a wage increase for Kelli Swigeart, Program Manager – Group Home for Portage County Job & Family Services, due to successfully completing one-year service in the Non-Bargaining Unit effective October 5, 2021. Ms. Swigeart was provided information regarding this increase at the time of signing her offer letter of employment aligning with the Job and Family Services Wage Policy 010-23. Job and Family Services recognizes this employee will shift to the new wage scale adopted by the Board of Commissioners on November 1, 2021.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

COUNTY ADMINISTRATOR

Present: Michelle Crombie

1. Update on 7th floor remodel

Last week, the Board discussed the office relocation for the Department of Budget and Financial Management Director and Assistant from 709 to 702 due to the excessive noise from the server box. The cost to demo the room and recreate a wall in Room 702 is \$3,045. The Portage County Maintenance Department will paint the rooms.

In addition, Administrator Crombie would like to put a ceiling projector in the new training room.

The Board agreed to move forward with the request and Administrator Crombie will check with the IT Department for a cost of the projector.

2. Leadership training for Team Portage County Leadership

Administrator Crombie would like to provide a Leadership training program for the Commissioners' Directors and recommends the training be presented by The University of Akron, who will come on-site and discuss 12 different topics for a total cost with materials of \$14,550.00. There will be 6 full day sessions that will begin after the first of the year and they are very flexible with scheduling. The Directors will also earn a Leadership Essentials Certificate upon completion.

The Board agreed to move forward with the request.

3. Compensation Plan/Wage Scale

The High-Performance Employee section is being removed from the wage scale to alleviate any potential problems between staff members as annual step increases have been added.

Administrator Crombie is suggesting annual performance reviews tied into the increase so it's a merit increase, as well, and if an employee does not score above unsatisfactory, the employee would not advance by a step increase. This will go hand in hand with the Leadership training as the Directors will be training on performance and how to recognize quality job performance and how to promote employee enhancement.

DOG WARDEN

Present: Chief Dog Warden Dave McIntyre and Human Resources Director Janet Kovick

10:33 AM In accordance with the Ohio Rev. Code 121.22(G)(4), it was moved by Anthony J. Badalamenti, seconded by Sabrina Christian-Bennett that the Board of Commissioners move into executive session preparing for negotiations with public employees concerning their compensation or other terms and conditions of their employment. Also Present: Chief Dog Warden Dave McIntyre, Human Resources Director Janet Kovick and County Administrator Michelle Crombie. Roll call vote: Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Vicki A. Kline, Absent;

10:56 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Anthony J. Badalamenti that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea; Vicki A. Kline, Absent;

After exiting executive session, the Board took no action.

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Director Townend presented a letter for Board signature to the License Bureau, providing permission so that Director Townend can order plates and make changes for Commissioners' vehicles and the Board signed the letter.

UNITED WAY

Present: Bill Childers, Pete Mahoney, Neil Mann Jr, Julia Colecchi, and Andy Drenivich

Discussion:

1. 2021 Campaign and Investments in the people of Portage County.

- United Way met with the Board to encourage a County wide campaign for employees.
- Next Wednesday October 6, 2021 is the Campaign Kickoff at Midway Drive In - \$10.00 per car 6:00 PM-10:00 PM Featuring: Space Jam and A League of Their Own.
- There is still funding available through Community Action Council of Portage County for rents and mortgage payments and it's important citizens know they don't have to lose

their housing due to a COVID related income problem. Forwarded to Job and Family Services.

WILLIS TOWER WATSON

Present: Human Resources Director Janet Kovick, Health Benefits Specialist Susan Lynn, Doug Brown, Willis Towers Watson

Mr. Brown met with the Board to provide an overview of Medical Mutual Renewal and the 2022 forecast which included:

- A snapshot of July-August claimants in excess of \$50,000
 - Administration and Stop Loss Renewal from Medical Mutual
 - 2020 Rx Rebate Enhancement Options
 - Gene Therapy Rider
 - Updated 2022 Forecast
 - Plan Design and Employee Contribution Options
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- For those individuals at \$50,000 or more claim wise through July (35 individuals), the net total is \$3,789,817 and it's up \$1 million from June. August is back to a change of \$410,003 which is more consistent with earlier in the year. There have been 7 individuals who have cancelled the plan with Medical Mutual. August is still a higher month but is reducing.
 - This is the 3rd year of a 3-year administrative rate guarantee with a flat admin for 2020, 2021, and 2022. Medical Mutual has re-negotiated its contract with ExpressScripts and the rebates available have improved.
 - *Mr. Brown suggests the Board take Medical Mutual's offer to increase drug rebates in exchange for an increase in administrative costs to collect rebates in the amount of \$13,300 for a savings of \$103,000 to Portage County.*
 - Stop Loss Category B has a \$225,000 limit per person with an umbrella for the group of 125% of expected pay claimants called the aggregate, which equals a bump of 18.9%. Prior forecast was estimated at 20% and originally at 15%.
 - Specific Stop Loss includes a 'no new laser' provision for 2023 and also a rate cap of 40% for 2023, and a provision that includes no new lasers a year from now as the County will be renewing into 2023.
 - Enhanced Rebate for 2022 - Brand Retail \$127.00; Brand Retail 90 \$305.95; Brand Mail Order \$339.00 and Specialty Brand \$1,500. Willis was originally anticipating \$679,000 in rebates and the new approach projects is estimated at \$781,000. The \$102,000 differential requires raising the Admin costs by \$13,300; net gain to Portage County \$88,700.
 - Large claims over time - there are 13 claims in 2021 through August that are over \$125,000. Last year, the Stop Loss was raised from \$200,000 to \$225,000 and were able to absorb 4-5 people. If we asked for a rate of \$ 240,000 Specific Stop Loss level, it would only absorb about 3. There's no incentive to increase the \$225,000 to \$240,000 this year.

- Medical Mutual is offering a Gene Therapy rider to the Stop Loss for certain high costs claims generally expected to be in excess of \$500,000. Gene therapies tend to be paid through the medical plan vs. prescription drug plan. The rider specifically covers Luxturna and Zolgensma, which would then be excluded under the regular medical plan in lieu of the rider. Luxturna is related to inherited retinal disease and Zolgensma is related to spinal muscular atrophy. The rider has a monthly rate to the County of \$1,100 but is included in the renewal costs being presented today: Single \$1.54; Employee/Spouse \$3.25; Employee/Child(ren) \$2.79; Family \$4.96. This is a one time offer. The County could opt not to take the rider, but if not elected now, the County cannot access this rider going forward. *Mr. Brown is suggesting the County accept/implement this rider.*
- Current employees covered under Medical and Prescription – 865; Projections for 2022 at \$15,561,000. Current 2021 Accruals for Medical, Prescription, Vision Plan and Vision Hearing \$13,799,641 (increase 12.8%); Target: \$15,561,275.
- *Mr. Brown is suggesting raising the deductible to \$500/\$1000 and out of pocket maximum to \$2,500/\$5,000.* If benefits are reduced (ie. raising the deductible) from \$250 to \$500, an employee will pay only \$105.00 a year more, but will pay \$250.00 more in their deductible.
- An employee's per pay rate would increase from \$4.06 to \$4.64 (\$120.64/year) and employee/family per pay rate would increase from \$14.49 to \$16.57 (\$430.82/year).
- If the plan remains the same, it will cost Portage County \$1,577,855.64, if the benefits are reduced (the plan would pay less and the premiums would increase), it will save the County \$1,380,582.
- The County's plan has not been changed in a very long time nor has the Board raised premiums. Some change should be made.
- Since this is going out to bid next year, a high deductible plan with a health savings account could be considered.
- Ms. Lynn will bring this discussion back in April of next year for the following year.
- *Mr. Brown suggests Portage County accept the Gene Therapy rider with Medical Mutual;* Medical Mutual will continue with a \$20,000 Wellness fund for Portage County in 2022; Medical Mutual will continue offering performance guarantees and a provider discount guarantee; Delta Dental is renewing in 2022 with a reduction of 5.8% which is a voluntary benefit where employees pay the full cost.

Commissioner Badalamenti and Commissioner Christian-Bennett agreed to increase the deductible to \$500/\$1000 (individual/family) and the out-of-pocket max to \$2,500/\$5,000 (individual/family). Director Kovick will prepare the necessary resolution for Board adoption next week.

Ms. Lynn discussed the Wellness Reimbursement Program and noted individuals join a qualified gym and the employee pays their membership, attends a qualified gym, and are reimbursed on a pro-rated basis based on attendance. County Administrator Crombie asked if the program covers education and Ms. Lynn noted it does not and County Administrator Crombie explained COVID is still an issue for some, and it may be difficult to go to the gym. Ms. Lynn will investigate further as to why funding cannot be used for lunch and learns.

PORTAGE COUNTY COMBINED GENERAL HEALTH DISTRICT

Present: Health Commissioner Joe Diorio, WIC Director Amy Cooper Department of Budget and Financial Management Director Joe Harris and Internal Services Director JoAnn Townend

WIC Lisbon Building 7876 Lincole Place, Lisbon Ohio.

- The Women Infants and Children (WIC) programs for Portage and Columbiana Counties are combined with one office in Ravenna and one office in Lisbon.
- The Portage County Board of Commissioners owns the building located in Columbiana County at 7876 Lincole Place, Lisbon Ohio. This property was purchased approximately 20 years ago with a purchase price of \$425,000. The building was constructed in 1998 and WIC occupies the top floor.
- The WIC program to date has paid rent of approximately \$301,708 since occupying the location in Columbiana County. Additional income in the amount of \$221,663 was paid by another agency that previously occupied the basement area.
- The WIC program under the Health District is financially paying \$22,500/year for a lease agreement.
- In addition, the Health Department also pays for cleaning services \$3,120, trash services \$2,955, lawn care \$1,260, water/sewer \$460, gas \$868, electric \$3,038, snow and salt \$3,194 – 100% sustainment of the building and on an annual basis the Health Department is paying \$38,000.
- Through the Site Coordinator, Health Commissioner Diorio identified maintenance needs throughout the building as follows:
 - AC unit is not working properly. North side of building upper level not working.
 - Doors at each entrance outdated and rusting.
 - Back entrance way cement is broken with erosion around it.
 - All windows are original.
 - Carpeting is original.
 - Vent covers are original and damaged.
 - Landscaping is overgrown and rundown.
 - Erosion in areas around the building.
 - Lower level has not been occupied for many years and everything is outdated.
 - Lower level may have piping concerns in ceiling due to water spots in various areas throughout the tiles.
 - Upper and lower-level bathrooms are outdated.
 - Parking lot is original but has been repaired on north end of building.
 - South end of building collects run off from the entire parking lot area which causes debris build up and erosion on the south end sidewalk.
 - Roof is original.

Recent Maintenance Actions:

- 1 hot water tank replaced.
- All window cranks replaced on the upper level.
- Vent in employee bathroom replaced.
- Piping under sink in public bathroom replaced.

Health Commissioner Diorio noted since the WIC Program is under the Portage County Health District, they have the ability to acquire property under Ohio Revised Code § 3707.55. Health Commissioner Diorio is requesting the Board consider transferring the property to the Health District so they can continue to maintain the property and use the building as a home base and establish satellite sites in either East Liverpool, Salem, or Calcutta. He also noted based on the amount of money the District is paying, they may consider other options rather than staying in the building.

Commissioner Christian-Bennett would like to discuss the issue with Attorney Chris Meduri and Internal Services Director JoAnn Townend regarding the transfer of the building and the Board will respond back to Health Commission Diorio.

MISCELLANEOUS ITEMS

1. The Board of Commissioners approves the September 23, 2021 regular meeting minutes.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Motion Carries

Journal Entries:

1. The Board of Commissioners acknowledged receipt of the Portage County Investment Reconciliation for the Month of August 2021, received on September 22, 2021 as presented by the County Auditor and County Treasurer.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Motion Carries

2. In accordance with Ohio Revised Code Section 1311.261, the Board of Commissioners acknowledged receipt of the Notice of Furnishings from Tina Sutton, American Roadway Logistics, Inc., regarding the furnishing of labor, equipment, and materials for Project POR-Pavement Markings Project FY2021 under order given by the Portage County Engineer on August 24, 2021.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Motion Carries

Resolution:

1. Authorize the document fee set aside for Portage County Recorder./Resolution No. 21-0749
 - Director Harris explained half of the document fees go to the State and half remains in Portage County and of that portion for Portage County, the County Recorder receives \$4.50 of the fee collected for recording a document for equipment needs and the remaining amount goes to the General Fund. County Recorder Calcei is requesting an

increase from \$4.50 to \$6.50 for the year 2022 due to the hire of a new employee to digitalize the records.

Discussion:

1. Dive Team funding:

Director Harris asked when the Board would like to provide funding to the Dive Team and Commissioner Badalamenti replied January 1, 2022. Director Harris asked if there are any restrictions on the funding and Commissioner Christian-Bennett responded the funding is to be used for equipment, not personnel. Director Harris noted a special fund cannot be set up for this because it's not grant funding, so it will go through the General Fund to Office of Homeland Security and Emergency Management's budget, earmarked for the Dive Team.

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**RESOLUTION No. 21-0740 - RE: AUTHORIZE THE GRANT OF EASEMENT
FOR THE *E. HOWE RD. CULVERT
REPLACEMENT PROJECT (TH 83)*, IN PART
OF ORIGINAL LOT 20 IN BRIMFIELD
TOWNSHIP NOW LOCATED IN CITY OF
TALLMADGE, PORTAGE COUNTY, OHIO**

It was moved by Anthony J. Badalamenti, seconded by Sabrina Christian-Bennett that the following resolution be adopted:

- WHEREAS,** the Portage County Engineer has general supervision and direction over road improvement work within the townships in Portage County in accordance with R.C. 5575.07; and,
- WHEREAS,** the Board of Trustees of Brimfield Township has or will commence road improvement work for the *E. HOWE RD. CULVERT REPLACEMENT PROJECT (TH 83)*, ("Project"), in part of Original Lot 20 in Brimfield Township now located in City of Tallmadge, Portage County, Ohio; and
- WHEREAS,** the Portage County Engineer does hereby recommend the grant of an Easement located on certain real estate owned by the Portage County Board of Commissioners to the Board of Trustees of Brimfield Township, to facilitate the Project and for drainage and storm water purposes; and
- WHEREAS,** the grant of such Easement is not inconsistent with the need of such land for use by the county; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners does hereby authorize the grant of Easement to the Board of Trustees of Brimfield Township, said Easement being fully described and upon the terms contained in the Grant of Easement attached hereto as Exhibit 1 and fully incorporated herein, such terms hereby deemed to be in the best interests of the 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 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, Absent; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

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RESOLUTION NO. 21-0741 - RE: AMENDMENT TO RESOLUTION NO. 21-0373 RE GENERAL SEWER & WATER AGREEMENT FOR SANITARY SEWER AND WATER IMPROVEMENTS TO BRIMFIELD COMMONS, SEWER AND WATER PROJECT, PORTAGE COUNTY WATER RESOURCES DEPARTMENT PROJECT NO. BR-2 21-090-P.

It was moved by Anthony J. Badalamenti, seconded by Sabrina Christian-Bennett that the following resolution be adopted:

WHEREAS, The Board of Commissioners adopted Resolution 21-0373 (RESOLUTION) to agree to enter into a General Sewer & Water Agreement with Brimfield Development Company Ltd, authorizing sanitary sewer and water improvements for the BRIMFIELD CROSSINGS project, County Project number BR-2 21-090-P (PROJECT), to be undertaken in accordance with approved plans and specifications at no cost to the County; and

WHEREAS, it has become necessary to amend said RESOLUTION due to project quantities for sanitary sewer being adjusted by the Professional Engineer; now therefore be it

RESOLVED, that this Board does hereby amend Resolution 21-0373 to delete the 6-inch sanitary sewer quantity of "354" and to insert the new quantity of "428" in its place. The Project costs of "ONE HUNDRED NINETY-NINE THOUSAND THREE HUNDRED SIXTY-FOUR DOLLARS AND ZERO CENTS, (\$199,364.00)" shall also be deleted and replaced with an updated cost of "TWO HUNDRED FIFTY-TWO THOUSAND EIGHT HUNDRED FIFTY-EIGHT DOLLARS AND TEN CENTS, (\$252,858.10)"; and be it further

RESOLVED, that except as described hereinabove, Resolution 21-0373 shall remain unchanged and in full force and effect; and be it further

RESOLVED, that the Board of Commissioners finds and determines 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 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:

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

RESOLUTION NO. 21-0373

RE: GENERAL SEWER & WATER AGREEMENT
FOR SANITARY SEWER AND WATER
IMPROVEMENTS TO BRIMFIELD COMMONS,
SEWER AND WATER PROJECT, PORTAGE
COUNTY WATER RESOURCES DEPARTMENT
PROJECT NO. BR-2 21-090-P.

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

- WHEREAS,** Brimfield Development Company, Ltd (OWNER) will construct 877 linear feet of 8-inch sanitary sewer, 354 linear feet of 6-inch sanitary sewer, (4) sanitary manholes, 952 linear feet of 8-inch water line, and all necessary appurtenances to provide sanitary sewer and water service to properties known as Brimfield Commons, situated in the Township of Brimfield, Original Lot 36, Portage County, Ohio; and
- WHEREAS,** after construction, the OWNER will convey the sanitary sewer and water improvements as a gift to Portage County to own, operate, and maintain; and
- WHEREAS,** the OWNER has prepared plans and specifications for the BRIMFIELD COMMONS (PROJECT), County Project Number BR-2 21-090-P, per the Portage County Water Resources Department (PCWR) standards and specifications; now therefore be it
- RESOLVED,** that this Board does hereby agree to enter into a General Sewer & Water Agreement with the OWNER; and be it further
- RESOLVED,** the PROJECT will be constructed at the OWNER'S expense, for the sum of ONE HUNDRED NINETY NINE THOUSAND THREE HUNDRED SIXTY FOUR DOLLARS AND ZERO CENTS (\$199,364.00); and be it further
- RESOLVED,** this Board authorizes the OWNER to begin construction of the PROJECT to provide sanitary sewer and water service to properties known as Brimfield Commons, situated in the Township of Brimfield, Original Lot 36, Portage County, Ohio; and be it further
- RESOLVED,** that after construction, to the satisfaction of the Director of PCWR, the Board will accept the PROJECT as a gift to own, operate and maintain; and be it further

Resolution No. 21-0373

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RESOLVED, that the Board of Commissioners finds and determines 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 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:

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

I, Clerk of the Board of County Commissioners do hereby certify that the foregoing is a true and correct copy of a resolution of the Board of County Commissioners of Portage County duly adopted May 20, 2021, and appearing upon the official records of said Board, Volume 95.

Clerk, Portage County Commissioners

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RESOLUTION No. 21-0742

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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 Sabrina Christian-Bennett 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 September 30, 2021 in the total payment amount of **\$766,145.02 including late fees finance charges, interest & penalties amounting to \$4.85 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, October 1, 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 September 30, 2021 in the total payment amount of **\$0.00 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, Absent; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

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RESOLUTION NO. 21-0743

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**RE: WIRE TRANSFER APPROVED AND
CERTIFIED TO THE PORTAGE COUNTY
AUDITOR FOR PAYMENT.**

It was moved by Anthony J. Badalamenti, seconded by Sabrina Christian-Bennett 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 September 30, 2021 in the total payment amount as follows:

1. \$56,157.36 to Medical Mutual - Admin
2. \$320,278.86 to Medical Mutual - Claims
3. \$0.00 to Medical Mutual – Flex Admin
4. \$2,767.89 to Medical Mutual – Flex Claims; and

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, October 1, 2021	\$ 56,157.36
Wire Transfer on Friday, October 1, 2021	\$ 320,278.86
Wire Transfer on Friday, October 1, 2021	\$ 0.00
Wire Transfer on Friday, October 1, 2021	\$ 2,767.89

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

WI100121

09/29/2021 13:46
kchurch

PORTAGE COUNTY
INVOICE ENTRY PROOF LIST

P 2
apinvent

CLERK: slynn BATCH: 3884 NEW INVOICES

VENDOR REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS PO BY	PO BALANCE CHK/WIRE
APPROVED PAID INVOICES							
7727 00004 MEDICAL MUTUAL S	549747	20210365	647771	WI100121	320,278.86	.00	2,316,614.87 1003215
CASH 9999 2021/10 INV 09/27/2021 SEP-CHK: N DISC: .00 71010189 901000 320,278.86 1099:M							
ACCT 010900 DEPT 018 DUE 09/27/2021 DESC: INSURANCE, ALL TYPES							
1 APPROVED PAID INVOICES					TOTAL	320,278.86	
1 INVOICE(S)					REPORT POST TOTAL	320,278.86	

Wire - Medical Mutual
Medical Claims

2021 SEP 29 P 10 08
APPROVED
PORTAGE COUNTY

WI100121

09/29/2021 13:47
kchurch

PORTAGE COUNTY
INVOICE ENTRY PROOF LIST

P 2
apinvent

CLERK: slynn BATCH: 3883 NEW INVOICES

VENDOR REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS PO BY	PO BALANCE CHK/WIRE
APPROVED PAID INVOICES							
7727 00004 MEDICAL MUTUAL S	549746	20210365	647770	WI100121	56,157.36	.00	2,316,614.87 1003216
CASH 9999 2021/10 INV 09/27/2021 SEP-CHK: N DISC: .00 71010184 425150 35,987.19 1099:M							
ACCT 010900 DEPT 018 DUE 09/27/2021 DESC: INSURANCE, ALL TYPES 71010184 425380 20,170.17 1099:M							
1 APPROVED PAID INVOICES					TOTAL	56,157.36	
1 INVOICE(S)					REPORT POST TOTAL	56,157.36	

Wire - Medical Mutual
Admin Medical

WI100121

09/29/2021 13:50 PORTAGE COUNTY
kchuzah INVOICE ENTRY PROOF LISTP
apinvent 2

CLERK: alyan BATCH: 3882 NEW INVOICES

VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE
APPROVED PAID INVOICES									
7727	00001 NATIONAL CITY BA 549745 20210927-PC	20210220 647769	WI100121			2,767.89	.00	175,891.41	1003217
CASH 9999	2021/10	INV 09/27/2021	SEP-CHK: N	DISC: .00				2,289.89	1099:M
ACCT 010900	DEPT 018	DUE 09/27/2021	DESC: INSURANCE, ALL TYPES					478.00	1099:M
1 APPROVED PAID INVOICES						TOTAL		2,767.89	
1 INVOICE(S)						REPORT POST TOTAL		2,767.89	

Wire - Medical Mutual
Flex Claims

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**RESOLUTION NO. 21-0744 - RE: APPROVAL OF JOURNAL
VOUCHERS/ENTRIES.**

It was moved by Anthony J. Badalamenti, seconded by Sabrina Christian-Bennett 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:

9/30/21	1532	90.54
9/30/21	1535	176.79
9/30/21	1539	2,567.85
9/30/21	1770	25,220.43
9/30/21	1771	8,749.11
9/30/21	1772	12,758.47
9/30/21	1773	11,229.27
Total		\$60,792.46

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

PORTAGE COUNTY AUDITOR
JANET ESPOSITO

JOURNAL VOUCHER ROUTING SLIP

DATE	SENT TO	RETURN TO	JV #	AMOUNT
09/30/21	COMMISSIONERS	AUDITOR	1532	90.54
09/30/21	COMMISSIONERS	AUDITOR	1635	176.79
09/30/21	COMMISSIONERS	AUDITOR	1539	2,587.85
09/30/21	COMMISSIONERS	AUDITOR	1770	25,220.43
09/30/21	COMMISSIONERS	AUDITOR	1771	8,749.11
09/30/21	COMMISSIONERS	AUDITOR	1772	12,756.47
09/30/21	COMMISSIONERS	AUDITOR	1773	11,229.27
			TOTAL	60,792.46
09/30/21			1774	524.08
09/30/21			1775	29.96
09/30/21			1776	432.40
		SOLID WASTE	TOTAL	988.44

21-137

COUNTY AUDITOR

DATE

9/30/21

COMMISSIONERS RES #

210744

2021 SEP 29 P 4 08

RECEIVED
PORTAGE COUNTY
AUDITOR'S OFFICE

* * *
RESOLUTION NO. 21-0745

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

It was moved by Anthony J. Badalamenti, seconded by Sabrina Christian-Bennett 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 **\$74,765.92** dated **September 30, 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, Absent; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

JANET ESPOSITO, AUDITOR
Portage County Auditor's Office
449 S. Meridian Street, Ravenna, Ohio 44266

EXHIBIT A

Phone (330) 297-3561

DATE: 9-30-21**THEN AND NOW CERTIFICATE**

It is hereby certified that both at the time of the making of this contract or order and at the date of the execution of this certificate the amounts shown below required to meet the contract or order have been lawfully appropriated for such purpose. These amounts are in the county treasury or in the process of collection to the credit of the indicated funds free from any obligation or certification now outstanding.

J. Esposito
Portage County Auditor

9-29-21
Date

VENDOR	INV. DATE	P.O. DATE	DEPT	AMOUNT	*REASON
Leonard Breiding	1-7-21	1-15-21	BOC/DBFM	602.00	
Eric Hink	4-7-20	"	"	625.00	
Giulitto Law	9-29-20	"	"	200.00	
Rebecca Grabski	7-28-20	"	"	599.50	
"	12-3-20	"	"	364.00	
"	1-15-20	"	"	996.00	
"	7-25-18	"	"	999.00	
Karlek Jarvis	10-14-20	"	"	165.00	
"	12-28-20	"	"	334.00	
Netco Security	9-1-21	9-24-21	Naivst	3728.47	
"	8-16-21	9-24-21	"	4368.83	

COMMISSIONERS RESOLUTION # 21-0745PAGE TOTAL 12,981.40DATE: 9/30/21

*COMMISSIONERS

GRAND TOTAL \$ 74,765.92

JANET ESPOSITO, AUDITOR
Portage County Auditor's Office
449 S. Meridian Street, Ravenna, Ohio 44266

EXHIBIT A

Phone (330) 297-3561

DATE: 9-30-21**THEN AND NOW CERTIFICATE**

It is hereby certified that both at the time of the making of this contract or order and at the date of the execution of this certificate the amounts shown below required to meet the contract or order have been lawfully appropriated for such purpose. These amounts are in the county treasury or in the process of collection to the credit of the indicated funds free from any obligation or certification now outstanding.

Portage County Auditor

Date

VENDOR	INV. DATE	P.O. DATE	DEPT	AMOUNT	*REASON
Excel Ky	9-15-21	9-20-21	Sherriff	179.00	
Independence	9-8-21	9-14-21	"	1219.00	
Youngstown Radios	9-19-21	9-20-21	"	300.00	
VPW	9-23-21	9-28-21	TRGS	250.00	
DSLIP	9-8-21	9-9-21	JFS	1340.00	
Ohio Conf	9-1-21	9-20-21	RPC	300.00	
Clemans & Nelson	7-1-21	9-9-21	BOC	139.00	
Pathwork - 2	8-22-21	9-22-21	JFS	400.00	
Carrington	7-1-21	7-26-21	"	17,298.00	

COMMISSIONERS RESOLUTION # 21-0745PAGE TOTAL 21,313.00DATE: 9/30/21

*COMMISSIONERS

GRAND TOTAL

EXHIBIT A

DATE: 9-30-21

THEN AND NOW CERTIFICATE

It is hereby certified that both at the time of the making of this contract or order and at the date of the execution of this certificate the amounts shown below required to meet the contract or order have been lawfully appropriated for such purpose. These amounts are in the county treasury or in the process of collection to the credit of the indicated funds free from any obligation or certification now outstanding.

Portage County Auditor

Date _____

[illegible]

COMMISSIONERS RESOLUTION # 21-6745

DATE:

9/30/21

*COMMISSIONERS

PAGE TOTAL

\$40,471.92

GRAND TOTAL

RESOLUTION NO. 21-0746

RE: AMENDMENT TO THE GENERAL FUND
2021 ANNUAL APPROPRIATION
RESOLUTION NO. 20-0802 ADOPTED
DECEMBER 17, 2020

It was moved by Anthony J. Badalamenti, seconded by Sabrina Christian-Bennett that the following resolution be adopted:

RESOLVED, that it has become necessary to amend the 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>
0018	Human Resources						
00185	Materials & Supplies					\$ 8,000	
						\$ 8,000	\$ -
<i>Memo: Labor Posters</i>							
0200	Treasurer						
02004	Contract Services					\$ 3,510	
						\$ 3,510	\$ -
<i>Memo: to match financial fair donation revenues.</i>							
0600	Coroner						
06003	Personal Services					\$ 14,710	
						\$ 14,710	\$ -
<i>Memo: Additional (1) Investigator</i>							
0700	Sheriff's Department						
07003	Personal Services					\$ 250,041	
07005	Materials & Supplies					\$ 19,375	
						\$ 269,416	\$ -
<i>Memo: 3 FT Dispatchers, 5 FT Corr. Offcrs., 6 FT Deputies approved and Uniforms</i>							
0902	Board of Elections						
09025	Materials & Supplies						\$ 18,000
09026	Capital Outlay					\$ 18,000	
						\$ 18,000	\$ 18,000
<i>Memo: Purchase folder stuffing machine, jogger, and stand</i>							
Total:						\$ 313,636	\$ 18,000

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

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**RESOLUTION NO. 21-0747 - 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 Sabrina Christian-Bennett 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>
1414	Child Support General Admin						
14144	Contract Services						\$ 101,000
						\$ -	\$ 101,000
<i>Memo: Reduce to match revenue reduction</i>							
4238	Tallmadge Rd Corrid						
42384	Contract Services						\$ 50,000
42386	Capital Outlay						\$ 100,000
						\$ -	\$ 150,000
<i>Memo: Not Needed</i>							
TOTAL MEMO BALANCE ALL AMENDMENTS:							
						\$ -	\$ 251,000

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

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RESOLUTION NO. 21-0748

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**RE: TRANSFER FROM FUND 1413, WIA FUND
TO FUND 1410 PUBLIC ASSISTANCE FUND**

It was moved by Anthony J. Badalamenti, seconded by Sabrina Christian-Bennett 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 \$24,206.09 for the 4th Qtr SFY21 Apr-Jun 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

\$12,103.04

Project 3B278

\$12,103.05

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 282000 – JFS Shared

Project 5SHAR

\$24,206.09

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

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**RESOLUTION NO. 21-0749 - RE: AUTHORIZE THE DOCUMENT FEE SET
ASIDE FOR PORTAGE COUNTY
RECORDER.**

It was moved by Anthony J. Badalamenti, seconded by Sabrina Christian-Bennett 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 Record's office; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to the set aside \$6.50 (Six Dollars and Fifty Cents) of fees collected for recording a document for the next year beginning January 1, 2022 through December 31, 2022; and be it further
- 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
- 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, Absent; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

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Journal Entries

1. The Board of Commissioners authorizes the funds to be used to provide a flu vaccine clinic, hosted by the Portage County Health District, to all Portage County employees.

The cost of each vaccine is:

- Regular Flu: \$30.00
- High Dose Flu (65 years and up): \$70.00
- Prevnar Pneumonia (one dose at 65 years old): \$260.00
- Pneumonia (age 65, two shots within 5 years but once after Prevnar): \$130.00

Funding for this expense is available in the Employee Benefit Fund.

Motion: **Commissioner Badalamenti**

Seconded: **Commissioner Christian-Bennett**

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

Motion Carries

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

- A. Accept the resignation of Brandon Nutter, Treatment Plant Operator I for Portage County Water Resources, effective September 24, 2021, and to post the vacancy internally for seven days and externally until filled.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Motion Carries

- B. Authorize a two-day unpaid suspension for a Portage County Water Resources employee.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Motion Carries

- C. Authorize a wage increase for George Slovinsky, JFS Fiscal Specialist for Portage County Job & Family Services, due to successfully completing his probationary period in the Non-Bargaining Unit effective August 24, 2021. Mr. Slovinsky was provided information regarding this increase at the time of signing his offer letter of employment aligning with the Job and Family Services Wage Policy 010-23. Job and Family Services recognizes this employee will shift to the new wage scale adopted by the Board of Commissioners on November 1, 2021.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Motion Carries

- D. Authorize a wage increase for Kelli Swigeart, Program Manager – Group Home for Portage County Job & Family Services, due to successfully completing one-year service in the Non-Bargaining Unit effective October 5, 2021. Ms. Swigeart was provided information regarding this increase at the time of signing her offer letter of employment aligning with the Job and Family Services Wage Policy 010-23. Job and Family Services recognizes this employee will shift to the new wage scale adopted by the Board of Commissioners on November 1, 2021.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Motion Carries

3. The Board of Commissioners acknowledged receipt of the Portage County Investment Reconciliation for the Month of August 2021, received on September 22, 2021 as presented by the County Auditor and County Treasurer.

Motion: Commissioner Badalamenti

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

4. In accordance with Ohio Revised Code Section 1311.261, the Board of Commissioners acknowledged receipt of the Notice of Furnishings from Tina Sutton, American Roadway Logistics, Inc., regarding the furnishing of labor, equipment, and materials for Project POR-Pavement Markings Project FY2021 under order given by the Portage County Engineer on August 24, 2021.

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

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Motion: by Commissioner Christian-Bennett, seconded by Commissioner Badalamenti that the Board adjourn the Meeting of **September 30, 2021 at 12:16 PM.**
All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Badalamenti, Yea; Commissioner Kline, Absent;
Motion Carries

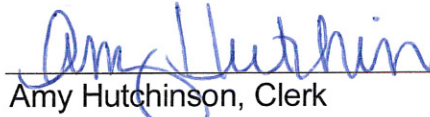
We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of September 30, 2021.


 Sabrina Christian-Bennett, President


 Anthony J. Badalamenti, Vice President

---- ABSENT ----


 Vicki A. Kline, Board Member


 Amy Hutchinson, Clerk