

RESOLUTION NO. 23-0005

- RE: FOR THE PURPOSE OF SETTING REGULAR AND SPECIAL MEETINGS, AND ESTABLISHING RULES FOR THE MEETINGS OF THE BOARD OF PORTAGE COUNTY COMMISSIONERS.

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

- WHEREAS,** in reference to Ohio Revised Code Section 121.22 concerning open public meetings, it is required that this Board adopt rules relative to scheduling regular and special Board meetings and to provide notice of these meetings; now, therefore, be it
- RESOLVED,** that the annual organizational meeting of the Board shall be held in accordance with Ohio Revised Code Section 305.05 and not later than the second Monday of January of each year; and be it further
- RESOLVED,** that fifty such regular sessions will be held each year in accordance with Ohio Revised Code Section 305.06; and be it further
- RESOLVED,** that the Board of Commissioners agrees to meet every Thursday during the week and on the last Tuesday of every month commencing at 9:00 AM and concluding at the end of County business; and be it further
- RESOLVED,** that the meetings are to be held at the Portage County Administration Building, 7th Floor, 449 South Meridian Street, Ravenna, Ohio; and be it further
- RESOLVED,** that notices of upcoming meetings will be published on the Portage County Board of Commissioners' agenda, which is posted on the first-floor and seventh-floor TV monitors located in front of the elevators in the Portage County Administration Building, and on the Commissioners' web page located at <https://www.portagecounty-oh.gov/portage-county-board-commissioners>; and be it further
- RESOLVED,** that Executive Sessions will be held pursuant to Ohio Revised Code Section 121.22 (G)(1)-(8); and be it further
- RESOLVED,** that special and emergency sessions will be held at the call of the Board of Commissioners; and be it further
- RESOLVED,** that the Clerk of the Board will direct the "Record-Courier" to publish notice in its newspaper of the time, place, and purpose of a special meeting at least twenty-four hours in advance of the special meeting, and if any other news media have requested notification, the Clerk shall give at least twenty-four hours advance notice to any other news media that may have requested notification; and be it further

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- RESOLVED,** that in the event of an emergency, the Clerk, on behalf of the member or members calling the meeting, shall notify the Record-Courier and any other news media that may have requested notification immediately of the time, place, and purpose of the meeting; and be it further,
- RESOLVED,** any person may request the time and place of all regularly scheduled meetings by submitting a request to the Clerk of the Board; and be it further
- RESOLVED,** any person, upon written request, as provided herein, may obtain reasonable advance notification of all meetings at which any specific type of public business is to be discussed. Each person shall file with the Clerk a written request specifying the person's name, address, telephone number and/or e-mail address, along with the specific type of public business that is of interest, and the amount of time this request covers; and be it further
- RESOLVED,** that marked as an "Attachment" to this Resolution, and incorporated by reference herein, is a summary of the rule being adopted by the Board of Commissioners and be it further,
- RESOLVED,** that a certified copy of this resolution shall be posted on the Commissioners' first floor and seventh floor TV monitors; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea;

Mike Tinlin, Yea;

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 January 9, 2023 and appearing upon the official records of said Board, Volume 99.



Clerk, Portage County Board of Commissioners

ATTACHMENT TO RESOLUTION NO. 23-0005

REGULAR SCHEDULED MEETINGS (also referred to as **REGULAR SESSIONS**) of the **BOARD OF PORTAGE COUNTY COMMISSIONERS** will be held as follows:

TIME **EVERY THURSDAY** of each week and the **LAST TUESDAY** of every month commencing at **9:00 AM** and concluding at the end of business.

PLACE PORTAGE COUNTY ADMINISTRATION BUILDING, 7TH FLOOR
449 SOUTH MERIDIAN STREET
RAVENNA, OHIO 44266
(330) 297-3600

NOTICES of upcoming regularly scheduled meetings will be published on the Portage County Commissioners' agenda, which is posted on the First Floor and Seventh Floor TV monitors located in front of the elevators in the Portage County Administration Building, and on the Commissioners' Calendar at: <https://www.portagecounty-oh.gov/portage-county-board-commissioners>.

SPECIAL MEETINGS (also referred to as **SPECIAL SESSIONS**) of the **BOARD OF PORTAGE COUNTY COMMISSIONERS** will be held as follows:

HELD AT THE CALL OF THE BOARD

NOTICES of special meetings will be published on the Portage County Commissioners' agenda, which is posted on the First Floor and Seventh Floor TV monitors located in front of the elevators in the Portage County Administration Building, and on the Commissioners' calendar located at: <https://www.portagecounty-oh.gov/portage-county-board-commissioners>.

The Clerk of the Board will also direct the Record-Courier to publish in its newspaper notice of the time, place, and purpose of a special meeting at least twenty-four hours in advance of the special meeting. If any other news media have requested notification, the Clerk shall give at least twenty-four hours advance notice to any other news media that may have requested notification.

In the event of an emergency, the Clerk, on behalf of the member or members calling the meeting, shall notify the Record-Courier newspaper, and any other news media that have requested notification immediately of the time, place and purpose of the meeting.

PERSONS MAY REQUEST ADVANCE NOTIFICATION OF REGULAR MEETINGS AND/OR ALL MEETINGS AT WHICH ANY SPECIFIC TYPE OF BUSINESS IS TO BE DISCUSSED

Any person may request the time and place of all regularly scheduled meetings by submitting a request to the Clerk of the Board of Commissioners.

Any person, upon written request, may obtain reasonable notification of all meetings at which any specific type of public business is to be discussed. Each person shall file with the Clerk a written request specifying the person's name, address, telephone number and/or e-mail address, along with the specific type of public business that is of interest, and the amount of time this request covers (not to exceed three months).