



Portage County Board of Commissioners
Meeting Minutes

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

Kassidy Parbel, Clerk
330-297-3600

Thursday, February 29th, 2024

9:00 AM

Commissioners' Board Room

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

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

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

Also attending throughout the day was County Administrator Michelle Crombie, Barb Tittle, and Jill Halligan.

1. The Board of Commissioners motion to suspend the February 22nd, 2024 regular meeting minutes.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

HUMAN RESOURCES

Present: Director Tami Soltis

Director Soltis wanted to mention that Director Jeffries had previously talked about a Software Developer Position and a Budget Consultant Position for JFS. Human Resources completed the job descriptions so the postings could go out. She also mentioned Journal Entry #8, a job description revision that's being presented. Two job descriptions for JFS Trainer and a position for Quality Assurance were blended in the hopes that the positions would be easier to fill.

Journal Entries:

In accordance with Section 305.30 of the Ohio Revised Code and this Board's Resolution 21-0396, Part 9(I), the Board of Commissioners acknowledges and approves the County Administrator's approval to:

1. The Board of Commissioners agrees to approve leave without pay for Barbara Castro at Job & Family Services from January 17, 2024, through April 17, 2024.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

2. The Board of Commissioners approves the new Software Developer job description for Portage Job & Family Services.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

3. Authorize the three-day internal posting of the full-time Software Developer for Portage County Job & Family Services with external posting if no internal appointment is made.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

4. The Board of Commissioners approves the new JFS Budget & Finance Consultant job description for Portage County Job & Family Services.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

5. Authorize to hire Jason Westfall Electrician, Portage County Water Resources to be effective as of Monday, February 26, 2024.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

6. Accept the resignation of Thomas Garro for Regional Wastewater Treatment Operator in Training, Portage County Water Resources to be effective as of Thursday, February 22, 2024.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

7. Authorize the seven-day internal posting of the full-time Regional Wastewater Treatment Operator in Training for Portage County Water Resources Department with external posting if no internal appointment is made.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

8. Authorize the revision of Training Specialist job description including renaming job description to JFS Quality Assurance Training Specialist for Job & Family Services Department.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

9. Authorize the revision of Child and Adult Protective Services Trainer job description including renaming job description to C.A.P.S Quality Assurance Training Specialist for Job & Family Services Department.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

10. Approve anniversary and/or step increases for the following non-bargaining employees:

- Robert Woolf
- Lee Benson
- Denise Sheridan
- Melissa Click
- Jessica Plymale
- Dustin Dickerson
- Doree Vodila
- Theresa Besaw

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

EXECUTIVE SESSION

9:04 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the Board of Commissioners move into

executive session to consider the compensation of a public employee. Also present: Director Tami Soltis, and County Administrator Michelle Crombie. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

9:11 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

After exiting executive session, the Board took no action.

DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: Director Jackie Petty

Discussion:

1. State of Ohio Capital Budget, Project Funding Request

It was brought to Director Petty's attention by Commissioner Tinlin that the State of Ohio is accepting requests for Capital Funding out of their Capital Budget. An application would be filled out and the State Representative would take it to a State Budget meeting. Commissioner Tinlin has recommended that we fill out the questionnaire regarding the Carport and the Fencing at the Portage County Sheriff's Office. It was felt that it needed to be brought to the Board for discussion and decision since the topic is in the same arena as a grant.

Director Petty states that currently they are in the middle of filling out the questionnaire, but it should be a resolution on the Board's part as to whether it should be filled out and submitted.

Commissioner Badalamenti asked Commissioner Tinlin to clarify that he found something else that is not a grant. Commissioner Tinlin stated that one of the State Representatives has Capital Improvement Funds that could be available. It's not applying for a grant, rather just explaining to them what the County would like to do. There is an amount that is asked for. Director Petty states that the amount being asked for is \$1.2 million. Commissioner Tinlin explains that is the amount that was quoted for the awning and the fence when he was working with Director Kautzman for the Sheriff.

Commissioner Christian-Bennett asked Director Kautzman if there are other Capital Improvement Projects that could be applied for using these funds. Director Kautzman is not familiar enough with the process to answer.

Commissioner Badalamenti is ok with the application and would like to investigate it further.

Commissioner Christian-Bennett states that she was under the impression that that funding was already spoken for. Commissioner Tinlin confirms that it has not and that State Representative, Steve Demetriou, will be requesting the funds on the floor for the County.

Commissioner Christian-Bennett was wondering if it was Demetriou or Pavliga. Commissioner Tinlin clarifies that Demetriou would be making the request.

Commissioner Badalamenti clarifies that there must be a resolution for this. Director Petty states that she believes so, for the internal decision.

Commissioner Tinlin states that it is unknown at this time if it is going to come forward at the State level for the Portage County Board. It's simply a request that anyone in government can make. He answers Commissioner Christian-Bennett by stating that the State is not going to be transparent with the amount of funds that are available.

She states that she will reach out to State Representative Gail Pavliga and inform the Board of what she finds out. Administrator Crombie states that there is not anything that will be signed for this initiative.

Added Resolution:

24-0151 – Authorize the Request on behalf of the Portage County Board of Commissioners to the Ohio House of Representatives Capital Budget for the Construction of a Car Port and Fencing at the Portage County Sheriff's Office.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

2. Public Defender Staffing

Director Petty gave a brief background as to how Director, Attorney Laczko was present at the meeting prior and expressed need for additional staffing. She gave a quick analysis of what was being asked for – 2 additional felony attorneys and 1 legal assistant.

Director Petty shows 3 years of cost estimates for the positions assuming that benefit costs are going to go up each year.

- Year 1 if all three positions are hired for with added equipment and furniture, the Cost to County would be around \$45,000.
- Year 2 with benefits increasing and potential reimbursement amounts decreasing, Director Petty figures the Cost to County to be \$60,906.26 and then in
- Year 3 the Cost to County would be around \$80,000.

Commissioner Badalamenti stated that there is no choice in the matter. Director Petty states that she agrees that there's a definite need for the staff to fulfill their caseload, and her only thought would be to hire in tiers; hiring one attorney and then a legal assistant and see how it goes. The Board feels that there is a need for the additions after speaking with Attorney Laczko.

Director Petty confirmed that the Board would like her to move forward.

3. Equitable Sharing Agreement Certification, Sheriff's Office Drug Task Force

Director Petty's final discussion item: she mentions that she finally got ahold of the Department of Justice, and they said that it would be ok to hold off on signing the document until the legal discussion is had with the old Task Force and the existing Task Force, settling the matter.

Commissioner Badalamenti clarified that the Task Force started around 1981. There was nothing stating that the Board of Commissioners was the governing body and no documentation that The Board had ever signed anything for the Drug Task Force. He asked if something had changed. Director Petty states that the DOJ is insisting that the BOC should have been listed as the governing body all along. Currently, she's just trying to correct the issue and get everything to where it should be. Equitable sharing stopped for Drug Task Force in 2018.

Commissioner Badalamenti asked for clarification as to what equitable sharing is. Seizures or anything that the Portage County Sheriffs are a part of are divided and a portion is given to the department, as well as the Prosecutors and others.

There is a small balance in the account and ultimately, they would like the Task Force to utilize the amount and sign off on it. Commissioner Badalamenti confirms that the money will stay where it is until a court decision is made on the disagreement. He asks if the money is supposed to go through the Board of Commissioners. Director Petty states that they can wait until a decision is finalized. The money has been run through the financial system; the Commissioners just haven't signed off on the reports. A report has never been seen for the Task Force, but it has been presented to the BOC for the Sheriff's Office.

Commissioner Christian-Bennett confirms that there is around \$13,000 in the account. The account for the Sheriff's contains a higher amount. Director Petty now has a contact for the DOJ if there are any more questions or concerns.

Journal Entries:

1. The Board of Commissioners signed the partial release of mortgage for the property at 850 Jones, Ravenna, OH 44266, as part of Portage Homes III Limited Partnership (Instrument No. 200716587) as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget & Finance with no exceptions noted.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

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

2. Direct the Auditor's Office to pay/process the February 22, 2024 bills/ACH payments, wires, journal vouchers and then & now's, as applicable, contingent upon the verification of the

reports as presented by the County Auditor and reviewed by the Department of Budget and Financial Management.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

| Expenditure Review | | |
|---|--------------|-----------------------------------|
| County Funds: (0001 – 8399) | | |
| Bill Payment and ACH list totaling: | | |
| Bill Payment list | \$995,457.39 | (Includes late fees of: \$100.16) |
| ACH/Neil Group of | \$0 | |
| ACH Payment list totaling: | \$0 | |
| Health Benefit Wire transfers totaling: | | |
| Medical Mutual Admin of | \$0 | |
| Medical Mutual Claims of | \$ | |
| Medical Mutual Flex Admin of | \$0 | |
| Medical Mutual Flex Claims of | \$0 | |
| Journal Vouchers totaling: | \$796.16 | |
| Then and Now list totaling: | \$630,583.06 | |
| Debt Service wire list: | \$0 | |
| BWC Wires: | \$0 | |

3. Process the February 22, 2024 budget amendments as reviewed and recommended by the Department of Budget and Financial Management.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

Resolutions:

1. Declare Obsolete and Authorize the Sale by Public Auction of a Vehicle from the Portage County Sheriff's Office./Resolution No. 24-0131
2. Transfer from Fund 0001, General Fund to Fund 1410, Public Assistance Fund./Resolution No. 24-0132
3. Accept the Grant Award from the Office of Criminal Justice Services, Violence Against Women Grant (VAWA), for Domestic Violence Intervention Project Number 2023-WF-VA2-8222PR For Grant Year 2024./Resolution No. 24-0133

4. Amend Resolution 24-0128 to Create Fund 5442, PCW 22 OWDA 10005 for Portage County Water Resources Department./Resolution No. 24-0134

INTERNAL SERVICES

Present: Director Shannon Kautzman

Discussion:

1. *Project Updates*

- At the Administration Building there is a project meeting on March 12th for the new Generator. It's been almost a year since it was ordered. This meeting will bring clarification as to what plumbing needs to be run for the gas and the electrical panel.

The plumbing was installed on the 2nd floor where a space is actively being remodeled for a JFS breakroom. JFS is going to paint this weekend and tile will go in as well as countertop and a sink. It should be finished the week of March 11th.

The fob for the stairwell to Veterans' Services is complete.

The F-Lot fence needs repaired due to snow being pushed into it. It will be a maintenance cost.

- At the Ravenna Courthouse wiring is being run for the elevator. It's estimated that there will be 3 more solid weeks of work and then they will schedule inspections. Director Kautzman hopes to have the elevator running in 5-6 weeks.

After completion, work will begin on the elevators in the Administration Building.

- At the Probate Court, the contractor is pulling out of work with the recent renovations due to a serious illness. A small punch list of items remains. The contractor's son has agreed to have a meeting when he is back in town to go over the deductions with the paint and the drywall. Director Kautzman states that Maintenance or a hired painter will finish it.

Judge Doherty's carpet is scheduled for installation on March 20th – 29th. During this time is when the Jury chairs will be installed as well.

The front doors at the courthouse need to be replaced and quotes are currently being worked on. It's stated that it will be a relatively expensive replacement due to the handicap buttons.

- At Riddle Block a meeting was held with the Architect, the Public Defender and Ms. Tami Scott to go over ideas for floor layout. A cost will be received for the architectural fees and for the space.

Awnings need to be replaced on the Chestnut side of the building due to fraying from the winds. The awnings are usually replaced every 5-7 years and have already been approved by the Historical Society.

Carpet replacements will continue in the building on the 3rd and 4th floor stairwells and landings. The 1st and 2nd floor stairwells and landings have already been completed. Director Kautzman is getting quotes for painting the hallways due to them being dark and dated. There is also a border that needs to be removed.

Resolutions:

1. The Board of Commissioners approves specifications for acrylic water base traffic paint for use by the Portage County Engineer and set time and date for receiving bids for same./Resolution No. 24-0135
2. The Board of Commissioners approves specifications for various aggregate materials for use by the Portage County Engineer and set time for receiving bids for same./Resolution No. 24-0136
3. The Board of Commissioners approves specifications for highway materials for use by the Portage County Engineer and set time for receiving bids for same./Resolution No. 24-0137
4. The Board of Commissioners approves specifications for bituminous liquids for use by the Portage County Engineer and set time for receiving bids for same./Resolution No. 24-0138
5. The Board of Commissioners accepts Maplecrest Parkway and International Drive in the Maplecrest Parkway Subdivision, Phase 2, in Brimfield Township, Portage County./Resolution No. 24-0139
6. The Board of Commissioners agrees to the conditional acceptance of substantial completion of street, storm sewer and drainage improvements in the Maplecrest Parkway Extension, Brimfield Township./Resolution No. 24-0140
7. The Board of Commissioners agrees to accept the surety bond and performance agreement for construction of street, storm sewer and drainage improvements for the Wingfoot Estates Development, Suffield Township, Portage County./Resolution No. 24-0141
8. The Board of Commissioners agrees to enter into a golf cart use agreement with A&A Security Services, Inc. to provide security services./Resolution No. 24-0142

Commissioner Badalamenti asks after Commissioner Tinlin seconded the motion if this is an agreement that needs to be entered into every year. Director Kautzman states that it was completed with the old company last year and being that there is a new company

is the reason it is being brought forward again; but no a resolution only needs to be brought forward one time.

9. The Board of Commissioners agrees to enter into an agreement for Wireless Emergency Notification Systems (WENS) with Portage County Emergency Management Agency and Inspiron Logistics./Resolution No. 24-0143
10. The Board of Commissioners accepts bids and award contract for electrical maintenance and repair services, for the Portage County Water Resources Department./Resolution No. 24-0144

SHERRIFFS OFFICE

EXECUTIVE SESSION:

9:33 AM In accordance with the Ohio Rev. Code 121.22(G)(4), it was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the Board of Commissioners move into executive session for the purpose of reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment. Also Present: Director Jackie Petty, Director Tami Soltis, Major Larry Limbert, County Administrator Michelle Crombie, and Mike Esposito. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

10:04 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

After exiting executive session, the Board took no action.

PORTAGE COUNTY 4-H OSU EXTENSION

Present: Jesseca Housel and Tanner Gordon

Proclamation for Ohio 4-H Week

Ms. Housel is a 4-H Educator for Portage County. She starts out by introducing her team and Mr. Gordon who will be assisting in the presentation. Ms. Housel is here to talk about 4-H as she does annually and to establish the proclamation in the county. Ohio 4-H celebrates 4-H Week from Sunday March 3rd to Saturday March 9th. They hope to recognize 4-H in all 88 counties. She has provided the Commissioners with a pamphlet on how to donate to the program, literature on how to join 4-H which includes a list of all 36 clubs that are in Portage County, 2 booklets that were provided by the Ohio 4-H Foundation, and a book titled Clovers to Careers which talks about the benefits 4-H had on individuals and the career paths that they sought out. Ms. Housel states that it is nice because it doesn't only highlight agricultural career opportunities. She would like to talk about the impact and importance of volunteers. Currently there are 175 active volunteers in the county that make the program possible. 26 new volunteers are also joining the ranks this year. Ms. Housel states that it is a large jump, and

she credits it with her ability to send out transition planning. She does not believe that they have ever had more than 200 volunteers.

Commissioner Christian-Bennett mentions that she just attended a Spaghetti Dinner fundraiser for Market Masters, a local 4-H club whose members show beef and swine. She was impressed with the youth at the event.

Hannah Kennedy, the 4-H Extension Intern created a printout with quotes from volunteers stating why they take their time to volunteer for the program. Commissioner Badalamenti asks if the volunteers are usually relatives of the youth or are there others that would like to volunteer time for the program. Ms. Housel states that there are people that grew up in the program themselves and others that learn about the program later in life.

Ms. Housel introduces Mr. Gordon. She states that he is an example of a great volunteer, and he is here to talk about the impact that 4-H has had on his life as well as his transition to an adult volunteer.

Mr. Gordon goes through a short PowerPoint presentation. He was a 4-H member for 9 years, being involved in 2-3 different clubs. He was also on the Junior Fair Board and the State Fashion Board. He also served as an Advisory Committee Representative, and a Horse Committee Representative. He was a camp counselor for 4 years and believes that he is the only one in the county to serve in all 3 of the Royalty positions as Canine King, Jr Fair King, and Saddlehorse King. His accomplishments served as leadership opportunities. He speaks on trips that were made to Washington D.C. and talks about other learning opportunities he had. Mr. Gordon talks about other shows that he participated in with his animals as well as speaking competitions. Throughout his life, 4-H has given him opportunities plenty of opportunities. Now, as an adult he credits 4-H for his career. He's a Telecommunications Engineer who serves as a Field Data Technician and states that 4-H influences STEM careers. He has been recruited by his company to start an engineering firm in the telecommunications world and credits 4-H for his leadership skills. As an adult he volunteers as his 4-H club's Life-skills Advisor, which consists of sewing, cooking, nutrition, shooting sports, etc. He also is the Advisory Committee President of his club and works directly with the Extension Office to follow the guidelines of County 4-H. Advisory Committee members also participate in several fundraising events throughout the year. Lastly, he's the Dean of Men at 4-H Camp. This position aims to aid in the training of counselors as well as contains other job duties to oversee the Camp. He thanks the Commissioners for their support in the county.

The Commissioners present a Proclamation that states March 3rd through March 9th is proclaimed to be 4-H week and thank everyone for their hard work.

JOB AND FAMILY SERVICES

Present: Vanessa Beard

Resolutions:

1. Transfer from Fund 1413, WIA Fund to Fund 1410 Public Assistance Fund./Resolution No. 24-0145

2. Transfer from Fund 1410, Public Assistance Fund to Fund 1414, Child Support Administration Fund./Resolution No. 24-0146

MISCELLANEOUS

Journal Entries:

1. The Board of Commissioners sign the February 16, 2024, correspondence to Morgen Derrow releasing and terminating the Haul Road Use and Maintenance Agreement issued by The Hartford Fire Insurance Company under Permit # SH23-014 Bond #45BSBJD0180 in the amount of \$320,000. Bond is being released and returned at Fisher Logging LLC's request as recommended by the County Engineer's Office.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
 Commissioner Badalamenti, Yea;
Motion Carries
2. Board of Commissioners' acknowledgement of receipt of the February 16, 2024 Certificate of County Auditor that the total appropriations from each fund **do exceed** the official estimate of resources as presented by the County Auditor's office.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
 Commissioner Badalamenti, Yea;
Motion Carries
3. Board of Commissioners' acknowledgement of receipt of the February 26, 2024 Certificate of County Auditor that the total appropriations from each fund **do exceed** the official estimate of resources as presented by the County Auditor's office.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
 Commissioner Badalamenti, Yea;
Motion Carries
4. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for February 12, 2024 through February 18, 2024 as presented by Chief Dog Warden David McIntyre.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
 Commissioner Badalamenti, Yea;
Motion Carries

5. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for February 19, 2024 through February 25, 2024 as presented by Chief Dog Warden David McIntyre.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

6. In accordance with the ORC Section 325.07, the Board of Commissioners acknowledged receipt of the Portage County Sheriff's Transporting Report for January 2024 as presented by the Portage County Sheriff's Office.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

Resolutions:

1. Amend Resolution No. 24-0088, adopted February 1, 2024; Portage County Commissioners Board Appointments for the Year 2024./Resolution No. 24-0147
2. Reappointing Brian Byard to the Regional 13 OneOhio Governance Board./Resolution No. 24-0148

RECESS: 10:27 AM

RECONVENE: 10:30 AM

RECESS INTO PUBLIC HEARING AT 10:30 AM

**COMMISSIONERS' AGENDA
PUBLIC HEARING - REVISIONS FOR THE
PORTAGE COUNTY COMPREHENSIVE PLAN
449 SOUTH MERIDIAN STREET
RAVENNA, OHIO 44266
FEBRUARY 29TH 2024 AT 10:30 AM
AGENDA**

I. OPENING – Commissioner Badalamenti

Good morning, on behalf of the Board of Commissioners, I am Commissioner Tony Badalamenti, President of the Board and I will call the Thursday, February 29th, 2024, Public Hearing to order at 10:30 AM in the Commissioners' Boardroom, 449 South Meridian Street, Ravenna. Other members of the Board include Vice President, Sabrina Christian-Bennett and Board member, Mike Tinlin.

II. PURPOSE OF THE HEARING – Commissioner Badalamenti

On May 18th 2023, the Portage County Board of Commissioners passed Resolution number 23-0322, approving the Portage County 2050 Comprehensive Plan.

The purpose of the hearing today is to provide an overview of the revisions made to the Plan and to allow the general public an opportunity to provide any comments.

Notice of the Hearing was published in the Record-Courier Newspaper on February 11th, 18th, and 25th, 2024 and a copy of the revised Plan has been on display at the Commissioners' Office and the Regional Planning Commission's Office.

SWEARING IN OF THOSE WHO ARE SPEAKING – Commissioner Badalamenti

Can anyone who would like to speak today, during the Public Hearing, please stand up.

Director Todd Peetz is sworn in.

Do you solemnly swear that the testimony you are about to give shall be the truth, the whole truth, and nothing but the truth?

Please respond: I Do.

OVERVIEW OF THE PLAN REVISIONS – Regional Planning Commission Director Todd Peetz.

Director Peetz gives some background to the plan that was adopted May 18th, 2023. It is a living document and needs to be amended so often. In August of last year, the Regional Planning Commission was made aware of some changes that the Board wanted to make. A meeting was held with Administrator Crombie and staff to discuss the minor changes. At the end of November, the draft changes were complete and due to the holidays, and the fact that the changes were not urgent, the meeting is now being held at the end of February. Director Peetz states that the changes encompass a better clarification of who is doing what, as well as clarification to leaders and secondary leaders of various strategies. He gives a few examples:

The Board of Commissioners was to be removed from anything involving Health, Safety and Welfare.

Changes in personnel names, such as Grant Administrator being altered to Grant Coordinator. A Public Information Officer position is mentioned, which as of now does not exist, but may in the next 50 years so a blip of "to be determined" is added by any reference to that title.

Director Peetz states that 6 more changes were requested to be made the day before. He lists the requested alterations as: on page 136 there is a request to change the wording in Section 1.7C where it mentions communication with local governments. On page 141-2.7B there is a

request to change the County Administrator from being listed as the lead role to the secondary role.

There is also a missing PIO footnote on a page as well, just stating that the position of Grant Coordinator is to be determined.

Administrator Crombie talks about some confusion with the last change mentioning the Grant Coordinator position on 4.2 C. She states that the title needs to be removed entirely from this section. This is referencing community, and Administrator Crombie reads a blurb in which the Portage Development Board is mentioned. A Grant Coordinator would be specifically utilized for County based grant opportunities.

Director Peetz recommends the Boards' approval on the changes. He also mentions removing Administrator Crombie as the Lead Coordinator at the Airport due to Director Hartigan now being in that position. At some point Director Peetz would like to sit down and talk to the Directors about The Comprehensive Plan to explain what their roles might be.

III. PUBLIC COMMENT – No public comment is given.

IV. CLOSING STATEMENT – Commissioner Badalamenti

If there are no further comments, this will conclude the Public Hearing on revisions to the Portage County Comprehensive Plan.

V. ADJOURNMENT

Motion to adjourn Public Hearing

Motion: by Commissioner Christian-Bennett, seconded by Commissioner Badalamenti that the Board adjourns the Public Hearing on **February 29th, 2024 at 10:37 AM.**
All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Badalamenti, Yea; Commissioner Tinlin, Yea;
Motion Carries

RECONVENE AS BOARD OF COMMISSIONERS

RESOLUTION:

1. Motion to approve revisions to the Portage County 2050 Comprehensive Plan for Portage County as presented by the Regional Planning Commission./Resolution No. 24-0149

RECESS: 10:38 AM

RECONVE: 10:45 AM

RECESS INTO PUBLIC HEARING AT 10:45 AM

**P.C. REGIONAL PLANNING COMMISSION
2022 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
COMMUNITY DEVELOPMENT PROGRAM GRANT AMENDMENT PUBLIC HEARING
THURSDAY, FEBRUARY 29, 2024
10:45 A.M.**

- I. Purpose of the hearing – Anthony J. Badalamenti
 - ❖ The purpose of today's hearing is to seek citizen input and discussion on an amendment to the 2022 CDBG, Community Development Program Grant
- II. Swearing of those who are speaking – Commissioner Anthony Badalamenti
 - ❖ Do you solemnly affirm under the penalties of the law of perjury of the State of Ohio that the testimony you are about to give shall be the truth, the whole truth and nothing but the truth? **Please respond: I do.**
Lisa Reeves, the Regional Planning Commission's Community Development Block Grant Specialist is sworn in.
- III. Discussion of the amendment to the 2022 CDBG, Community Development Program Grant – Lisa Reeves

Ms. Reeves reiterates that the purpose of the hearing is to seek citizen input. She states that there was a Streetsboro Demolition activity that is no longer in place, so a transfer of funds is being requested in the amount of \$52,500 to the Streetsboro Senior Assistance Program. This will aid, due to there being more individuals in need than was originally anticipated. There are currently 97 households.

| | |
|---|-----------------|
| Original Activity Budget - Streetsboro Demolition/Clearance (Activity 7) | \$52,500 |
| DECREASE Activity Budget – Streetsboro Demolition/Clearance (Activity 7) | <u>\$52,500</u> |
| TOTAL Activity Budget for Streetsboro/Clearance (Activity 7) | 0 |

| | |
|---|------------------|
| Original Activity Budget – Streetsboro Public Service – (Activity 5) | \$ 75,000 |
| INCREASE Activity Budget – Streetsboro Public Service – (Activity 5) | <u>\$ 52,500</u> |
| TOTAL Activity Budget for Streetsboro Public Services (Activity 5) | \$127,500 |

The number of households being assisted under the Streetsboro Public Service is higher than anticipated and additional funds are needed to increase the frequency of the lawn mowing for each household signed up to receive the services. Right now, mowing is only being completed every 3 weeks and they would like it to be every other week. She states that the services that are being offered may be re-evaluated.

IV. Public Comment – No Public Comment

V. Motion to Adjourn the Public Hearing

Motion: by Commissioner Badalamenti, seconded by Commissioner Christian-Bennett that the Board adjourns the Public Hearing on **February 29th, 2024 at 10:47 AM.**

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

VI. Reconvene BOC's regular meeting

1. Amend Resolution No. 22-0707, accepting the Ohio Development Services Agency, Office of Community Development for the 2022 CDBG Community Development Grant./Resolution No. 24-0150

COUNTY ADMINISTRATOR

Administrator Crombie has business that she would like to bring to the Board. She attended a training session the day before at the Public Health Department that was hosted by the Emergency Management Agency. She states that there were a lot of community leaders at the event, and they discussed the impact of the upcoming Solar Eclipse on the community which will be on April 8th. They talked about travel and the main concern being emergency response. She asked that Director Shackelford be here to give his input on the situation.

Director Shackelford states that the number one concern has always been transportation, and based on the early projections other concerns are the lack of cell phone service. Cell phone tower coverage is based on current population. There have been low population projections and then other projections that counter. Enrollment at West Branch State Park is full and now they are booking camping in the parking lot areas with 50% of the visitors being from out of state. Some of the Streetsboro hotels were full and others were around 70-80% occupancy, last he checked. Aurora hotels are suddenly increasing in bookings. Director Shackelford does not have activity insight for the Kent State Conference Center, but he knows of a lot of activities that are planned in Kent on April 8th. ODOT is expecting a large impact in Summit County and there are about 5 different projections on population. No matter what, the turnpike and 76 are viewed as having effects.

Commissioner Christian-Bennett mentions that the Randolph Fair Board has had discussions of opening their grounds for camping, but nothing has been determined yet.

Commissioner Tinlin asks about the Fairgrounds. Commissioner Christian-Bennett states that the Health Department informed that the Fairgrounds is considering allowing it due to having showers on site.

Director Shackelford states that the Eclipse planning has been going on for a couple of years, but now that it is getting closer, it is really gearing up. Communities, State Parks, Cities, and Fairgrounds are starting to plan events.

He states that population impact is 50-50 at this point. He sees high and low population projections but has concerns on road construction projects such as the one that is supposed to begin in Streetsboro on State Route 43. State Route 14 and 43 will be under heavy construction during this time. State Route 77 construction projects, going through Akron are going to back up traffic. Everyone that is in transit and trying to get to Cleveland that day is not

going to make it. Director Shackelford believes that they are going to be stuck in Portage County. Some ODOT projections have traffic being a stalemate, or at least in yellow from Akron to Columbus.

Commissioner Badalamenti states that he needs more explanation. He asks what the people that are staying in hotels are planning on doing. Viewing the Eclipse in place? Director Shackelford believes that they will attempt to go to Cleveland and Kent. Sunny Lake in Aurora is having an event as well. Many municipalities are jumping in on having festivities now, but Cleveland is felt to be a hot spot and Wayne County is another. He thinks that a lot of people are going to think that they will be traveling, and they will not be able to.

Commissioner Badalamenti recalls what was said before about bumper-to-bumper traffic with food trucks being stopped and serving people.

Director Shackelford states that the weekend building up to the day will be the tell. The exercise that took place the day before emulated what the weekend will be like and the Monday afternoon of April 8th. Director Shackelford states that there are mild weather conditions this year as well.

We have a transit population for work, and that is why the schools are closing. Teachers come to work from out of town.

Commissioner Christian-Bennett states that Kent City seems very prepared for the event, as she noticed by the answers they gave to certain questions at the recent event.

Director Shackelford would like to recognize McKenzie Villatoro, the Office Manager at the Emergency Management Agency. She did a great job of organizing events focused on Eclipse planning and has been doing so for 2 years. There was a great turnout of over 50 individuals at the event the day prior. All individuals at the event are in leadership positions around the county.

Director Shackelford states that the County Engineer is shutting down projects for the day, and ODOT is shutting down all private contractors for the day.

Commissioner Badalamenti clarified that the road construction project in Streetsboro will be shutting down. Director Shackelford answers yes since it is an ODOT privately contracted project. However, he states that there will probably still be confined lanes.

Commissioner Christian-Bennett states that Rumpke Trash Hauling services are treating the day like a holiday. She's mentioning this for a staffing comparison for Solid Waste. Because of COVID there is now a coupe plan in place for these types of events. Only essential employees should report to work and everyone should try and telework who can. This will keep them off the roads. There are a lot of people that travel down State Route 76 to get to work. Commissioner Tinlin states that his concern are EMS and Fire getting to where they need to go.

Director Shackelford states that they had conversations about that recently and ran through some scenarios with the traffic issues on the highway.

Administrator Crombie asks the Board if they agree with her bringing a Journal Entry back declaring approval of closing the County Administration Building, and Commissioner operated buildings. She states that the Judges will determine whether their own buildings will be closed. Commissioner Christian-Bennett states that only essential employees should report, like what took place during the height of COVID.

Commissioner Tinlin states that he reviewed other County closures on the CCAO website, and they are all 50-50 as to whether or not they are closing. Some are only open until noon. It's mentioned that at least 5 other Ohio Counties are closing.

Commissioner Christian-Bennett states that a lot of counties are not in the direct area of totality like Portage is, therefore why would they close. She reiterates that people that may work from home should work from home that day, and then only the essential people should come in. Director Shackelford states that Public Service, Public Works, Public Safety have to be there. Commissioner Badalamenti asks Commissioner Christian-Bennett if she would like to close the office?

She answers except for essential personnel. Commissioner Tinlin agrees to just close. County Administrator Crombie will bring a Journal Entry to the Board.

Director Shackelford states that FEMA is coming in to observe Portage County, and he is very excited about the Disaster Recovery Training that they will be hosting. He just presented their work to the State in Columbus. Portage is considered one of the best practices, and FEMA is coming out from Chicago. EMA will be hosting them at the office off Infirmary Road. He states that they are ahead of schedule with the new building remodel. He would like to mention how phenomenal Summit Construction has been and states that the project is going seamlessly. They are still navigating the MARCS Towers and there are no change orders currently. There is a meeting today at the Suffield site. Steel has arrived in Garrettsville and Deerfield is right behind. The delay shouldn't be any additional cost and Speelman is willing to work with them. There probably will be a change order, but they will mitigate how big it will be.

The Commissioners praise Director Shackelford for his efforts.

Commissioner Christian-Bennett has a comment and would like for Commissioner Tinlin's clarification: She mentions that State Representative, Gail Pavliga has gotten back to her, and that she was partly involved with some of the Capital Budget requests from other community projects that she was working on. To receive the Capital Budget Funds from the House all requests had to be in by December 20th. Commissioner Tinlin states that is correct.

Commissioner Christian-Bennett states that any Capital Budget requests would at this point have to come from the Senate, unless it is a special program that is being referred to. Is it coming through the Senate, then? Commissioner Tinlin states that he made the same request a year prior with Representative Pavliga and she did not push it forward. Representative

Demetriou was sent a copy of that request and approached Commissioner Tinlin. Representative Demetriou wanted to proceed and push it forward. Commissioner Tinlin cannot answer where Representative Demetriou plans on taking the request.

Commissioner Christian-Bennett states that there is no place in the House to take the request to. She states that it may be a type of specialty fund scenario but cannot be coming from the Capital Budget. The good news is that the Senate has not completed their Capital Budget improvements, so maybe Representative Demetriou can work with our Senator Vernon Sikes, to push it through.

Commissioner Tinlin states that is fine as to however Representative Demetriou wants to push it forward. He states that he just sent it through again, and it came to the floor as a request. He can request whatever he wants. Commissioner Badalamenti states that if Representative Demetriou asked Commissioner Tinlin to do so then by all means, he should.

*

*

*

*

*

**RESOLUTION NO. 24-0131 - RE: DECLARE OBSOLETE AND AUTHORIZE
THE SALE BY PUBLIC AUCTION OF A
VEHICLE FROM THE PORTAGE COUNTY
SHERIFF'S OFFICE**

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

- WHEREAS,** the Portage County Sheriff's Office has determined that it has a vehicle which is not needed for public use, is obsolete or is unfit for the use for which it was acquired; now therefore be it
- RESOLVED,** that in accordance with Ohio Revised Code 307.12 the Portage County Board of Commissioners has determined that this vehicle described herein is not needed for public use, is obsolete, or is unfit for the use for which it was acquired; and be it further
- RESOLVED,** that in accordance with Ohio Revised Code 307.12 the Portage County Board of Commissioners authorizes the sale by public auction of this vehicle that was previously used by the Portage County Sheriff's Office Drug and Violent Crimes Unit (PCSODVCU), and to have the proceeds deposited in a PCSODVCU account; and be it further
- RESOLVED,** that said vehicle will be sold via a **LIVE BID ONLINE PUBLIC AUCTION** at Edinburg Auction Sales, www.edinburgauction.com, as prescribed by Section 307.12 of the Ohio Revised Code, to the highest bidder; and be it further

RESOLVED,

that notice of this Public Auction shall be posted in the offices of the Portage County Auditor and the Portage County Commissioners, and a Notice of Public Auction shall be published in the Record Courier on Thursday, March 7, 2024.

Date of Auction: Tuesday, March 19, 2024

Time of Auction: 6:30P.M., E.S.T.

Location: Online Live Public Auction
www.edinburgauction.com

Vehicle location: Edinburg Auction Sales, Inc.
4029 State Route 14
Rootstown, OH 44272
(330) 325-2966

In person bids can be submitted at this location prior to the commencement of the Auction – please call for details.

Live Bidding to Take Place at: www.edinburgauction.com

Interested parties are encouraged to contact Edinburg Auction Sales, Inc. prior to the date of the auction for more information on viewing or participating in the live bidding on these items. The equipment can also be viewed online at www.edinburgauction.com

Vehicle being sold is as follows:

2008 Chevrolet Avalanche, VIN 3GNFK12338G277063

; and be it further

RESOLVED,

that a copy of this resolution be filed with the Portage County Sheriff's Office, and the Portage County 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 a meeting(s) 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;

*

*

*

*

*

**RESOLUTION NO. 24-0132 - RE: TRANSFER FROM FUND 0001, GENERAL
FUND TO FUND 1410, PUBLIC
ASSISTANCE FUND**

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

WHEREAS, the Portage County Board of Commissioners are mandated to provide payment of the county share of public assistance expenditures in accordance with section 5101.161 of the Ohio Revised code; and

WHEREAS, it is necessary to do a transfer of the mandated share funds from the General Fund; now therefore be it

RESOLVED, that the following transfer of funds be made in the amount of \$28,850.89 for the month of March 2024 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

\$28,850.89

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 280000 – Transfer In

Project: NONE

\$28,850.89

; 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 a

General Fund match of \$17,017.86 for a total Budget of \$68,071.45;
and be it further

RESOLVED, the Board of Commissioners authorizes the President of the Board to sign the pre-award condition paperwork; and be it further

RESOLVED, that a transfer from the General Fund in an amount **not to exceed \$155,025.00** to cover additional program costs will be utilized for this program; and be it further

RESOLVED, that a copy of this resolution will be filed with the Portage County Department of Budget & Financial Management, the Portage County Auditor and the Portage County Prosecutor'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 a meeting(s) 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;

*

*

*

*

*

RESOLUTION NO. 24-0134

-

**RE: AMEND RESOLUTION 24-0128 TO CREATE
FUND 5442, PCW 22 OWDA 10005 FOR
PORTAGE COUNTY WATER RESOURCES
DEPARTMENT**

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

WHEREAS, the Portage County Board of Commissioners passed resolution 24-0128 to create Fund 5441, PCW 22 OWDA 10005 for the Portage County Water Resources Department for receipts and repayment of the OWDA loan for the Village of Mantua Water and Sewer Systems; and

WHEREAS, Fund 5441 was already in existence, and the new Fund should have been Fund 5442; now therefore be it

RESOLVED, that "**Fund 5442, PCW 22 OWDA 10005**" be created for the purposes of accounting for receipts and repayment of the OWDA loan; and be it further

RESOLVED, that a certified copy of this resolution be filed with the Portage County Department of Budget and Financial Management and 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 a meeting(s) 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;

*

*

*

*

*

RESOLUTION NO. 24-0135 - RE: APPROVE SPECIFICATIONS FOR ACRYLIC WATER BASE TRAFFIC PAINT FOR USE BY THE PORTAGE COUNTY ENGINEER AND SET TIME AND DATE FOR RECEIVING BIDS FOR SAME.

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

WHEREAS, Specifications have been submitted to this Board of Portage County Commissioners for approval for the following:

Acrylic Water Base Traffic Paint

; now therefore be it

RESOLVED, that the specifications, as submitted for the aforementioned ***Acrylic Water Base Traffic Paint*** for use by the Portage County Engineer, be and are hereby approved; and be it further

RESOLVED, that sealed bids for said ***Acrylic Water Base Traffic Paint*** for the Portage County Engineer will be accepted by the Director of the Portage County Office of Internal Services, 1ST Floor, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until **2:30 P.M.** on **Wednesday, March 13, 2024**, and publicly opened and read aloud, and be it further

RESOLVED, that Notice of Receiving Bids shall be published in the Record Courier on

March 1, 2024 and **March 8, 2024** and the Clerk of this Board is directed to post said Notice on the County Commissioners' Official Bulletin Board.

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 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;

* * * *

RESOLUTION NO. 24-0136 - RE: APPROVE SPECIFICATIONS FOR VARIOUS AGGREGATE MATERIALS FOR USE BY THE PORTAGE COUNTY ENGINEER AND SET TIME FOR RECEIVING BIDS FOR SAME.

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

WHEREAS, Specifications have been submitted to this Board of Portage County Commissioners for approval for various **Aggregate Materials** for use by the Portage County Engineer; now therefore be it

RESOLVED, that the Specifications, as submitted for various **Aggregate Materials** for use by the Portage County Engineer, be and the same are hereby approved; and be it further

RESOLVED, that sealed bids for said **Aggregate Materials** for use by the Portage County Engineer will be accepted by the Director of the Portage County Office of Internal Services, 1ST Floor, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until **3:00 P.M.** on **Wednesday, March 13, 2024**, and publicly opened and read aloud, for the following:

Various Sizes of Gravel
Various Sizes of Slag
Various Sizes of Limestone

; and be it further

RESOLVED, that Notice of Receiving Bids shall be published in the Record Courier on **March 1, 2024** and **March 8, 2024** and the Clerk of this Board is directed to post said Notice on the County Commissioners' Official Bulletin Board.

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 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;

* * * * *

**RESOLUTION NO. 24-0137 - RE: APPROVE SPECIFICATIONS FOR
HIGHWAY MATERIALS FOR USE BY THE
PORTAGE COUNTY ENGINEER AND SET
TIME FOR RECEIVING BIDS FOR SAME.**

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

WHEREAS, Specifications have been submitted to this Board of Portage County Commissioners for approval for various **Highway Materials** for use by the Portage County Engineer; now therefore be it

RESOLVED, that the Specifications, as submitted for various **Highway Materials** for use by the Portage County Engineer, be and are hereby approved; and be it further

RESOLVED, that sealed bids for said **Highway Materials** for the Portage County Engineer will be accepted by the Director of the Portage County Office of Internal Services, 1ST Floor, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until **2:00 P.M. on Wednesday, March 20, 2024**, and publicly opened and read aloud, for the following:

Various sizes of Storm Sewer Pipe (*corrugated metal pipe, aluminized steel pipe and plastic pipe*)

Guard Rail

Bridge Decking

; and be it further

RESOLVED, that Notice of Receiving Bids shall be published in the Record Courier on

March 8, 2024, and March 15, 2024, and the Clerk of this Board is directed to post said Notice on the County Commissioners' Official Bulletin Board.

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 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;

* * * * *

**RESOLUTION NO. 24-0138 - RE: APPROVE SPECIFICATIONS FOR
BITUMINOUS LIQUIDS FOR USE BY THE
PORTAGE COUNTY ENGINEER AND SET
TIME FOR RECEIVING BIDS FOR SAME.**

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

WHEREAS, Specifications have been submitted to this Board of Portage County Commissioners for approval for the purchase of **Bituminous Liquids**; now therefore be it

RESOLVED, that the Specifications, as submitted for the purchase of **Bituminous Liquids** for use by the Portage County Engineer, be and the same are hereby approved; and be it further

RESOLVED, that sealed bids for said **Bituminous Liquids** for use by the Portage County Engineer will be accepted by the Director of the Portage County Office of Internal Services, 1ST Floor, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until **2:30 P.M. on Wednesday, March 20, 2024,** and publicly opened and read aloud, and be it further

RESOLVED, that Notice of Receiving Bids shall be published in the Record Courier on **March 8, 2024 and March 15, 2024,** and the Clerk of this Board is directed to post said Notice on the County Commissioners' Official Bulletin Board.

RESOLVED, that the Clerk of this Board be and is hereby directed to file a certified copy of the above Resolution with the Portage County Engineer, 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 a meeting open to the public in compliance and accordance 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;

*

*

*

*

*

**RESOLUTION NO. 24-0140 - RE: CONDITIONAL ACCEPTANCE OF
SUBSTANTIAL COMPLETION OF STREET,
STORM SEWER AND DRAINAGE
IMPROVEMENTS IN THE MAPLECREST
PARKWAY EXTENSION, BRIMFIELD
TOWNSHIP.**

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

WHEREAS, required street, storm sewer and drainage improvements in the Brimfield Commons Subdivision, Brimfield Township, identified in plans on file with the Portage County Engineer dated January 26, 2022, are indicated to have been substantially completed by Maplecrest LLC (Owner/Developer), including the following road depicted in said Subdivision plans:

| Road No. | Road Name | Length | |
|----------|-----------------|--------|-------|
| | | Feet | Miles |
| TH 1213 | Maplecrest Pkwy | 930.21 | 0.176 |

(Improvements); and

WHEREAS, Portage County Subdivision Rules and Regulations § 516 provides a procedure for conditional acceptance of street, storm sewer and drainage improvements that have been substantially completed, and to set a date for the required one-year maintenance period; and

WHEREAS, the Portage County Engineer engaged with the aforementioned Township pursuant to Rule 516.1(B), and upon inspection of said improvements, the same were found to be in compliance such procedure; now therefore be it

- RESOLVED,** that, upon the recommendation of the Portage County Engineer, the Board of Portage County Commissioners does hereby set the date of substantial completion for the above reference Improvements, which begins the required one-year maintenance period, and which shall be the 22nd day of November 2023, and be it further
- RESOLVED,** that until final acceptance of the aforementioned, as provided in Portage County Subdivision Rules and Regulations § 519, Owner/Developer shall be responsible for all Improvements in accordance with Said Rules and Regulations, including but not limited to § 516 through 519; and be it further
- RESOLVED,** that the Clerk of this Board be and is hereby directed to file a certified copy of the above Resolution with the Portage County Engineer; 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 a meeting open to the public in compliance and accordance 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;

*

*

*

*

*

**RESOLUTION NO. 24-0141 - RE: AGREE TO ACCEPT THE SURETY BOND
AND PERFORMANCE AGREEMENT FOR
CONSTRUCTION OF STREET, STORM
SEWER AND DRAINAGE IMPROVEMENTS
FOR THE WINGFOOT ESTATES
DEVELOPMENT, SUFFIELD TOWNSHIP,
PORTAGE COUNTY.**

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

- RESOLVED,** that, upon the recommendation of the Portage County Engineer and the Portage County Prosecutor's Office, the Board of Portage County Commissioners does hereby agree to accept the Surety Bond and the Performance Agreement for the construction of street, storm sewer and drainage improvements for the Wingfoot Estates Development in Suffield Township, and be it further

RESOLVED, that said Surety bond is between Wingfoot Development, LLC (owner/developer) and Ohio Farmers Insurance Company, in the full and just sum of Two Million Three Hundred Forty-Two Thousand Eight Hundred Forty-One Dollars and 90/100 (\$2,342,841.90) for the benefit of Portage County; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in 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;

*

*

*

*

*

**RESOLUTION NO. 24-0142 - RE: ENTER INTO A GOLF CART USE
AGREEMENT BETWEEN THE PORTAGE
COUNTY BOARD OF COMMISSIONERS
AND A&A SECURITY SERVICES, INC. TO
PROVIDE SECURITY SERVICES.**

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

WHEREAS, that the Board of Portage County Commissioners does hereby agree to enter into a golf cart use agreement to provide security services at the Portage County Administration Building/Annex located at 449 South Meridian Street, Ravenna, Ohio; and

WHEREAS, the county has acquired an Onward 4 Passenger Lifted Golf Cart and will allow A&A Security Services Inc, to use the Golf Cart as part of A&A Security Services providing security services in accordance with the provisions of this Golf Cart Use Agreement and the Security Services Agreement; and

WHEREAS, to the extent specified in the agreement, A&A Security Services, Inc. agrees to release from liability, hold harmless and indemnify the County from and against all claims and actions that may arise from A&A Security Services, Inc. and A&A Security employees' use of the Golf Cart; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby agree to enter into a Golf Cart Use Agreement with A&A Security Services, Inc., 951

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.

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

*

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

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were

taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea;

Mike Tinlin, Yea;

*

*

*

*

*

RESOLUTION NO. 24-0144

-

RE: ACCEPT BIDS AND AWARD CONTRACT FOR ELECTRICAL MAINTENANCE AND REPAIR SERVICES, FOR THE PORTAGE COUNTY WATER RESOURCE DEPARTMENT.

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

- WHEREAS,** this Board by Resolution No. 74-78, adopted April 11, 1974, established Portage County Regional Sewer District, hereinafter called the "SEWER DISTRICT"; and
- WHEREAS,** this Board by Resolution 24-0045 adopted, January 16, 2024, set the date and time for bidding of "PROVIDING ELECTRICAL MAINTENANCE AND REPAIR SERVICES FOR THE PORTAGE COUNTY WATER RESOURCES DEPARTMENT", hereinafter referred to as the "PROJECT"; and
- WHEREAS,** the notice of accepting bids was published in the Record Courier on January 24, 2024, and posted on the County's website and bulletin board of the Board forthwith; and be it further
- WHEREAS,** five (5) potential bidders received plans and specifications for the PROJECT; and
- WHEREAS,** two (2) bids were received, opened and tabulated by the Department of Internal Services on February 14, 2024; as follows:

| | Joe Dickey Elect., Inc. | | Enertech Elect., Inc. | |
|--------------------------------------|-------------------------|-----------|-----------------------|-----------|
| Labor: | 2024 | 2025 | 2024 | 2025 |
| Foreman (working) | \$ 93.28 | \$ 97.01 | \$ 94.00 | \$ 97.00 |
| Journeyman | \$ 87.23 | \$ 90.72 | \$ 90.00 | \$ 93.00 |
| Apprentice | \$ 65.08 | \$ 67.68 | \$ 70.00 | \$ 73.00 |
| Equipment including Operator/Driver: | | | | |
| Utility/Tool truck (w/tools) | \$ 25.00 | \$ 26.00 | \$ 150.00 | \$ 156.00 |
| Total cost per hour for all items | \$ 270.59 | \$ 281.41 | \$ 404.00 | \$ 419.00 |

- WHEREAS,** based upon the analysis of the bids received (bid tabulation above), the Portage County Water Resources Department has made a recommendation for award; now therefore be it
- RESOLVED,** that the bid received from Joe Dickey Electric, LLC., P.O. Box 158, North Lima, OH 44452 in the amount of \$270.59 hourly in 2024 and \$281.41 hourly in 2025 be accepted and awarded as the lowest and best bid received; and be it further
- RESOLVED,** that the Water Resources Department is hereby authorized and directed to issue the Notice of Award to Joe Dickey Electric, LLC.; and be it further
- RESOLVED,** that the funds to cover the cost of the PROJECT are budgeted in Funds 52001004-413000, 54001004-413000, 56001004-413000, 52003004 413000, 54003004 413000, 56003004 413000; and be it further
- RESOLVED,** that the Clerk of this Board is hereby directed to certify a copy of this Resolution to the County Auditor and the Department of Budget and Financial Management within 15 days after its passage; and be it further
- RESOLVED,** it is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

*

*

*

*

*

**RESOLUTION NO. 24-0145 - RE: TRANSFER FROM FUND 1413, WIA FUND
TO FUND 1410 PUBLIC ASSISTANCE FUND**

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

WHEREAS, the JFS WIA Fund owes the Public Assistance Fund for the WIOA RMS staff 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 \$75,228.08 for October 2023, November 2023 and December 2023 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 | \$ 18,532.96 |
|---------------|--------------|

| | |
|---------------|-------------|
| Project 3B278 | \$ 9,263.94 |
|---------------|-------------|

| | |
|---------------|--------------|
| Project 3A259 | \$ 23,067.49 |
|---------------|--------------|

| | |
|---------------|--------------|
| Project 3B259 | \$ 18,187.82 |
|---------------|--------------|

| | |
|---------------|-------------|
| Project 3B277 | \$ 2,152.28 |
|---------------|-------------|

| | |
|---------------|-------------|
| Project 3D278 | \$ 2,314.73 |
|---------------|-------------|

| | |
|---------------|-------------|
| Project 3A225 | \$ 1,708.86 |
|---------------|-------------|

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Credit Revenue Account

Object: 282000 – JFS Shared

| | |
|---------------|--------------|
| Project 5SHAR | \$ 75,228.08 |
|---------------|--------------|

; 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.

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

* * * * *

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

WHEREAS, it is necessary to do a transfer from the Public Assistance Fund; now therefore be it

FROM:

ORGCODE - 14100519

Debit Expense Account

TO:

ORGCODE - 14140512

Credit Revenue Account

; 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;

*

*

*

*

*

**RESOLUTION NO. 24-0147 - RE: AMENDS RESOLUTION NO. 24-0088,
ADOPTED FEBRUARY 1, 2024: PORTAGE
COUNTY COMMISSIONERS BOARD
APPOINTMENTS FOR THE YEAR 2024.**

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

- WHEREAS,** the Board of Commissioners adopted Resolution No. 24-0007 on January 8, 2024, making various board appointments for the year 2024; and
- WHEREAS,** the Board of Commissioners adopted Resolution No. 24-0088 on February 1, 2024, addressing the vacancy on the NEFCO Board due to Mary Helen Smith's retirement; and
- RESOLVED,** that the Board of Commissioners agrees to amend Resolution 24-0088, adopted February 1, 2024, Board Appointments for 2024, to reflect the following changes in **BOLD** on the attached Exhibit A due to the additional vacancy on the NEFCO Board; and be it further
- RESOLVED,** that all other appointments on Resolution No. 24-0088 remain intact; and be it further
- RESOLVED,** that the above-mentioned appointment is effective immediately through the next organizational meeting of the Board or passage of said Board appointment Resolution; and be it further
- RESOLVED,** that a certified copy of this resolution be forwarded to the Commissioners, the County Administrator, the Commissioners' Clerk, the Commissioners' Administrative Assistant and all Board Appointment Representatives and Alternates; 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;

EXHIBIT A

| BOARD | REPRESENTATIVE | ALTERNATE |
|---|---------------------------|---------------------------|
| 911 Planning Committee | Anthony J. Badalamenti | Sabrina Christian-Bennett |
| President (ORC 128.06) | | |
| AMATS Policy Committee | Anthony J. Badalamenti | Debbie Mann |
| Board of Commissioners (AMATS bylaws) | Mike Tinlin | Michelle Crombie |
| | Sabrina Christian-Bennett | Michael Hlad |
| AMATS Technical Advisory Committee | Tom Hardesty | N/A |
| Portage County Small Villages (TAC bylaws) | | |
| Board of Revisions | Anthony J. Badalamenti | Sara Hoag |
| 1 Commissioner (ORC 5715.02) | | Sarah Metts |
| | | Michelle Crombie |
| Combined General Health District Advisory Council | Anthony J. Badalamenti | N/A |
| President (ORC 3709.03) | | |
| Community Corrections Board | Sabrina Christian-Bennett | Mike Tinlin |
| 1 Commissioner (ORC 5149.34) | | |
| CCAO Service Corporation Energy Program Board of Participants | Shannon Kautzman | Claire Philpot |
| Appointing Representative & Alternate to Natural Gas Purchase Program | | Jackie Petty |
| County Commissioners' Association of Ohio (CCAO) Voting Member at the Annual Meeting | Anthony J. Badalamenti | Mike Tinlin |
| Representative and Alternate | | |
| Data Processing Board | Mike Tinlin | Michelle Crombie |
| Commissioner (ORC 307.84) | | |

| | | |
|--|---------------------------|------------------------|
| Emergency Food & Shelter Board of Portage County (Federal Board) | Anthony J. Badalamenti | Kellijo Jeffries |
| BOC President & EMA (EFSB Responsibilities & Requirements Manual) | Ryan Shackelford | Brett Lee |
| | | |
| Family & Children's First Council | Mike Tinlin | Anthony J. Badalamenti |
| (ORC 121.37) | | |
| | | |
| Investment Advisory Committee | Sabrina Christian-Bennett | Mike Tinlin |
| Two commissioners (ORC 135.341) | Anthony J. Badalamenti | N/A |
| | | |
| Landbank Board of Directors | Sabrina Christian-Bennett | Anthony J. Badalamenti |
| Two commissioners (ORC 1724.03, bylaws) | Mike Tinlin | N/A |
| | | |
| Local Emergency Planning Commission | Sabrina Christian-Bennett | N/A |
| (ORC 3750.03) | Anthony J. Badalamenti | N/A |
| | Mike Tinlin | N/A |
| | | |
| Northeast Consortium Council of Government (NOC COG) | Sabrina Christian-Bennett | Mike Tinlin |
| Local Elected Official | | |
| | | |
| Northeast Ohio Four County Regional Planning and Development Org. (NEFCO) | | |
| Board of Commissioners has 6 reps. | Daniel Blakely | Tia Rutledge |
| | Todd Peetz | Gail Gifford |
| | Joseph Diorio | Justin Rechichar |
| | Sabrina Christian-Bennett | Mike Tinlin |
| | Rochelle Hartigan | N/A |
| | Amos Sarfo | Eric Long |
| | | |
| NEFCO Environmental Technical Advisory Committee (ERTAC) | Ron Etling | N/A |
| NEFCO ERTAC Bylaws | | |
| | | |
| NEFCO Comprehensive Economic Development Strategy (CEDS) Committee | Brad Ehrhart | Diana Fierle |
| | | |
| | | |

| | | |
|---|---------------------------|------------------|
| Ohio Public Works District 7 Integrating Committee | Sabrina Christian-Bennett | Mike Tinlin |
| See 21-421, 3 yr term ending 5-30-2024 | Larry Jenkins | Mike Collins |
| | | |
| Portage Development Board Executive Committee | Sabrina Christian-Bennett | Mike Tinlin |
| | | |
| Portage-Geauga Joint BOC | Anthony J. Badalamenti | N/A |
| Board of Commissioners | Sabrina Christian-Bennett | N/A |
| | Mike Tinlin | N/A |
| | | |
| Ravenna Arsenal Restoration Board | Ryan Shackelford | Brett Lee |
| (RAB operating policy) | | |
| | | |
| Records Commission | Mike Tinlin | N/A |
| 1 Commissioner (ORC 149.38) | | |
| | | |
| Regional Planning Commission | Sabrina Christian-Bennett | Matt Adelman |
| Board of Commissioners | Anthony J. Badalamenti | Debbie Mann |
| (RPC bylaws) | Mike Tinlin | Michelle Crombie |
| | Daniel Blakely | Tia Rutledge |
| | Larry Jenkins | Mike Collins |
| | | |
| Solid Waste Management District Policy Committee | Anthony J. Badalamenti | Michelle Crombie |
| ORC 3734.54 | | |
| | | |
| Storm Water Task Force | Mike Tinlin | N/A |

*

*

*

*

*

**RESOLUTION NO. 24-0148 - RE: REAPPOINTING BRIAN BYARD TO THE
REGION 13 ONEOHIO GOVERNANCE
BOARD**

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

WHEREAS, the Portage County Board of Commissioners is a Local Government that has adopted and approved the OneOhio Memorandum of Understanding ("The Memorandum"), which establishes a mechanism to disburse settlement proceeds from opioid litigation into Ohio's communities to help

abate the opioid crisis, including allocations to Local Governments and Regions through a statewide Foundation; and

WHEREAS, the jurisdictions of Ashtabula, Geauga, Lake and Portage counties are participants in Region 13 as established by The Memorandum; and

WHEREAS, on February 10, 2022, Region 13 participants agreed to the following governance structure: the board will consist of 12 members, 3 appointments from each Region 13 county, which will form the Region 13 OneOhio Governance Board, to include: 4 County Commissioners; 4 members representing the incorporated areas as nominated by their respective organizations/members; 4 members representing the unincorporated areas as nominated by their respective organizations/members, which allows input and equitable representation regarding regional decisions under The Memorandum; and

WHEREAS, that the Portage County Board of Commissioners appointed Commissioner Sabrina Christian Bennett to the Region 13 OneOhio Governance Board representing the Portage County Board of Commissioners on February 24, 2022 (Resolution No. 22-0147); now therefore be it

RESOLVED, that the Portage County Board of Commissioners hereby recognizes the appointment of **Brian Byard** to the Region 13 OneOhio Governance Board to represent the unincorporated areas located within Portage County as nominated by the Portage County Township Association; and be it further

RESOLVED, that the terms of the members will be determined by the Region 13 OneOhio Governance Board; and be it further

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

Roll call vote as follows:

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

*

*

*

*

*

**RESOLUTION NO. 24-0149 - RE: APPROVE REVISIONS TO THE 2050
COMPREHENSIVE PLAN FOR PORTAGE**

COUNTY.

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

- WHEREAS,** on May 18th, 2023, the Portage County 2050 Comprehensive Plan as presented by the Regional Planning Commission was approved by the Portage County Board of Commissioners with Resolution No. 23-0322. The purpose of the Comprehensive Plan is to be a framework for future development decisions and be a flexible guide for the County to follow, in order to achieve the desired vision for the community; and
- WHEREAS,** it was found necessary after further deliberation and review that a variety of minor changes be made to the Comprehensive Plan for the sake of clarity and consistency; and
- WHEREAS,** a public hearing was held on February 29th, 2024, in the Portage County Administration Building, 7th Floor Commissioners' Boardroom, 449 South Meridian Street, Ravenna, Ohio 44266, to hear additional comments on the revisions to the Plan; and
- WHEREAS,** the Portage County Board of Commissioners finds that the revisions made provide a more accurate depiction of the Plan that will serve to guide the County Commissioners, County Department Heads, and County Agencies on developing the County in a coordinated and unified manner; now therefore, be it
- RESOLVED,** that the Board of Commissioners does hereby agree to accept the Revisions to the Portage County 2050 Comprehensive Plan as presented by the Portage County Regional Planning Commission; 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;

*

*

*

*

*

**RESOLUTION NO. 24-0150 - RE: ACCEPT THE 2022 OHIO DEVELOPMENT
SERVICES AGENCY, OFFICE OF**

**COMMUNITY DEVELOPMENT PROGRAM
AMENDED SCOPE OF WORK FOR B-F-
22.**

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

- WHEREAS,** on December 1, 2022, the Board of Commissioners adopted Resolution 22-0707, to accept the 2022 CDBG Community Development Allocation Program funds in the total amount of Six Hundred Thirty Thousand Dollars (\$630,000); and
- WHEREAS,** One Hundred Fifty Thousand Dollars (\$150,000) was allocated towards three (3) City of Streetsboro projects, plus administration; and
- WHEREAS,** Concerning the Streetsboro projects, Fifty-Two Thousand Five Hundred Dollars (\$52,500) was allocated towards a citywide demolition program. Since there are no demolitions available, the activity is being eliminated and the funds are being moved to the Senior Assistance Program which allows eligible Low to Moderate Income seniors and/or disabled persons to receive assistance for lawn mowing, leaf clean up and snow plowing; and be it
- RESOLVED,** that the Board of Commissioners authorizes the reallocation of Fifty-Two Thousand Five Hundred Dollars (\$52,500) from the Streetsboro Demolition Program to the Senior Assistance Program in compliance with all State and Federal Regulations and guidelines; and be it further
- RESOLVED,** that the Board of Commissioners authorizes Commissioner Anthony Badalamenti, President of the Board, or designee, to sign all necessary documents; and be it further
- RESOLVED,** that Resolution No. 22-0707, dated December 1, 2022, will remain in its entirety as the total 2022 CDBG Community Development Allocation Program funds in the amount of \$630,000 remains intact; and be it further
- RESOLVED,** 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;

*

*

*

*

*

RESOLUTION NO. 24-0151 - RE: **AUTHORIZE THE REQUEST ON BEHALF OF THE PORTAGE COUNTY BOARD OF COMMISSIONERS TO THE OHIO HOUSE OF REPRESENTATIVES CAPITAL BUDGET FOR THE CONSTRUCTION OF A CAR PORT AND FENCING AT THE PORTAGE COUNTY SHERIFF'S OFFICE**

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

- WHEREAS,** Capital Project funds are available through the Ohio House of Representatives Capital Budget for Capital Projects; and
- WHEREAS,** the Sheriff's Office is need of a car port and fencing to ensure the safety of personnel, inmates, motor vehicles, and equipment; now therefore be it
- RESOLVED,** that the Board of Commissioners authorizes the request to the Ohio House of Representatives Capital Budget for a car port and fencing at the Portage County Sheriff's Office; and be it further
- RESOLVED,** that the Board of Commissioners notes the total project cost requested is **\$1,200,000 with no required General Fund match for a total Budget of \$1,200,000;** and be it further
- RESOLVED,** that a copy of this resolution will be filed with the Portage County Department of Budget & Financial Management, the Portage County Auditor and the Portage County Prosecutor'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:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea;

Mike Tinlin, Yea;

*

*

*

*

*

JOURNAL ENTRIES:

In accordance with Section 305.30 of the Ohio Revised Code and this Board's Resolution 21-0396, Part 9(I), the Board of Commissioners acknowledges and approves the County Administrator's approval to:

1. The Board of Commissioners agrees to approve leave without pay for Barbara Castro at Job & Family Services from January 17, 2024, through April 17, 2024.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
 Commissioner Badalamenti, Yea;
Motion Carries

2. The Board of Commissioners approves the new Software Developer job description for Portage Job & Family Services.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
 Commissioner Badalamenti, Yea;
Motion Carries

3. Authorize the three-day internal posting of the full-time Software Developer for Portage County Job & Family Services with external posting if no internal appointment is made.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
 Commissioner Badalamenti, Yea;
Motion Carries

4. The Board of Commissioners approves the new JFS Budget & Finance Consultant job description for Portage Job & Family Services.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
 Commissioner Badalamenti, Yea;
Motion Carries

5. Authorize to hire Jason Westfall Electrician, Portage County Water Resources to be effective as of Monday, February 26, 2024.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
 Commissioner Badalamenti, Yea;
Motion Carries

6. Accept the resignation of Thomas Garro for Regional Wastewater Treatment Operator in Training, Portage County Water Resources to be effective as of Thursday, February 22, 2024.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

7. Authorize the seven-day internal posting of the full-time Regional Wastewater Treatment Operator in Training for Portage County Water Resources Department with external posting if no internal appointment is made.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

8. Authorize the revision of Training Specialist job description including renaming job description to JFS Quality Assurance Training Specialist for Job & Family Services Department.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

9. Authorize the revision of Child and Adult Protective Services Trainer job description including renaming job description to C.A.P.S Quality Assurance Training Specialist for Job & Family service Department.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

10. Approve anniversary and/or step increases for the following non-bargaining employees:

- Robert Woolf
- Lee Benson
- Denise Sheridan
- Melissa Click
- Jessica Plymale
- Dustin Dickerson
- Doree Vodila
- Theresa Besaw

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

11. The Board of Commissioners signed the partial release of mortgage for the property at 850 Jones, Ravenna, OH 44266, as part of Portage Homes III Limited Partnership (Instrument No. 200716587) as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget & Finance with no exceptions noted.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

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

12. Direct the Auditor's Office to pay/process the February 22, 2024 bills/ACH payments, wires, journal vouchers and then & now's, as applicable, contingent upon the verification of the reports as presented by the County Auditor and reviewed by the Department of Budget and Financial Management.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

| Expenditure Review | | |
|---|--------------|-----------------------------------|
| County Funds: (0001 – 8399) | | |
| Bill Payment and ACH list totaling: | | |
| Bill Payment list | \$995,457.39 | (Includes late fees of: \$100.16) |
| ACH/Neil Group of | \$0 | |
| ACH Payment list totaling: | \$0 | |
| Health Benefit Wire transfers totaling: | | |
| Medical Mutual Admin of | \$0 | |
| Medical Mutual Claims of | \$0 | |
| Medical Mutual Flex Admin of | \$0 | |
| Medical Mutual Flex Claims of | \$0 | |
| Journal Vouchers totaling: | \$796.61 | |
| Then and Now list totaling: | \$630,583.06 | |
| Debt Service wire list: | \$0 | |
| BWC Wires: | \$0 | |

13. Process the February 22, 2024 budget amendments as reviewed and recommended by the Department of Budget and Financial Management.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

14. The Board of Commissioners sign the February 16, 2024, correspondence to Morgen Derrow releasing and terminating the Haul Road Use and Maintenance Agreement issued by The Hartford Fire Insurance Company under Permit # SH23-014 Bond #45BSBJD0180 in the amount of \$320,000. Bond is being released and returned at Fisher Logging LLC's request as recommended by the County Engineer's Office.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

15. Board of Commissioners' acknowledgement of receipt of the February 16, 2024 Certificate of County Auditor that the total appropriations from each fund **do exceed** the official estimate of resources as presented by the County Auditor's office.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

16. Board of Commissioners' acknowledgement of receipt of the February 26, 2024 Certificate of County Auditor that the total appropriations from each fund **do exceed** the official estimate of resources as presented by the County Auditor's office.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

17. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for February 12, 2024 through February 18, 2024 as presented by Chief Dog Warden David McIntyre.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

18. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for February 19, 2024 through February 25, 2024 as presented by Chief Dog Warden David McIntyre.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

19. In accordance with the ORC Section 325.07, the Board of Commissioners acknowledged receipt of the Portage County Sheriff's Transporting Report for January 2024 as presented by the Portage County Sheriff's Office.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

*

*

*

*

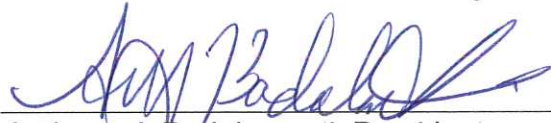
*

Motion: by Commissioner Tinlin, seconded by Commissioner Badalamenti that the Board adjourns the Meeting of **February 29th, 2024, at 11:03 AM.**

All in Favor: Commissioner Tinlin, Yea; Commissioner Badalamenti, 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 **February 29th, 2024.**



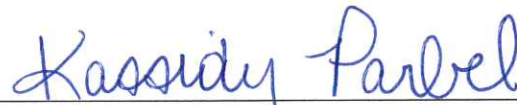
Anthony J. Badalamenti, President



Sabrina Christian-Bennett, Vice President



Mike Tinlin, Board Member



Kassidy Parbel, Clerk