



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, March 7th, 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 and Barb Tittle.

1. The Board of Commissioners approves the February 22nd, and the February 29th, 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

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. Accept the resignation of Diane Rogers for Child Care Certification Specialist, Portage County Job & Family Services to be effective as of March 15, 2024.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

2. Authorize the three-day internal posting of the full-time Child Care Certification Specialist 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

3. Accept the retirement of Mark Short for JFS Driver, Portage County Job & Family Services to be effective as of May 1, 2024.

Motion: Commissioner Christian-Bennett**Seconded: Commissioner Tinlin**

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

Motion Carries

4. Authorize the three-day internal posting of the full-time JFS Driver 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

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

- Sharon Spence
- Christina Herra
- Robert Tilden Jr.

Motion: Commissioner Christian-Bennett**Seconded: Commissioner Tinlin**

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

Motion Carries**COUNTY ADMINISTRATOR**

Administrator Crombie explains that today she will be presenting on behalf of the Department of Budget and Finance as well as Internal Services due to the Directors attending Leadership Portage County.

Administrator Crombie is bringing forward a Journal Entry in reference to the closure for the upcoming April 8th, Eclipse, which was discussed at the previous meeting. She states that all the elected officials in the Administration Building have agreed to close. After speaking with the Judges, it has been determined that Judge Roubic will be closing the Kent Court for the day, and Judge Smith will be closing the Juvenile and Probate Courts at noon. The other Judges have not made a final decision yet, therefore the Riddle Block, Prosecutor's Office, and the Ravenna Courthouse will remain open at this point. OMJ, The Administration Building, Water Resources and the Dog Warden will be closed to the public. There have been appropriate changes, however, to be sure that there is not a break in service to the public. Employees will work remotely where applicable, and the Dog Warden staff will take their trucks home. If someone is interested in seeing a dog, arrangements can be made, and the staff will still

perform necessary duties on that day. OMJ will be posting their hours on the website, and their hotline will still be maintained. Administrator Crombie reiterates that great strides are being taken to make sure that there is not a break in service.

Journal Entry:

1. The Portage County Board of Commissioners agrees to close the Administration Building and other buildings under the direction of the Board of Commissioners to the public on Monday, April 8, 2024. Essential on-site personnel are expected to report to work as scheduled unless otherwise notified. Department heads should enable non-essential employees the ability to work remotely, if possible. Employees with a current hybrid schedule should arrange schedules to work remotely for the day. All other employees should receive administrative pay for their scheduled shift. Please make the necessary plans that will accommodate your department and enable the continuation of services with limited disruption to the public.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: County Administrator Michelle Crombie

Journal Entries:

1. The Board of Commissioners authorizes Commissioner Anthony J. Badalamenti, President of the Board, to sign a Letter of Authorization for the Ohio Bureau of Motor Vehicles authorizing Geraldine Lower, Budget Specialist, and/or Jaclyn Petty, Director of Budget & Financial Management, to complete and sign all applicable forms and required paperwork for Investigative/Fictitious License Plates for Portage County. This will remain in effect unless revised or revoked in writing by the Portage County Board of Commissioners. A copy of this Authorization will be kept on file at 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

Commissioner Christian-Bennett asks about the previous Journal Entry. Administrator Crombie explains that it is just a standard agreement that happens every year.

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 29, 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	\$687,045.70	(Includes late fees of: \$5.67)
ACH/Neil Group of	\$0	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$1,592,027.87	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$0	
Journal Vouchers totaling:	\$33,782.96	
Then and Now list totaling:	\$282,272.22	
Debt Service wire list:	\$39,690.00	
BWC Wires:	\$0	

- Process the February 29, 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:

- Declare Obsolete and Authorize the Sale by Public Auction of a Vehicle from the Portage County Job and Family Services Department./Resolution No. 24-0152
- Amend Resolution 24-0017 to Accept the Amended Grant Award in the Amount of \$1,651,140.69 from the Department of Youth Services FY 2023 Juvenile Court Subsidy Grant (Reclaim Ohio) on Behalf of the Portage County Juvenile Court./Resolution No. 24-0153

INTERNAL SERVICES

Present: County Administrator Michelle Crombie

Discussion:

- Project Updates

- The Administration Building- Administrator Crombie gives a brief background on the Keltron System. It's a system that ties into the Courthouse and Sheriffs' Department for emergency response. Director Kautzman has recently had a meeting with the engineer regarding the system and will provide details at the next BOC meeting on March 14th. Administrator Crombie reiterates that the Keltron system is a necessity. Commissioner Badalamenti questions whether the ARPA Funds may be utilized for the Keltron upgrade. Administrator Crombie states that it is not a covered use of funds. The JFS remodel project needs to be extended due to the addition of outlets for the refrigerators. The project is expected to be completed during the week of 3/25/24.
- The Annex Building Kickoff meeting was March 6th for the HVAC, basement, and railing. The basement digging is to start the week of 3/18/24. Director Kautzman will elaborate on the details of this meeting as well, on the 14th.
- Phase 1 is expected to be complete the week of 3/25/24. A meeting is scheduled to be held regarding the punch list items and Phase 2.

Resolutions:

1. The Board of Commissioners declares unused/excess property owned by Portage County and set the bid date for the sale of the unused/excess real estate located in Ravenna City owned by the Portage County Commissioners./Resolution No. 24-0154
2. The Board of Commissioners authorizes the execution of an agreement with Portage County Soil & Water Conservation District for the purpose of cooperation and coordination as it relates to the execution of responsibilities of the Portage County Storm Water District./Resolution No. 24-0155
3. The Board of Commissioners accepts the proposal from Euthenics, Inc. and enters into an agreement for providing plan review services for 2024 plan review and miscellaneous studies for the Portage County Engineer./Resolution No. 24-0156

MISCELLANEOUS

Journal Entries:

1. The Board of Commissioners received the February 22, 2024 correspondence from the Portage County Sheriff's Office including the Monthly Record of Proceedings and Transactions for January 2024, in accordance with Ohio Revised Code Section 325.07.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;
Motion Carries
2. The Board of Commissioners acknowledged receipt of the February 27, 2024 Amended Certificate of Estimated Resources for the year beginning January 1, 2024 as submitted by the Portage County Budget Commission.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin

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

Motion Carries

3. The Board of Commissioners approved the February 2024 adjustments to the Portage County Water, Portage County Sewer, and Streetsboro Sewer billing accounts as reported on the adjustment reports submitted and reviewed by the Department of Water Resources.

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 sign the February 29, 2024, correspondence to Brianna Fickeisen releasing the Roadway Maintenance Bond issued by The Hartford Fire Insurance Company under Bond #45BSBHW5094 in the amount of \$35,832.29. Bond is being released and returned at Maplecrest 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

Resolution:

1. Reappointment of Jennifer Hafner to the Ohio Children's Trust Fund Regional Prevention Council./Resolution No. 24-0157

RECESS: 9:13 AM

RECONVENE: 11:00 AM

PUBLIC COMMENT – No public comment given.

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**RESOLUTION NO. 24-0152 - RE: DECLARE OBSOLETE AND AUTHORIZE
THE SALE BY PUBLIC AUCTION OF A
VEHICLE FROM THE PORTAGE COUNTY
JOB & FAMILY SERVICES DEPARTMENT**

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

WHEREAS, the Portage County Job & Family Services Department 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 Job & Family Services Department; 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 Friday, March 8, 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:

2013 Ford Escape, VIN 1FMCU9GX6DUB69281

; and be it further

RESOLVED, that a copy of this resolution be filed with the Portage County Job & Family Services Department, 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;

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RESOLUTION NO. 24-0153

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RE: AMEND RESOLUTION 24-0017 TO ACCEPT THE AMENDED GRANT AWARD IN THE AMOUNT OF \$1,651,140.69 FROM THE DEPARTMENT OF YOUTH SERVICES FY 2023 JUVENILE COURT SUBSIDY GRANT (RECLAIM OHIO) ON BEHALF OF THE PORTAGE COUNTY JUVENILE COURT

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. 24-0017 on January 11, 2024, accepting the grant award in the amount of **\$1,617,198.44** from the Department of Youth Services FY 2023 Juvenile Court Subsidy Grant (Reclaim Ohio) on behalf of the Portage County Juvenile Court; and

WHEREAS, it is now necessary to amend the grant award to accommodate an additional program to work with youth at risk of involvement with the juvenile justice system; now therefore be it

RESOLVED, that the grant award amount be amended to **\$1,651,140.69** and the estimated program costs be amended to \$1,267,906.39 with no local match, for the fiscal year beginning July 1, 2023, and ending June 30, 2024, subject to the terms and conditions of the agreement; and be it further

RESOLVED, that the Board of Commissioners authorizes Commissioner Anothony J. Badalamenti, President of the Board, to sign the Amendment Form (Amendment# 1) to replace Attachment A of the Original Grant Agreement; and be it further

RESOLVED, that a certified copy of this resolution be filed with the Portage County Auditor's Office, the Department of Budget & Financial Management, the Grant Administrator, and the Portage County Juvenile Court; and be it further

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

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RESOLUTION NO. 24-0154 - RE: DECLARE UNUSED/EXCESS PROPERTY OWNED BY PORTAGE COUNTY AND THE SET BID DATE FOR THE SALE OF THE UNUSED/EXCESS REAL ESTATE LOCATED IN RAVENNA CITY OWNED BY THE PORTAGE COUNTY COMMISSIONERS

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

RESOLVED, that parcel no. 31-349-04-00-217-000 (known as 122, 124, 126 and 128 North Prospect St.) consisting of approximately .3760 acres located in Ravenna City, Ohio be declared as County owned unused/excess property under the jurisdiction of the Board of Commissioners; and be it further

RESOLVED, that the Portage County Commissioners set a minimum bid of \$185,000.00; and be it further

RESOLVED, that the parcel is for sale to be sold to the highest bidder; and be it further

RESOLVED, that sealed bids, therefore, will be accepted by the Portage County Director of Internal Services, Portage County Administration Building, (S. Chestnut Street entrance) 449 South Meridian St., Ravenna, Ohio until 2:30 p.m., E.S.T. on, March 27th, 2024; and be it further

RESOLVED, that the notice of receiving bids shall be published in the Record Courier on March 7th, 14th, and 21st, 2024 and a copy thereof be posted on the County's website and bulletin board of the Board forthwith; and be it further

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

meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

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RESOLUTION NO. 24-0155 - RE: AUTHORIZE EXECUTION OF AN AGREEMENT BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS AND THE PORTAGE COUNTY SOIL AND WATER CONSERVATION DISTRICT FOR THE PURPOSE OF COOPERATION AND COORDINATION AS IT RELATES TO THE EXECUTION OF RESPONSIBILITIES OF THE PORTAGE COUNTY STORM WATER DISTRICT

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

WHEREAS, the Portage County Board of Commissioners intends to engage the Portage County Soil and Water Conservation District to perform certain monitoring, investigating, inspection and testing services required by Portage County's Ohio Environmental Protection Agency (OPEA) National Pollution Discharge Elimination System (NPDES) Phase II permit at a cost not to exceed \$437,500.00 for the period of January 1, 2024 through December 31, 2024; now therefore be it

RESOLVED, that the Portage County Board of Commissioners hereby authorize the execution of an agreement with the Portage County Soil and Water Conservation District for the purpose of cooperation and coordination as it relates to the execution of the responsibilities of the Portage County Storm Water District; and be it further

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

Roll call vote as follows:

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

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RESOLUTION NO. 24-0156

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RE: ACCEPT PROPOSAL FROM EUTHENICS,
INC. AND ENTER INTO AGREEMENT FOR
PROVIDING PLAN REVIEW SERVICES FOR
2024 PLAN REVIEW AND MISCELLANEOUS
STUDIES
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It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

- WHEREAS,** the Portage County Engineer has determined that it will be necessary to acquire the services of a consultant to perform plan review services for 2024 Plan Review and Miscellaneous Studies, and
- WHEREAS,** the Portage County Board of Commissioners, by Resolution No. 22-0696, authorized the Portage County Engineer to accept current statements of qualification from engineering consulting firms seeking to provide professional services during the years of 2023 and 2024; and
- WHEREAS,** the Portage County Engineer selected EUTHENICS, INC. ("CONSULTANT") from the list of consultants who have a statement of qualification on file for 2023 and 2024, to submit a technical and fee proposal to provide plan review services for 2024 Plan Review and Miscellaneous Studies; and
- WHEREAS,** the Portage County Engineer, upon review of the proposal from "CONSULTANT," recommends that said proposal be accepted by the Board of Portage County Commissioners; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners does hereby accept the proposal of "CONSULTANT" and authorizes the Portage County Engineer to enter into an agreement for providing plan review services for 2024 Plan Review and Miscellaneous Studies; and be it further
- RESOLVED,** that a contract be entered into with EUTHENICS, INC., 8235 Mohawk Drive, Cleveland, Ohio 44136 at a not to exceed cost of \$25,000.00 and be it further
- RESOLVED,** that the Portage County Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea;

Mike Tinlin, Yea;

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**RESOLUTION NO. 24-0157 - RE: REAPPOINTMENT OF JENNIFER HAFNER
TO THE OHIO CHILDREN'S TRUST FUND
REGIONAL PREVENTION COUNCIL.**

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

WHEREAS, language was included in the state budget bill (HB 64) in 2015 to regionalize the operations of the Children's Trust Fund statewide. Specifically, the bill divides the state into eight (8) regions, identified in statute, for the purpose of applying for, receiving, and implementing Board-approved child abuse and child neglect programming and services. This will eliminate child abuse and child neglect prevention advisory boards and create child abuse and child neglect regional prevention councils for each region; and

WHEREAS, Portage County is included with the following counties in one (1) of the eight (8) regions in Ohio: Ashland, Columbiana, Holmes, Lorain, Mahoning, Medina, Stark, Summit, Trumbull, and Wayne; and

WHEREAS, in accordance with ORC 3109.172 (C)(1), the Portage County Board of Commissioners may appoint up to two (2) county prevention specialists to the council representing Portage County; now therefore be it

RESOLVED, that the Portage County Board of Commissioners appoints the following member to serve a two (2) year term as county prevention specialists for the Ohio Children's Trust Fund Regional Prevention Council beginning March 7, 2024 and expiring March 6, 2026;

Name	Contact Information
Jennifer Hafner	<u>Jennifer.hafner@jfs.ohio.gov</u>

; 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.

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

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

- Motion:** Commissioner Christian-Bennett

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

2. Authorize the three-day internal posting of the full-time Child Care Certification Specialist for Portage County Job & Family Services with external posting if no internal appointment is made.

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

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

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

- Sharon Spence
- Christina Herra

- Robert Tilden Jr.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

6. The Portage County Board of Commissioners agrees to close the Administration Building and other buildings under the direction of the Board of Commissioners to the public on Monday, April 8, 2024. Essential on-site personnel are expected to report to work as scheduled unless otherwise notified. Department heads should enable non-essential employees the ability to work remotely, if possible. Employees with a current hybrid schedule should arrange schedules to work remotely for the day.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

7. The Board of Commissioners authorizes Commissioner Anthony J. Badalamenti, President of the Board, to sign a Letter of Authorization for the Ohio Bureau of Motor Vehicles authorizing Geraldine Lower, Budget Specialist, and/or Jaclyn Petty, Director of Budget & Financial Management, to complete and sign all applicable forms and required paperwork for Investigative/Fictitious License Plates for Portage County. This will remain in effect unless revised or revoked in writing by the Portage County Board of Commissioners. A copy of this Authorization will be kept on file at 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

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:

8. Direct the Auditor's Office to pay/process the February 29, 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	\$687,045.70	(Includes late fees of: \$5.67)
ACH/Neil Group of	\$0	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$1,592,027.87	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$0	
Journal Vouchers totaling:	\$33,782.96	
Then and Now list totaling:	\$282,272.22	
Debt Service wire list:	\$39,690.00	
BWC Wires:	\$0	

9. Process the February 29, 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

10. The Board of Commissioners received the February 22, 2024 correspondence from the Portage County Sheriff's Office including the Monthly Record of Proceedings and Transactions for January 2024, in accordance with Ohio Revised Code Section 325.07.

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 acknowledged receipt of the February 27, 2024 Amended Certificate of Estimated Resources for the year beginning January 1, 2024 as submitted by the Portage County Budget Commission.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

12. The Board of Commissioners approved the February 2024 adjustments to the Portage County Water, Portage County Sewer, and Streetsboro Sewer billing accounts as

reported on the adjustment reports submitted and reviewed by the Department of Water Resources.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

13. The Board of Commissioners sign the February 29, 2024, correspondence to Brianna Fickeisen releasing the Roadway Maintenance Bond issued by The Hartford Fire Insurance Company under Bond #45BSBHW5094 in the amount of \$35,832.29. Bond is being released and returned at Maplecrest 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

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Motion: by Commissioner Christian-Bennett, seconded by Commissioner Tinlin that the Board adjourns the Meeting of **March 7th, 2024 at 11:00 AM.**

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

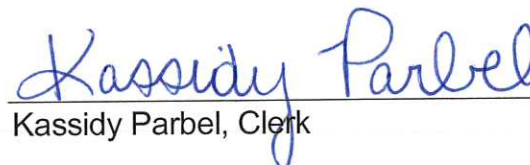
Motion Carries

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of **March 7th, 2024.**


Anthony J. Badalamenti, President


Sabrina Christian-Bennett, Vice President


Mike Tinlin, Board Member


Kassidy Parbel, Clerk