

COMMISSIONERS' AGENDA

May 2, 2024

9:00 AM

1. The Board of Commissioners motion to approve the April 25, 2024 regular meeting minutes.

9:00 AM – 9:05 AM DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Presenting: Michelle Crombie

Journal Entries:

1. The Board of Commissioners authorizes Commissioner Anthony J. Badalamenti, President of the Board, to sign the First Amendment to FY2022 Emergency Management Performance Grant (EMPG) Supplemental Grant Agreement. Documents reviewed by the Department of Budget and Financial Management.
2. The Board of Commissioners authorizes Commissioner Anthony J. Badalamenti, President of the Board, to sign the Community Acknowledgement Form for the NOPEC 2024 Community Event Sponsorship. Documents reviewed by the Department of Budget and Financial Management.
3. The Board of Commissioners signed the Satisfaction of Mortgage for Judith Miedema for \$52,125.00 on property at 12763 Saint James Dr. Mantua, Ohio 44255 (Instrument No. 202214909) as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget and Financial Management.
4. The Board of Commissioners approved the 2024 CDBG Grant allocation to Portage County Regional Planning Commission in the amount of \$20,000 for the Fair Housing Impediments Study, as recommended by the steering committee and reviewed by the Department of Budget and Financial Management.
5. The Board of Commissioners approved the 2024 CDBG Grant allocation to the Village of Hiram in the amount of \$130,300 for the ADA Walkways and Parking Project, as recommended by the steering committee and reviewed by the Department of Budget and Financial Management.
6. The Board of Commissioners approved the 2024 CDBG Grant allocation to AxessPointe Community Health Centers in the amount of \$100,000 for the New Facility Upgrades Project, as recommended by the steering committee and reviewed by the Department of Budget and Financial Management.
7. The Board of Commissioners approved the 2024 CDBG Grant allocation to Rootstown Township in the amount of \$147,700 for the Sewer Tie-In Project, as recommended by the steering committee and reviewed by the Department of Budget and Financial Management.

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 April 25, 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.
9. Process the April 25, 2024 budget amendments as reviewed and recommended by the Department of Budget and Financial Management.

Resolutions:

1. Transfer from Fund 0001, General Fund to Fund 1410, Public Assistance Fund.
2. Authorize the Application and Agree to Enter Into A FY2025 Competitive Grant Solicitation Between the Board of Portage County Commissioners (on Behalf of Adult Probation) and the One Ohio Recovery Foundation.
3. Transfer from Fund 1201, Motor Vehicle and Gas Tax, to Fund 4262, Randolph Rd Bridge Replacement.
4. Transfer from Fund 1413, JFS WIA Allocation to Fund 1410, Public Assistance Fund.
5. Create Fund 4268, Industry Road Resurfacing for the Portage County Engineer's Office.
6. Create Fund 7235 – WC Prospective Rating 2026.
7. Create Fund 1701, Summer Holiday Enforcement Program for the Portage County Sheriff's Office.
8. Create Fund 1702, BWC Body Worn Cameras Grant for the Portage County Sheriff's Office.

9:05 AM – 9:20 AM INTERNAL SERVICES

Presenting: Michelle Crombie

Discussion:

1. Project Updates

Resolutions:

1. The Board of Commissioners accepts the proposal of Michael Baker International, Inc. and enter into an agreement for providing professional construction administration services for the project know as the Randolph Road (CH10) Bridge Replacement, over Potters Creek, Portage County.
2. The Board of Commissioners accepts and awards the bid of Melway Paving Company, Inc. for the 2024 405 Resurfacing Project, for the resurfacing of various Portage County roads.
3. The Board of Commissioners agrees to accept the maintenance guarantee for drainage improvements, erosion and sediment control for the Germaine Reserve Subdivision in Franklin Township and release of performance guarantee.

4. The Board of Commissioners authorizes the Portage County Engineer to participate in the Ohio Department of Transportation's annual road salt bid (018-25) for the 2024-2025 winter season.
5. The Board of Commissioners accepts Germaine Circle, Louis Lane and part of Wanda Court in the Germaine Reserve Subdivision, Phase 1, and the remaining part of Wanda Court and Jenna Circle in the Germaine Reserve Subdivision, Phase 2, in Franklin Township, Portage County.
6. The Board of Commissioners approves the public announcement of available contract for professional construction administration services for the project known as Ravenna Road Bridge Replacement.
7. The Board of Commissioners agrees to enter into a service agreement on behalf of the Portage County Maintenance Department and Northeast Ohio Security and Electronic Solutions LLC (NEOSES).
8. The Board of Commissioners agrees to rescind Resolution No. 24-0245, adopted April 25, 2024: Awarding the contract for the purchase of the real property (P.P.N. 31-349-04-00-217-000) location of address of 124 N. Prospect Street (which includes units 122, 126 and 128, at that location) in the City of Ravenna, Ohio to the sole bidder CC2MB Properties dba Melissa Bregant and authorizing the execution of a real estate purchase agreement with CC2MB Properties dba Melissa Bregant.
9. The Board of Commissioners agrees to enter into an agreement for a MARCS Mobile Voice Delivery System Advanced Key between the Portage County Board of Commissioners on behalf of the Portage County Emergency Management Agency.
10. The Board of Commissioners agrees to enter into a memorandum of understanding with Lake County Board of Commissioners on behalf of Portage County Emergency Management Agency.
11. The Board of Commissioners approves specifications and set bid date for the purchase of one (1) 2024 or newer, class 5 heavy duty truck for use by the Portage County Department of Emergency Management Agency.
12. The Board of Commissioners agrees to set the Request for Proposal date for Benefit Bridge Pilot Program Services for the Portage County Job & Family Services Department.
13. The Board of Commissioners agrees to enter into a Memorandum of Understanding between the Northeast Ohio Adoption Services (NOAS) and Portage County Job & Family Services.
14. The Board of Commissioners agrees to enter into an amendment No. 4 for Prevention, Retention, and Contingency (PRC) home repair services with Portage County Job & Family Services and Community Action Council of Portage County.

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. Authorize the probationary removal of Landon Bengtson, Treatment Plant Operator in Training for Water Resources Department as of April 23, 2024.
2. Approve the new non-bargaining Utility Accounting Specialist job description for Portage County Water Resources Department.
3. Approve anniversary and/or step increases for the following non-bargaining employees:
 - Samantha Payne

Executive Session

In accordance with the Ohio Revised Code 121.22(G)(1), the Board of Commissioners to move into executive session to consider the compensation of a public employee.

Executive Session

In accordance with the Ohio Revised Code 121.22(G)(1), the Board of Commissioners to move into executive session to consider the dismissal of a public employee.

Executive Session

In accordance with the Ohio Revised Code 121.22(G)(1), the Board of Commissioners to move into executive session to consider the compensation of a public employee.

Discussion:

1. February/March 2024 Data Report – Attached
2. Q1 2024 Customer Service and Senior Citizens Survey Results – Attached
3. 2024 JFS Position Recommendations – Attached Memo
4. Healthy Aging Grant Update – Discussion
5. Portage 50 Plus Draft Committee Charter – Attachments
6. New Child Care Choice Voucher Program – Discussion
7. Family Fun Day – Attached Flyer

8. Foster Parent Appreciation Banquet – Save the date flyer attached
9. 2nd Annual Kids Summit – Save the date flyer attached

Executive Session:

In accordance with the Ohio Revised Code 121.22(G)(1), the Board of Commissioners move into executive session to consider the compensation of a public employee.

10:00 AM – 10:15 AM VETERANS SERVICES

Discussion:

1. Annex Building Renovations

11:00 AM – 11:05 AM PUBLIC COMMENT

MISCELLANEOUS

Journal Entries:

1. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for April 15, 2024 through April 21, 2024 as presented by Chief Dog Warden David McIntyre.
2. The Board of Commissioners acknowledged the receipt of the April 29, 2024 Certificate of the County Auditor that the Annual Appropriations from each fund does not exceed the Amended Official Certificate of Estimate Resources for the fiscal year beginning January 1, 2024.