



Portage County Board of Commissioners
Meeting Minutes

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

Amy Hutchinson, Clerk
330-297-3600

Thursday, November 4, 2021

9:00 AM

Commissioners' Board Room

*The Commissioners' meeting minutes are summarized; Audio recordings and backup material are available.
Please contact the Commissioners' Office for specific details.*

The Portage County Board of Commissioners' meeting came to order with the following members present.

Attendee Name	Title	Status
Sabrina Christian-Bennett	President	Present
Anthony J. Badalamenti	Vice President	Present
Vicki A. Kline	Board Member	Absent

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

Recess: 9:01 AM

Reconvened: 9:04 AM

HUMAN RESOURCES

Present: Director Janet Kovick

Journal Entries:

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

- Hire Janie Rodkey as a Social Service Worker 3 replacing the position previously held by Jessica Plymale for Portage County Job & Family Services. Tentative start date is 11/15/2021. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment testing.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Motion Carries

• Hire Kellan Towns as a Social Service Worker 3 replacing the position previously held by Karen Valentin for Portage County Job & Family Services. Tentative start date is 11/15/2021. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment testing.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Motion Carries

• Accept the retirement of Patricia Hubbard, Income Maintenance Aide 2, for Portage County Job & Family Services effective January 3, 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Motion Carries

• Authorize the three-day internal posting of the full time Income Maintenance Aide 2 replacing Patricia Hubbard for Portage County Job & Family Services with external posting if no internal appointment is made.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Motion Carries

DEPARTMENT OF BUDGET & FINANCE

Present: Director Joe Harris

Resolutions:

1. The Board of Commissioners agrees to approve the Thursday, November 4, 2021 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget and Financial Management./Resolution No. 21-0815.
2. The Board of Commissioners agrees to approve the Thursday, November 4, 2021 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget and Financial Management./Resolution No. 21-0816.

3. The Board of Commissioners agrees to approve the Thursday, November 4, 2021 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget and Financial Management./Resolution No. 21-0817.
4. The Board of Commissioners agrees to approve the Thursday, November 4, 2021 Then & Now Certification, as presented by the County Auditor and reviewed by the Department of Budget and Financial Management./Resolution No. 21-0818.
5. The Board of Commissioners agrees to amend the General Fund 2021 Annual Appropriation Resolution No. 20-0802, adopted December 17, 2020./Resolution No. 21-0819.
6. The Board of Commissioners agrees to amend the Non-General Fund 2021 Annual Appropriation Resolution No. 20-0803, adopted December 17, 2020./Resolution No. 21-0820.
 - Job and Family Services: Standard items this week.
 - Treasurer: One is for payroll for the remainder of the year and the other is for a lien release.

Resolutions No. 7-12 are being rescinded and approved again after being corrected.

7. Rescind Resolution No. 21-0798: Transfer from Fund 7201, WC RR P General Administration to Fund 7231. PROS2022./Resolution No. 21-0821.
8. Transfer from Fund 7201, WC RR P General Administration to Fund 7231, PROS2022./Resolution No. 21-0822.
9. Rescind Resolution No. 21-0811: Cash Advance Repayment from Fund 1330, Dog & Kennel to Fund 0001, General Fund./Resolution No. 21-0823.
10. Cash Advance Repayment from Fund 1330, Dog & Kennel to Fund 0001, General Fund./Resolution No. 21-0824.
11. Rescind Resolution No. 21-0812: Transfer from Find 1271 CDBG RLF, to Fund 1251, CDBG County Formula./Resolution No. 21-0825.
12. Transfer from Fund 1271 CDBG RLF, to Fund 1251, CDBG County Formula./Resolution No. 21-0826.

MISCELLANEOUS ITEMS

1. The Board of Commissioners approves the October 28, 2021 regular meeting minutes.

Journal Entries:

1. The Board of Commissioners acknowledged receipt of the October 26, 2021 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimated Resources for the fiscal year beginning January 1, 2021 as determined by the Budget Commission of Portage County and presented by the County Auditor.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Motion Carries

2. The Board of Commissioners acknowledged receipt of the October 29, 2021 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimated Resources for the fiscal year beginning January 1, 2021 as determined by the Budget Commission of Portage County and presented by the County Auditor.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Motion Carries

3. In accordance with Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Record of Proceedings and Transactions for August 2021, as presented by the Portage County Sheriff's Department.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Motion Carries

4. In accordance with Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Record of Proceedings and Transactions for September 2021, as presented by the Portage County Sheriff's Department.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Commissioner Kline, Absent;

Motion Carries

5. The Board of Commissioners approved the October 2021 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 Budget and Financial Management.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Motion Carries

Resolutions:

1. Shelter for Victims of Domestic Violence – Distribution of Monies Accumulated in Marriage Licenses/Divorce Fees Special Funding for the Year 2022./Resolution 21-0827.
2. Adoption of Fee Schedule for Assigned Counsel Services for use by all the Courts within Portage County./Resolution 21-0828.
3. The Board of Commissioners agrees to enter into a septic assistance program agreement between the Portage County Board of Commissioners, the Portage County Regional Planning Commission and Werab Enterprises LLC for a septic system replacement./Resolution 21-0829.
4. The Board of Commissioners agrees to award and enter into contract with R2K Contracting for the CDBG Windham Community Center – Center Hall Project, 9647 East Center Street, Windham Village./Resolution 21-0830.
5. The Board of Commissioners approves specifications and set bid date for the purchase of various chemical for the Portage County Water Resources Department./Resolution 21-0831.
6. The Board of Commissioners agrees to accept the performance guarantee and agreement for construction of sanitary sewerage and water improvements for the Brimfield Commons Subdivision in Brimfield Township./Resolution 21-0832.
7. The Board of Commissioners agrees to declare the necessity to purchase one (1) 2021 Ford Escape for use by the Portage County Engineer's Department./Resolution 21-0833.

8. Accept the Ohio Development Services Agency, Office of Community Development Block Grant, Critical Infrastructure Program Funds for the Village of Windham./Resolution 21-0834.
9. Accept the Ohio Development Services Agency, Office of Community Development Block Grant, Critical Infrastructure Program Funds for the City of Ravenna./Resolution 21-0835.

JOB & FAMILY SERVICES

Present: Director Kellijo Jeffries, Sue Brannon, Budget & Finance Advisor, Donna Fortney, and Judy Redding

Discussion:

1. Special Thanks and Acknowledgement to Portage JFS Fiscal Team
Job and Family Services had no finding on their audit this year and Director Jeffries praised the 12 employees within the department for a job well done. Donna Fortney and Judy Redding from the Fiscal Department accompanied Director Jeffries to the meeting and the Board was able to thank them in person. Director Jeffries pointed out in her 28 years with the County, this has been the toughest 2 years of her career because of the loss of funding and the pandemic.
2. Adoption Month Recognition
November is adoption recognition month and due to the shut down of the Courts temporarily during the pandemic, Job and Family Services couldn't attend any of the adoption hearings. Director Jeffries intends to provide letter to the adopting families from January 1st through current, including a dinner gift card for each family.
3. Holiday Toy Drive
The Job and Family Services Toy Drive was so successful last year that they plan on doing it again this year for the kids in foster care. The drive-through will be held on Saturday, December 4 in the bullpen of the Administration Building. Additional information will be provided at a later date.
4. Warm Hands Warm Hearts – Winter Outerwear Drive
Child Support Enforcement will collaborate with Passages, United Way, NEOMED, and PARTA to do an outerwear drive for mittens, hats, coats, etc. for those in need. The Drive will be held on Friday, December 3rd. Additional information will be provided at a later date.
5. Fall 2021 Manufacturing Internship Graduates – Fifth Cohort
Director Jeffries recognizes the fifth group that graduated from the manufacturing internship program, whereby 8 residents graduated with the Kent State certificate. The program is a grassroots effort started in Portage with Kent State and Portage Development Board with the vast majority of the manufacturing companies. The 8 graduates are being hired by Mantaline, Step 2, Natural Essentials, Smithers Oasis and Paris Linen.

6. Upcoming Outage of Ohio Benefits System

The state is going to have an outage on the benefits system so all 88 counties will be impacted on December 3rd. A press release is in today's packet for Board review and approval. Residents are still able to call into the customer service line, but they won't be able to process benefits.

Resolutions:

1. Transfer from Fund 0001, General Fund to Fund 1410, Public Assistance Fund./Resolution 21-0826.

- This resolution is the normal mandated share resolution for November.

Recessed: 9:23 AM

Reconvened: 10:08 AM

Commissioner Christian-Bennett called for the Board to recess until 11:00 AM for Public Comment and Commissioner Badalamenti noted the Board will be going into a private conference pursuant to R.C.121.22(D)(2).

Recessed: 10:08 AM

Reconvened: 10:46 AM

PUBLIC COMMENT

Present: Brian Ames

Mr. Ames noted the Board managed to avoid a problem during the recess, the idea being we have to be careful with the executive sessions to make sure while you are holding them, if you discover that you are going beyond the scope of the executive session, you need to stop, come out and go back in for the right reason. The person in front of the Board making a request for Executive Session is not a Commissioner and it's the responsibility of the Commissioners to make the motion that complies with the law, not the person requesting it. The Board learned today that some of the violations even though they aren't our intent, they can still be avoided because the law doesn't say you can do it as long as you didn't intend to. It's an objective standard. If a truck runs over somebody, it doesn't matter whether the driver intended to run over the person, the guy is injured, and the injury is the same regardless of the intent. I think we learned today that talking, listening and rather than digging our heels in and saying everything has to be settled in the court, it's a better approach and we did that today. Hopefully that will continue, and Mr. Ames appreciates the Board adapting to situation like it did today.

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Commissioner Christian-Bennett explained the Board will meet next Tuesday, November 9th as the Administration Building will be closed on Thursday, November 11th for Veterans Day.

Recessed: 10:50 AM

Reconvened: 11:01 AM

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**RESOLUTION No. 21-0815 - RE: BILLS APPROVED AND ACH CERTIFIED TO
THE PORTAGE COUNTY AUDITOR FOR
PAYMENT.**

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

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee on November 4, 2021 in the total payment amount of **\$1,297,714.70 including late fees finance charges, interest & penalties amounting to \$6.77 for Funds 0001-8299** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

RESOLVED, that the ACH payment is approved as certified to the County Auditor for payment on or after Friday, November 5, 2021, contingent upon the review of the Portage County Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services, or other designee on November 4, 2021 in the total payment amount of **\$201.43 to Neil Group** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

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

Roll call vote as follows:

Vicki A. Kline, Absent;	Sabrina Christian-Bennett, Yea;	Anthony J. Badalamenti, Yea;
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RESOLUTION NO. 21-0816 - RE: WIRE TRANSFER APPROVED AND

**CERTIFIED TO THE PORTAGE COUNTY
AUDITOR FOR PAYMENT.**

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

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services, or other designee on November 4, 2021 in the total payment amount as follows:

1. \$1,876.00 to Medical Mutual – Flex Claims; and

as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

RESOLVED, that the Board of Commissioners authorizes the wire transfer for the charges relating to health benefits, as presented by the Portage County Auditor's Office:

Wire Transfer on Friday, November 4, 2021 \$ 1,876.00

; and be it further

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

Roll call vote as follows:

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

WI110521

11/03/2021 15:19 PORTAGE COUNTY
Kedduich INVOICE ENTRY PROOF LIST

P 2
apinvent

CLERK: slynn BATCH: 4471 NEW INVOICES
VENDOR REMIT NAME DOCUMENT PO VOUCHER WARRANT NET AMOUNT EXCEEDS PO BY PO BALANCE CHK/WIRE

APPROVED PAID INVOICES
7727 00001 NATIONAL CITY BA 553279 20210220 651450 WI110521 1,876.00 .00 160,070.23 1003230
20211101-PC
CASH 9999 2021/11 INV 11/02/2021 SEP-CHK: N DESC: .00 71020184 425320 1,840.70 1099:M
ACCT 010900 DEPT 018 DUE 11/02/2021 DESC: INSURANCE, ALL TYPES 71020184 425330 35.30 1099:M

1 APPROVED PAID INVOICES TOTAL 1,876.00

1 INVOICE(S) REPORT POST TOTAL 1,876.00

Wire-Medical Mutual
Flex Claims

210816

0061

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**RESOLUTION NO. 21-0817 - RE: APPROVAL OF JOURNAL
VOUCHERS/ENTRIES.**

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

WHEREAS, the Ohio Revised Code requires that warrants be approved by the Board of Commissioners prior to their issuance; and

WHEREAS, there are other similar financial transactions defined as journal vouchers/entries that are dissimilar in that they are used to pay for charges for services from one county department and/or fund to another department and/or fund and thus are processed in lieu of issuing a warrant; and

WHEREAS, the Journal Vouchers/Entries are recommended by the County Auditor's Office for review and approval by the Board of Commissioners; now therefore be it

RESOLVED, that the Board of Commissioners approves the following Journal Vouchers/Entries, as presented by the County Auditor's Office:

11/4/21	86	101.00
11/4/21	87	72,542.00
11/4/21	88	1,260.00
11/4/21	89	86,616.25
11/4/21	90	23,653.10
11/4/21	91	3,094.00
11/4/21	92	840.00
11/4/21	118	6,014.00
Total		\$194,120.35

; and be it further

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

Roll call vote as follows:

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

**PORTAGE COUNTY AUDITOR
JANET ESPOSITO**

JOURNAL VOUCHER ROUTING SLIP

DATE	SENT TO	RETURN TO	JV #	AMOUNT
11/04/21	COMMISSIONERS	AUDITOR	86	101.00
11/04/21	COMMISSIONERS	AUDITOR	87	72,542.00
11/04/21	COMMISSIONERS	AUDITOR	88	1,260.00
11/04/21	COMMISSIONERS	AUDITOR	89	86,616.25
11/04/21	COMMISSIONERS	AUDITOR	90	23,653.10
11/04/21	COMMISSIONERS	AUDITOR	91	3,094.00
11/04/21	COMMISSIONERS	AUDITOR	92	840.00
11/04/21	COMMISSIONERS	AUDITOR	118	6,014.00
			TOTAL	194,120.35
		SOLID WASTE	TOTAL	-

COUNTY AUDITOR

11/4/21
DATE

COMMISSIONERS RES # 210817

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RESOLUTION NO. 21-0818

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

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

- WHEREAS,** Ohio Revised Code Section 5705.41 (D)(1) authorizes the expenditure of moneys, provided a certificate of the County Auditor is supplied stating that there was at the time of the making of such contract or order and at the time of the execution of such certificate a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances (Then and Now Certification); and
- WHEREAS,** the Then and Now Certification is recommended by the State Auditor's Office, the Portage County Auditor's Office, and the Portage County Prosecutor's Office; and
- WHEREAS,** a listing of expenditures has been certified by the County Auditor according to Ohio Revised Code section 5705.41 (D)(1); now therefore be it
- RESOLVED,** that the expenditures listed are properly certified by the County Auditor in the amount of **\$195,359.84** dated **November 4, 2021** shall be paid; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

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

EXHIBIT A

Phone (330) 297-3561

THEN AND NOW CERTIFICATE

DATE: 11-4-21

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

J. Esposito
Portage County Auditor

11-3-21
Date

VENDOR	INV. DATE	P.O. DATE	DEPT	AMOUNT	*REASON
Summit Psych	8-30-21	10-14-21	Common Pl.	2,500.00	
Capco	9-27-21	"	Muni Ct	2,394.41	
Summit Psych - 2	7-1-20	"	"	20,748.00	
Paul Day	9-27-21	"	JENA	9,980.00	
LAVIAGA M	10-1-21	"	Domestic	3,000.00	
Proctor + Sons	10-25-21	10-28-21	Vets	1,000.00	
Smith T	8-6-21	10-28-21	Probate	120.96	
Spicer-Creslap	10-3-21	10-28-21	Vets	1,000.00	
Wood-Kortright	10-19-21	"	"	1,000.00	
Harris P	9-24-20	"	Probate	484.00	
Print Sign	10-20-21	10-28-21	"	610.00	
Summit Co	9-4-21	10-18-21	"	180.00	

COMMISSIONERS RESOLUTION # 210818

PAGE TOTAL 40,862.37

DATE: 11/4/21

*COMMISSIONERS

GRAND TOTAL 195,359.84

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

EXHIBIT A

Phone (330) 297-3561

THEN AND NOW CERTIFICATE

DATE: 11-4-21

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

J. Esposito
Portage County Auditor

11-3-21
Date

VENDOR	INV. DATE	P.O. DATE	DEPT	AMOUNT	*REASON
Hall Public Safety	10-14-21	10-27-21	Sheriff	2,734.00	
Midwest Radar	10-23-21	10-26-21	"	810.00	
Matkela	8-28-21	10-27-21	"	364.08	
Brake Fire	10-12-21	10-27-21	JFS	156.70	
Gabes Rvmt #1	8-12-21	10-15-21	"	150.00	
Dylan Brady	7-21-21	9-24-21	"	2,000.00	
Asian Sun Martial Arts	8-23-21	10-28-21	"	200.36	
Tropki, Danielle	8-13-21	9-25-21	"	265.44	
Hobart	10-15-21	10-26-21	Sheriff	1573.67	
Zoro Solutions	10-21-21	10-26-21	"	105.36	
PO CO RPC	8-23-21	9-15-21	Commis	580.00	
Trans of State On EPA	8-6-21	8-11-21	WR	2,000.00	

COMMISSIONERS RESOLUTION # 210818

PAGE TOTAL 15,772.65

DATE: 11/4/21

*COMMISSIONERS

GRAND TOTAL _____

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

EXHIBIT A

Phone (330) 297-3561

THEN AND NOW CERTIFICATEDATE: 11-4-21

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

Portage County Auditor

Date

VENDOR	INV. DATE	P.O. DATE	DEPT	AMOUNT	*REASON
Pamela Harris	9-27-18	10-22-21	Probate	432.00	
Hummer Constr.	7-27-21	10-28-21	BDC	123,942.00	
NDS	1-2-21	10-28-21	"	9193.40	
Giulitto Law	2-2-20	2-2-21	"	336.00	
Rebecca Braski	"	"	"	245.00	
Karlet Jarvis	"	"	"	348.00	
Scott Myers	"	"	"	534.00	
Paul Siegfert	"	"	"	162.00	
Rockin Robin	10-1-21	10-4-21	JPS	164.00	
Wine	9-1-21	10-5-21	"	1550.00	
Michaelson	9-24-21	10-28-21	Adult Prob.	574.42	
Rockin Robin	10-12-21	"	"	1044.00	

COMMISSIONERS RESOLUTION # 210818PAGE TOTAL 178,724.82DATE: 11/4/21

*COMMISSIONERS

GRAND TOTAL _____

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**RESOLUTION NO. 21-0819 - RE: AMENDMENT TO THE GENERAL FUND
2021 ANNUAL APPROPRIATION
RESOLUTION NO. 20-0802 ADOPTED
DECEMBER 17, 2020**

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

RESOLVED, that it has become necessary to amend the General Fund 2021 Annual Appropriation in the amounts and for the purposes set forth in the enumeration shown below as reviewed and recommended by the Director of Budget & Financial Management:

						<u>Increase</u>	<u>Decrease</u>
0915	Data Processing Board						
09155	Materials & Supplies						\$ 71,000
09156	Capital Outlay					\$ 71,000	
						\$ 71,000	\$ 71,000
<i>Memo: Purchase 5 servers</i>							
Total:						\$ 71,000	\$ 71,000

; and be it further

RESOLVED, that the notes of explanation in this resolution are for informational purposes only and are not intended to restrict the expenditure of those appropriated funds to any single purpose. Such funds are for the use of all expenditures that are lawful under the approved appropriation; and be it further

RESOLVED, that a certified copy of this resolution be filed with the County Auditor, and be it further

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

Roll call as Follows:

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

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RESOLUTION NO. 21-0820

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**RE: AMENDMENT TO THE NON-GENERAL
FUND 2021 ANNUAL APPROPRIATION
RESOLUTION NO. 20-0803 ADOPTED
DECEMBER 17, 2020**

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

RESOLVED, that it has become necessary to amend the Non-General Fund 2021 Annual Appropriation in the amounts and for the purposes set forth in the enumeration shown below as reviewed and recommended by the Director of Budget & Financial Management:

						<u>Increase</u>	<u>Decrease</u>
1004	DRETAC - Treasurer						
10043	Personal Services					\$ 4,900	
						\$ 4,900	\$ -
<i>Memo: Payroll for rest of year</i>							
1019	Tax Certificate Administration						
10194	Contract Services					\$ 5,000	
						\$ 5,000	\$ -
<i>Memo: To pay for lien release and ADD</i>							
1101	Enforcement and Education						
11015	Materials & Supplies					\$ 3,200	
						\$ 3,200	\$ -
<i>Memo: 6 Preliminary breath testers</i>							
1413	JFS WIA Allocation						
14134	Contract Services					\$ 50,394	
14139	Misc. Expenses					\$ 8,000	
						\$ 58,394	\$ -
<i>Memo: Projected need</i>							
1415	Child Welfard - Special Levy						
14154	Contract Services					\$ 1,259,087	
14159	Misc. Expenses					\$ 280,000	
						\$ 1,539,087	\$ -
<i>Memo: Projected need</i>							
7101	Health Benefits Program						
71019	Misc. Expenses					\$ 2,400,000	
						\$ 2,400,000	\$ -
<i>Memo: For rest of the year</i>							
8108	Sheriff Donations						
81084	Contract Services					\$ 5,000	
81085	Materials & Supplies					\$ 26,500	
81086	Capital Outlay					\$ 50,000	
						\$ 81,500	\$ -
<i>Memo: Initial approp: Equipment, supplies</i>							
TOTAL MEMO BALANCE ALL AMENDMENTS:						\$ 4,092,081	\$ -

; and be it further

RESOLVED, that the notes of explanation in this resolution are for informational purposes only and are not intended to restrict the expenditure of those appropriated funds to any single purpose. Such funds are for the use of all expenditures that are lawful under the approved appropriation; and be it further

RESOLVED, that a certified copy of this resolution be filed with the County Auditor, and be it further

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

Roll call as Follows:

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

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**RESOLUTION NO. 21-0821 - RE: RESCIND RESOLUTION NO. 21-0798:
TRANSFER FROM FUND 7201, WC RR P
GENERAL ADMINISTRATION TO FUND
7231, PROS2022**

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

WHEREAS, Resolution No. 21-0798, adopted October 21, 2021, provided a transfer from FUND 7201, WC RR P GENERAL ADMINISTRATION TO FUND 7231, PROS2022; and

WHEREAS, since there was no budget in place prior to transfer, Resolution No. 21-0798 will need to be rescinded; now therefore be it

RESOLVED, that Resolution No. 21-0798, adopted October 21, 2021, provided a transfer from FUND 7201, WC RR P GENERAL ADMINISTRATION TO FUND 7231, PROS2022; and is hereby rescinded; and be it further

RESOLVED, that a certified copy of this resolution be filed with the County Auditor; and be it further

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

Roll call vote as follows:

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

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**RESOLUTION NO. 21-0822 - RE: TRANSFER FROM FUND 7201, WC RR P
GENERAL ADMINISTRATION TO FUND
7231, PROS2022**

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

WHEREAS, an internal charge is made to County Departments for Workers Compensation expenses, and

WHEREAS, obligations may occur before crediting the 2022 monthly charges into the Prospective Workers Compensation Rating Plan, PROS2022, Fund 7231; now therefore be it

RESOLVED, that the following transfer be made in the amount of \$350,000.00 in order to finance initial Fund 7231 obligations for Fiscal Year 2021, as recommended by the Director of Budget and Financial Management:

FROM:

FUND 7201 WC RR P GENERAL ADMINISTRATION

ORGCODE – 72010019

Debit Expense Account

Object 910000 - Transfers-Out \$350,000.00

TO:

FUND 7231, PROS2022

ORGCODE - 72310012

Credit Revenue Account

Revenue Source 280000 - Transfers-In \$350,000.00

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

County Auditor & County Administrator; and be it further

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

Roll call vote as follows:

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

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RESOLUTION NO. 21-0823 - RE: RESCIND RESOLUTION NO. 21-0811: CASH ADVANCE REPAYMENT FROM FUND 1330, DOG & KENNEL TO FUND 0001, GENERAL FUND

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

WHEREAS, Resolution No. 21-0811, adopted October 28, 2021, provided a transfer from CASH ADVANCE REPAYMENT FROM FUND 1330, DOG & KENNEL TO FUND 0001, GENERAL FUND; and

WHEREAS, since there was no budget in place prior to transfer, Resolution No. 21-0811 will need to be rescinded; now therefore be it

RESOLVED, that Resolution No. 21-0811, adopted October 28, 2021, provided a transfer from CASH ADVANCE REPAYMENT FROM FUND 1330, DOG & KENNEL TO FUND 0001, GENERAL FUND; and is hereby rescinded; and be it further

RESOLVED, that a certified copy of this resolution be filed with the County Auditor; and be it further

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

Roll call vote as follows:

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

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**RESOLUTION NO. 21-0824 - RE: CASH ADVANCE REPAYMENT FROM FUND
1330, DOG & KENNEL TO FUND 0001,
GENERAL FUND**

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

WHEREAS, Via resolution 07-1243 a cash advance for \$274,401.34 was given to fund 1330 from Fund 0001, General Fund, and as of June 30, 2021, \$100,000 remains outstanding

WHEREAS, these advances are in repayment; now therefore be it

RESOLVED, that the following cash advance repayment be made in the amount of \$50,000 as recommended by the Director of Budget & Financial Management:

FROM:

FUND 1330, DOG AND KENNEL FUND

ORGCODE - 13300459

Debit Expense Account

Object 921000 – Advance Out Returns \$ 50,000

TO:

FUND 0001, GENERAL FUND

ORGCODE - 00100002

Credit Revenue Account

Object 291000 – Advance In Repayment \$ 50,000

; and be it further

RESOLVED, that the County Auditor is hereby requested to make said cash advance repayment by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, the Portage County Dog Warden, and the Department of Budget & Financial Management, and be it further

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

121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

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**RESOLUTION NO. 21-0825 - RE: RESCIND RESOLUTION NO. 21-0812:
TRANSFER FROM FUND 1271 CDBG RLF,
TO FUND 1251, CDBG COUNTY FORMULA**

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

WHEREAS, Resolution No. 21-0812, adopted October 28, 2021, provided a transfer from FUND 1271 CDBG RLF, TO FUND 1251, CDBG COUNTY FORMULA; and

WHEREAS, since there was no budget in place prior to transfer, Resolution No. 21-0812 will need to be rescinded; now therefore be it

RESOLVED, that Resolution No. 21-0811, adopted October 28, 2021, provided a transfer from FUND 1271 CDBG RLF, TO FUND 1251, CDBG COUNTY FORMULA; and is hereby rescinded; and be it further

RESOLVED, that a certified copy of this resolution be filed with the County Auditor; and be it further

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

Roll call vote as follows:

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

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**RESOLUTION NO. 21-0826 - RE: TRANSFER FROM FUND 1271 CDBG RLF,
TO FUND 1251, CDBG COUNTY FORMULA**

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

following resolution be adopted

WHEREAS, The Haven at Portage County water and sewer line project located at 2645 SR 59 in Ravenna Township requires an overage from the CDBG Revolving Loan fund, which was approved by the Portage County Commissioners at their meeting held September 23, 2021- JE#6; now therefore be it;

RESOLVED, that the following transfer of funds be made:

Debit: 12710019 910000	\$63,670.00
Credit: 12510812 280000	\$63,670.00

; 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; and be it further

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

Roll call vote as follows:

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

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**RESOLUTION NO. 21-0827 - RE: TRANSFER FROM FUND 0001, GENERAL
FUND TO FUND 1410, PUBLIC
ASSISTANCE FUND**

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

WHEREAS, the 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 \$31,425.42 for the month of November 2021 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 \$31,425.42

TO:FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 280000 – Transfer In

Project: NONE \$31,425.42

; and be it further

RESOLVED, that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the Portage County Auditor, the Portage County Job & Family Services and the Department of Budget and Financial Management; and be it further

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

Roll call vote as follows:

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

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RESOLUTION NO. 21-0828 - RE: SHELTER FOR VICTIMS OF DOMESTIC VIOLENCE – DISTRIBUTION OF MONIES ACCUMULATED IN MARRIAGE LICENSES/DIVORCE FEES SPECIAL FUNDING FOR THE YEAR 2022.

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

RESOLVED: that is has been determined by this Board of County Commissioners as follows:

As required by Chapter 3113.35 of the Ohio Revised code, SAFER FUTURES, a program of Family & Community Services, 705 Oakwood St., Ravenna, Ohio 44266 filed an application to receive monies collected as provided by Chapter 3113.35 (Marriage License fees and Divorce fees), for the calendar year 2022 for shelter for victims of domestic violence. SAFER FUTURES, as evidenced by documentation submitted with the application, meets the requirements of Ohio Revised Code Chapter 3113; and be it further

RESOLVED: that a written request was received from SAFER FUTURES for the release of available funds monthly from the total amount of monies as determined by the Portage County Probate Court & Clerk of Courts obtained monthly for the periods of January 1, 2022 through December 31, 2022; and be it further

RESOLVED: the total amount of monies accumulated in Marriage Licenses/Divorce Fees Special Fund 1301 during the year 2022 is paid to SAFER FUTURES, a program of Family & Community Services, 705 Oakwood Street Ravenna, Ohio 44266. Said payments to be made from Special Fund – Marriage Licenses & Divorce Fees, as determined by the Portage County Probate Court & Clerk of Courts; and be it further

RESOLVED: that a certified copy of this resolution be filed with Safer Futures, Probate Court and Clerk of Courts; and be it further

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

Roll call vote as follows:

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

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**RESOLUTION NO. 21-0829 - RE: ADOPTION OF FEE SCHEDULE FOR
ASSIGNED COUNSEL SERVICES FOR USE
BY ALL THE PORTAGE COUNTY.**

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

- WHEREAS,** Portage County recognizes its responsibility under the laws of the State of Ohio and the United States of America to provide legal counsel for indigent individuals charged with serious offenses in the Courts of Portage County; and
- WHEREAS,** the Board of Portage County Commissioners have chosen to utilize an assigned counsel system under the authority of the Ohio Revised Code Section 120.33; and
- WHEREAS,** the foregoing represents the schedule of fees set by the County Commissioners pursuant to Ohio Revised Code Section 120.33(C) and Section 2941.51. Now, therefore, be it
- RESOLVED,** that pursuant to Ohio Revised Code Section 120.33 and Section 2941.51 the following plan is adopted for use by all the Courts within Portage County; and be it further
- RESOLVED,** that the County is responsible for obtaining reimbursement from the State and must comply with these standards under Section 120.33 and 120.35 of the O.R.C. and have imposed a local time restriction. **ALL NECESSARY FORMS PERTAINING TO THE CASE MUST BE COMPLETED AND CORRECTLY FILED AT THE BOARD OF COMMISSIONERS' OFFICE WITHIN 60 DAYS FROM THE DATE OF TERMINATION OF THE CASE. JUVENILE CASES MUST BE FILED WITHIN 60 DAYS OF THE LAST HEARING. FAILURE TO FILE WITHIN THE 60 DAY DEADLINE WILL RESULT IN THE FOREITURE OF PAYMENT OF FEES;** and it be further
- RESOLVED,** that the Portage County Commissioners do hereby agree to amend Portage County Resolutions No. 96-42, 96-756, 97-91, and 99-377 as follows:
- RESOLVED,** that the following rates are to be used only for professional legal services and that travel time is not included in the hourly reimbursement. A mileage rate will be paid at a rate equal to that paid for county employee mileage (reflecting the current mileage policy that the Board of Commissioners has adopted); and be it further
- RESOLVED,** I. All counsel eligible for payment under this schedule shall be appointed by a judge of the Portage County Court of Common Pleas, the Municipal Courts of Portage County, or the Probate and Juvenile Court of Portage County, and said appointment shall be entered by signed journal entry on the Court docket.

II. TRIAL LEVEL PROCEEDINGS:

1. Effective November 4, 2021, Reimbursement for assigned counsel services shall be on the basis of **Seventy-five Dollars (\$75.00) per hour for time In-Court**, and **Seventy-five Dollars (\$75.00) per hour for time Out-Of-Court**, up to the following maximum amounts for the offense classifications and other proceedings:

Aggravated Murder (w/specs) as per O.R.C. 2929.04(A) and 2941.14(B)	\$50,000
Aggravated Murder (w/o specs) attorney	\$12,000/1
Aggravated Murder (w/o specs) attorneys	\$20,000/2
Murder	\$10,000
Aggravated Felonies (degrees 1-4)	\$6,500
Felonies (degrees 1-2)	\$5,000
Felonies (degrees 3-5)	\$3,000
Misdemeanors (degrees 1-4)	\$1,500
Parole, Probation, and all other proceedings not elsewhere classified	\$750
Contempt of Court	\$500

- III. Reimbursement for guilty or no contest pleas will be made based on the maximum rate of **\$75.00 per hour Out-of-Court** and **\$75.00 per hour for In-Court services up to the prescribed maximums for each classification.**

IV. JUVENILE PROCEEDINGS:

1. Reimbursement for representation of juvenile proceedings will be made based on the maximum rate of **\$75.00 per hour for Out-of-Court services and \$75.00 per hour for In-Court services.**
2. Reimbursement for social workers (non-attorneys) appointed as

guardian ad litem in juvenile proceedings **will** be made based on the maximum rate of **\$25.00 per hour for both In-Court and Out-of-Court services.**

3. In abuse, dependency, and neglect cases, both the attorney and the *guardian ad litem* are entitled to bill the maximum fee allowed by the county for the **initial dispositional hearing and each subsequent review hearing before the court.**
4. The prescribed maximum fees permitted in juvenile proceedings:

Juvenile Proceedings (including Guardian Ad Litem)	\$ 1,500
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V. APPELLATE LEVEL PROCEEDINGS:

1. Reimbursement for representation in appellate level proceedings not involving a death sentence shall be made based on the maximum rate of **\$75.00 for both Out-of-Court and In-Court services.**
2. Reimbursement for representation of appellate level proceedings involving a death sentence will be made based on the maximum rate of **\$75.00 per hour for both Out-of-Court and In-Court services.**
3. The prescribed maximum fees permitted in appellate level proceedings are listed below. The rates apply to each level of appeal.

Aggravated Murder (death penalty imposed)	\$12,000
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Aggravated Murder (sentence other than death)	\$6,500
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Murder	\$3,500
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Felonies	\$2,500
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Misdemeanors	\$1,500
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VI. POST-CONVICTION AND HABEAS CORPUS PROCEEDINGS:

1. Reimbursement for post-conviction and state habeas corpus

proceedings not involving a death sentence will be made based on the maximum rate of **\$75.00 per hour Out-of-Court and \$75.00 per hour In-Court to the following maximum amounts:**

2. The prescribed maximum fees permitted in post-conviction and habeas corpus proceedings not involving a death sentence are:

Post-Conviction Proceeding with Evidentiary Hearing	\$1,500
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Post-Conviction Proceeding without Evidentiary Hearing	\$500
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Habeas Corpus with Evidentiary Hearing	\$1,500
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Habeas Corpus without Evidentiary Hearing	\$500
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3. Reimbursement for post-conviction and state habeas corpus proceedings involving a death sentence shall be made based on the maximum rate of **\$75.00 per hour for services both In-Court and Out-of-Court services to a maximum of \$15,000 for each stage** of the post-conviction or habeas corpus proceeding.

VII. EXTRAORDINARY FEES:

Additional reimbursement shall be made for extraordinary cases at the rate of **\$75.00 per hour for Out-of-Court** and **\$75.00 per hour for In-Court services**, plus expenses whenever a trial continues beyond the following periods:

Aggravated Murder (w/specs)	25 days
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Aggravated Murder (w/o specs)	13 days
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Murder	8 days
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Aggravated Felonies	4 days
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Extraordinary fees must be clearly documented in the appropriate section on the Motion, Entry and Certification form. The Judge presiding over the case must indicate approval of the extraordinary fees; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal

actions of

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

Roll call as Follows:

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

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RESOLUTION NO. 21-0830 - RE: ENTER INTO A SEPTIC ASSISTANCE PROGRAM AGREEMENT BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS, THE PORTAGE COUNTY REGIONAL PLANNING COMMISSION AND WERAB ENTERPRISES LLC FOR A SEPTIC SYSTEM REPLACEMENT.

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

WHEREAS, an agreement was entered into between the Portage County Board of Commissioners and the Portage County Regional Planning Commission for the purpose of administration and coordination as it relates to the execution of the responsibilities of the Storm Water Septic Assistance Program, and

WHEREAS, the Portage County Regional Planning Commission and the Portage County Health Department have determined that the septic system owned by Bonnie Earley and Michael Wood II, 3071 Brady Lake Road, Ravenna, Ohio qualifies for replacement under this program, and

WHEREAS, Werab Enterprises LLC, a licensed and certified contractor in the State of Ohio to install and remove home septic tank systems and related activities, has submitted an estimate to replace said septic system at a cost of \$3,039.75, now therefore be it

RESOLVED, that the Board of Commissioners agrees to enter into an agreement with the Regional Planning Commission and Werab Enterprises LLC in the amount of \$3,039.75 to perform the agreed upon services; and be it further

RESOLVED, that payment for said services will be paid out of Fund 6800 Storm Water; and be it further

RESOLVED, that a certified copy of this resolution shall be forwarded to the Portage County Engineer, the Portage County Regional Planning Commission, and the Portage County Health Department; 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:

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

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**RESOLUTION NO 21-0831 - RE: AWARD AND ENTER INTO CONTRACT
WITH R2K CONTRACTING FOR THE CDBG
WINDHAM COMMUNITY CENTER - CENTER
HALL PROJECT, 9647 EAST CENTER
STREET, WINDHAM VILLAGE**

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

WHEREAS, official bid forms and specifications were requested from three (3) contractors and three (3) plan houses for the Windham Community Center – Center Hall Project, 9647 East Center Street, Windham, Ohio; and

WHEREAS, one (1) bid was received for the Windham Community Center – Center Hall Project, opened and tabulated by the Department of Internal Services on October 20, 2021; and

WHEREAS, upon review of the bids received, it is the recommendation of the Portage County Director of Internal Services and the Community Development Block Grant Specialist that the bid received from R2K Contracting be accepted; now therefore be it

RESOLVED, that the Portage County Board of Commissioners enter into a contract with R2K Contracting., P.O Box 478, Rootstown, Ohio 44272 in the amount of One Hundred Fifty-Eight thousand Four Hundred Ninety-Two Dollars and 00/100 (\$158,492.00); and be it further

RESOLVED, that 2020 CDBG Community Development Program grant funds will be utilized for this project; and be it further

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

Roll call vote as follows:

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

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**RESOLUTION NO. 21-0832 - RE: APPROVE SPECIFICATIONS AND SET BID
DATE FOR THE PURCHASE OF VARIOUS
CHEMICALS FOR THE PORTAGE COUNTY
WATER RESOURCES DEPARTMENT.**

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

RESOLVED, that the bid specifications for the purchase of various chemicals for the Portage County Water Resources Department be and hereby are approved; and be it further

RESOLVED, that sealed bids, therefore, will be accepted by the Portage County Director of Internal Services, 1st floor – room 114, Portage County Administration Building, 449 South Meridian St., Ravenna, Ohio until 2:00 p.m. on December 1, 2021; and be it further

RESOLVED, that the notice of receiving bids shall be published in the Record Courier on November 10, 2021, posted and the County's website and a copy thereof be posted on the 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:

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

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**RESOLUTION NO. 21-0833 - RE: AGREE TO ACCEPT THE PERFORMANCE
GUARANTEE AND AGREEMENT FOR
CONSTRUCTION OF SANITARY
SEWERAGE AND WATER IMPROVEMENTS
FOR THE BRIMFIELD COMMONS
SUBDIVISION IN BRIMFIELD TOWNSHIP.**

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

RESOLVED, that, upon the recommendation of the Portage County Water Resources Department and the Portage County Prosecutor's Office, the Board of Portage County Commissioners does hereby agree to accept the Performance Guarantee and Performance Bond Escrow Agreement for the construction of sanitary sewer and water improvements, for the Brimfield Commons Subdivision in Brimfield Township, and be it further

RESOLVED, that said agreement is between Brimfield Development Company, Ltd., (owner/developer) and Wesbanco Bank, in the full and just sum of Two Hundred Fifty-Two Thousand Eight Hundred Fifty-Eight and 10/100 dollars (\$252,858.10); and be it further

RESOLVED, the Board of Commissioners sign the Performance Bond Escrow Agreement, as approved by 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:

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

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**RESOLUTION NO. 21-0834 - RE: DECLARE THE NECESSITY TO PURCHASE
ONE (1) 2021 FORD ESCAPE FOR USE BY
THE PORTAGE COUNTY ENGINEER'S
DEPARTMENT.**

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

- WHEREAS,** pursuant to ORC 307.41 the Portage County Board of Commissioners declares it necessary to purchase one (1) **2021 Ford Escape** for use by the Portage County Engineer's Department; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby authorize Michael A. Marozzi, Portage County Engineer, to purchase (1) **2021 Ford Escape** (VIN #1FMCU9G66MUB15731) from Sarchione Ford, 1668 State Rt 44, PO Box 188, Randolph, Ohio 44265, at a cost of **\$30,235.00**; and be it further
- RESOLVED,** that the Portage County Engineer will generate a purchase order, in the amount of \$30,235.00, for Sarchione Ford; and be it further
- RESOLVED,** that the Clerk of this board be and is hereby directed to file a certified copy of this Resolution with 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 meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

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**RESOLUTION NO. 21-0835 - RE: ACCEPT THE OHIO DEVELOPMENT
SERVICES AGENCY, OFFICE OF
COMMUNITY DEVELOPMENT BLOCK
GRANT, CRITICAL INFRASTRUCTURE
PROGRAM FUNDS FOR THE VILLAGE OF
WINDHAM**

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

- WHEREAS,** the Board of Portage County Commissioners adopted Resolution 21-0423 on June 10, 2021 and approved the filing of an application for the 2021 CDBG Community Development Block Grant Critical Infrastructure Program funds for the City of Ravenna in the amount of \$452,050; and
- RESOLVED,** the Board of Portage County Commissioners accepts the 2021 CDBG Community Development Block Grant, Critical Infrastructure Program funds in the total amount of Four Hundred Fifty-Two Thousand One Hundred Dollars (\$452,100); and be it further
- RESOLVED,** that the grant period begins September 1, 2021 and ends October 31, 2023; and be it further
- RESOLVED,** Portage County agrees to comply with all State and Federal Regulations and Guidelines in the administration and implementation of these funds and designate the President of the Portage County Board of Commissioners, or his/her designee, as the Chief Elected Official to sign all necessary documents in connection with this grant; 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:

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

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RESOLUTION NO. 21-0836 - RE: ACCEPT THE OHIO DEVELOPMENT SERVICES AGENCY, OFFICE OF COMMUNITY DEVELOPMENT BLOCK GRANT, CRITICAL INFRASTRUCTURE PROGRAM FUNDS FOR THE CITY OF RAVENNA

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

- WHEREAS,** the Board of Portage County Commissioners adopted Resolution 21-0424 on June 10, 2021 and approved the filing of an application for the 2021 CDBG Community Development Block Grant Critical Infrastructure Program funds for the City of Ravenna in the amount of

\$253,600; and

- RESOLVED,** the Board of Portage County Commissioners accepts the 2021 CDBG Community Development Block Grant, Critical Infrastructure Program funds in the total amount of Two Hundred Fifty-Three Thousand Six Hundred Dollars (\$253,600); and be it further
- RESOLVED,** that the grant period begins September 1, 2021 and ends October 31, 2023; and be it further
- RESOLVED,** Portage County agrees to comply with all State and Federal Regulations and Guidelines in the administration and implementation of these funds and designate the President of the Portage County Board of Commissioners, or his/her designee, as the Chief Elected Official to sign all necessary documents in connection with this grant; 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:

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

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Journal Entries

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

- Hire Janie Rodkey as a Social Service Worker 3 replacing the position previously held by Jessica Plymale for Portage County Job & Family Services. Tentative start date is 11/15/2021. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment testing.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Motion Carries

• Hire Kellan Towns as a Social Service Worker 3 replacing the position previously held by Karen Valentin for Portage County Job & Family Services. Tentative start date is 11/15/2021. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment testing.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Motion Carries

• Accept the retirement of Patricia Hubbard, Income Maintenance Aide 2, for Portage County Job & Family Services effective January 3, 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Motion Carries

• Authorize the three-day internal posting of the full time Income Maintenance Aide 2 replacing Patricia Hubbard for Portage County Job & Family Services with external posting if no internal appointment is made.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Motion Carries

2. The Board of Commissioners acknowledged receipt of the October 26, 2021 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimated Resources for the fiscal year beginning January 1, 2021 as determined by the Budget Commission of Portage County and presented by the County Auditor.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Motion Carries

3. The Board of Commissioners acknowledged receipt of the October 29, 2021 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimated Resources for the fiscal year beginning January 1, 2021 as determined by the Budget Commission of Portage County and presented by the County Auditor.

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

4. In accordance with Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Record of Proceedings and Transactions for August 2021, as presented by the Portage County Sheriff's Department.

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

5. In accordance with Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Record of Proceedings and Transactions for September 2021, as presented by the Portage County Sheriff's Department.

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

6. The Board of Commissioners approved the October 2021 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 Budget and Financial Management.

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

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Motion: by Commissioner Christian-Bennett, seconded by Commissioner Badalamenti that the Board adjourn the Meeting of November 4, 2021 at 11:01 AM.

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

Motion Carries

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of November 4, 2021.



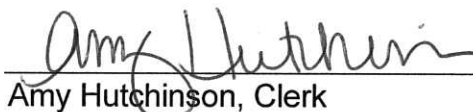
Sabrina Christian-Bennett, President



Anthony J. Badalamenti, Vice President

----- ABSENT -----

Vicki A. Kline, Board Member



Amy Hutchinson, Clerk