



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, November 16th, 2023

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 EMA Director, Ryan Shackelford.

1. The Board of Commissioners approves the November 9th, 2023 regular meeting minutes.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, ABSTAINED;
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. Authorize the three-day internal posting of the full time CSEA Lead Attorney 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

2. Authorize the seven-day internal posting of the full time Project Engineer for Portage County Water Resources 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

Commissioner Tinlin seconded and then asked if this was a new position or a replacement. Director Soltis answered that it was a replacement.

3. Authorize the seven-day internal posting of the full time Wastewater Treatment Plant Operator for Portage County Water Resources with external posting if no internal appointment is made.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

4. Accept the resignation of Don Macko, Water Treatment Superintendent with Water Resource Department effective date December 31, 2023.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

5. Authorize the seven-day internal posting of the full time Water Treatment Superintendent for Portage County Water Resources 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

EXECUTIVE SESSION:

9:03 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the Board of Commissioners move into executive session to consider the investigation of charges against a public employee. Also present: Director Tami Soltis, and County Administrator Michelle Crombie. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

9:11 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the Board of Commissioners move out of

executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

After exiting executive session, the Board took no action.

NEIGHBORHOOD DEVELOPMENT SERVICES

Present: Jennifer Davis

Discussion:

1. Steering Committee CDBG RLF Recommendations.

Ms. Jennifer Davis states that NDS has reached out again for applications for the Revolving Loan Fund, and 3 were received. The Steering Committee recommends moving forward with all 3.

- The first was for \$45,650 from Coleman Professional Services to update the parking lot at the Edinburg Facility. They are planning on removing a portion of the driveway as well. The Committee is recommending moving forward with the terms being 0% due on sale mortgage.
- Portage Metropolitan Housing Authority requested \$71,377 for a summer camp. The money would help pay for events, transportation, and if necessary pay for staff. The State was contacted to confirm that the camp would be eligible for the funding, and it is. It would benefit families. NDS is recommending that this project is moved forward as a grant because it is the start up of a new program. In the application, it is stated that they would need additional funding to try and continue the program later. The funding provided now would be seed money. Hopefully they can get the additional money to keep the program going.

Commissioner Tinlin stated that is always a concern: to get something awesome going and being unable to sustain it.

- It is recommended that \$31,240 go to the Freedom Township Schoolhouse ADA. CDBG Funds were given to them in 2020 but due to rising costs, they need additional funding to finalize the original scope of work. Once the facility is complete it will be the only one in Freedom Township that will be ADA compliant for township events, including voting.

Commissioner Badalamenti asked how much was originally given to them before? And if the scope of what they were doing increased? Ms. Davis states that \$24,800 was given to them in 2020 and \$53,900 in 2022. Also, that the scope did not increase, rather the costs have significantly gone up.

Commissioner Christian-Bennett asked if the Township was contributing any money? It is stated that they haven't, and they do not have any to contribute. This project would also be recommended to move forward as a grant.

Commissioner Tinlin stated that he went to the Coleman project and what the plan consists of removing the drive. He would have a problem with it if the facility was under-utilized, but that does not seem to be the case here.

The Board is okay with the Steering Committee's recommendations, and they thank Ms. Davis for coming in.

DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: Director Jackie Petty

Discussion:

1. Resolutions for Portage County Airport.

Director Petty just wanted to clarify a few things with the Airport Resolutions that were being presented. It was originally thought that the Airport property could be purchased from the Capital Fund and make additional transactions from the Operating Fund. Additional information has been received from the Auditor's Office that all the purchases have to be made from the Operating Fund so additional transfers need to be made from the Capital Fund to the Operating Fund.

Commissioner Christian-Bennett asks why it cannot be performed from the Capital Fund like originally thought. And Commissioner Badalamenti clarifies that the Capital Fund was where the funds were originally put aside in 2019. Commissioner Tinlin asked if the reason was that the project is not new, and that is why Capital cannot be used. Director Petty states that the purchase cannot be made from that fund since it is a purchase for the enterprise fund, and it is not a capital improvement. She states that the transfer will take place next week.

Commissioner Badalamenti asks about the timeline with the payment: He wants to know if since the County shuts down the second week of December due to the new year roll-over, will the check that is being delivered on January 2nd or 3rd have to be written prior to December 14th or 15th? Director Petty thinks that would be best. The transfer needs to happen quickly in the following week. She is working with Director Hartigan to certify the money and get the check written.

Director Petty mentions Resolution #4, and how it is a little confusing and wants to clarify. The original \$500,000 transfer was held for a project code. An amendment was made with the added project code and as it turns out, Director Petty had received conflicting information that the project code was not needed. She is rescinding the amendment that was brought forward last week. She clarifies for Commissioner Christian-Bennett that the original resolution will still stand since it was just amended for the project code.

Journal Entries:

1. The Board of Commissioners hereby approves a loan of \$45,600.00 in CDBG Revolving Loan Funds for the Coleman Professional Services, Edinburg House Parking Lot. This will be a zero (0%) due on sale loan and is contingent upon the Coleman/Community Based Foundation \$5,000 matching dollars.

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 hereby approves a grant of \$71,377.00 in CDBG Revolving Loan Funds for the Portage Metropolitan Housing Authority Summer Camp.

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 hereby approves a grant of \$31,240.00 in CDBG Revolving Loan Funds for the Freedom Township School ADA Project.

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:

4. Direct the Auditor's Office to pay/process the November 9, 2023 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	\$1,410,608.77	(Includes late fees of: \$12.37)
ACH/Neil Group of	\$162.87	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$360,675.96	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$1,648.10	
Journal Vouchers totaling:	\$178,761.18	
Then and Now list totaling:	\$122,263.24	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

5. Process the November 9, 2023 budget amendments as reviewed and recommended by the Department of Budget and Financial Management.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

Resolutions:

1. Transfer from Fund 0001, General Fund to Fund 1414, Child Support General Administration./Resolution No. 23-0666
2. Cash Advance Repayment from Fund 1170, Emergency Response LEPC/CERP to Fund 0001, General Fund./Resolution No. 23-0667
3. Transfer from Fund 1001, Certificate of Title Administration Fund to Fund 0001, General Fund./Resolution No. 23-0668
4. Rescind Resolution 23-0657 to Amend Resolution 23-0557 Transfer from Fund 4018, PC Airport to Fund 0001, General Fund./Resolution No. 23-0669
5. Amending Resolution No. 23-0262 Concerning the Acquisition of Seven Motor Vehicles, Five of Which are Unable to be Provided as Ordered./Resolution No. 23-0670

Commissioner Badalamenti states that he has an unrelated question and wants to know if we are a drug free county as a workplace. Administrator Crombie states that under the Board of Commissioners, there is a personal policy that is a drug-free workplace.

INTERNAL SERVICES

Present: Director Shannon Kautzman

Discussion:

1. *Construction of MARCS Facilities*

Director Kautzman states that there were 4 bids received when they bid the MARCS facilities out. However, in the budget there was around \$950,000 and the bids came in over. The total is \$1,084,777 for the current low bid. The next one was well over \$345,000 from Speelman Electric, and they are highly reproable. She states that more funding is needed. \$171,000 more.

Commissioner Christian-Bennett asks if ARPA monies can be used or if it can be moved from the General Fund. Director Petty states that the money will come out of the General Fund since they are at the end of the year, and this is a necessary cost. Commissioners Badalamenti and Tinlin confirmed the needed amount of \$171,000 and the total being 2.1 million plus \$171,000.

Director Shackelford from EMA stated that the tower bids came in around the predicted amount from the original 2021 estimate. The shelters are what have increased in cost. Shelters were historically \$135,000 and now they are up to \$205,000. The shelters are where the surprise came from, and this money will go to the General Contractor to erect them.

Commissioner Badalamenti asked if there is any way the project will exceed this cost? Director Shackelford stated that \$171,000 is the exact dollar amount. There is a fear that there could be a change order because there is no contingency. These will not start to be erected until 2024 so if there is a change order, it will come from that year's budget. He states that GDP has done an outstanding job and hopefully change orders are at a minimum, even though they do happen.

Commissioner Badalamenti states that the Garrettsville Superintendent is very excited. Director Shackelford states that the state is excited as well and has contributed 4.9 million to the project, and installation has already begun on some of the motor equipment of the existing towers. There are a lot of partners that need to come together now to break ground.

2. *Project Updates*

At the Administration Building, the elevators are scheduled to be started February 2024 depending on the courthouse completion. This was confirmed in a recent meeting with Otis. The hallway floors will also be completed during the week of Thanksgiving. Security and maintenance will be present while the building is closed and after hours when the work is being completed.

Commissioner Tinlin asked about a fire that had started under the bench in front of the building the night before. He wanted to know if they knew who did it. Director Kautzman states that she just found out about it that morning and that security is looking at the

video. The individual had started a little fire in front of the bench, and it happened the night before. Commissioner Tinlin would like to be updated.

On 11/20, the same contractor that will be working at the Administration Building will be performing the work on the floors at the Dog Warden's Office. They will not be able to work in the office at that time, but the adoption portion will still be available for people to view the pets. Commissioner Tinlin states that the walls at the facility look great since there was a recent paint job completed.

There is a change order that is being implemented at the Juvenile Court. The next meeting date is 12/1/23.

Regarding the Ravenna Courthouse: the main elevator is still on schedule, and the elevator inspector came through and is requiring the electrical box in the mechanical room to be removed. Otis gave a quote of \$4,750 and another quote is being received. They cannot be on the same wall, and the electrical box must be a certain distance from the elevator cages is what Director Kautzman was told.

Also at the courthouse, the carpet has been completed, but now Judge Doherty has sent notice that she would like the Magistrate's Courtroom completed as well as the Mediation Offices. This was not a part of the original request that was made to Claire. Only Judge Doherty's Courtroom and Offices were requested. Director Kautzman does not have it in the budget to complete this year, but she did not know if the Board would like her to move forward because then the Judge's whole area would be complete. Director Kautzman does not have a cost yet. The Commissioners asked for Director Kautzman to get a cost and update them.

Resolutions:

1. The Board of Commissioners authorizes to begin negotiation of a professional services agreement for Multi-Year Asset Maintenance Program for Wastewater Treatment Tanks with United Service Group (USG) Water Solutions, LLC for water treatment tanks located in Portage County for the Portage County Water Resources Department./Resolution No. 23-0671
2. The Board of Commissioners accepts contract change order No. 1 and final to the construction agreement with Cardinal Asphalt for the project known as the 2023 441 Resurfacing Project, for the resurfacing of various Portage County roads./Resolution No. 23-0672
3. The Board of Commissioners approves the transfer of real property titled to Portage County that is situated in the City of Streetsboro and that is no longer needed for county public use to the City of Streetsboro pursuant to ORC 307.10 and approving the execution of the real property conveyance agreement./Resolution No. 23-0673

4. The Board of Commissioners approves and authorizes the execution of the general warranty deed accepting the conveyance of all real property of the Portage County Regional Airport Authority./Resolution No. 23-0674
5. The Board of Commissioners approves the specifications and set date for the Ravenna/Streetsboro Demolition Project./Resolution No. 23-0675
6. The Board of Commissioners agrees to enter into an amendment No. 3 with Job & Family Services and Northeast Ohio Adoption Services for Foster and Adoption Initial Home Assessment Services for Children Services./Resolution No. 23-0676
7. The Board of Commissioners accepts and award the bid for the Portage County Construction of MARCS Radio Facilities for the Board of Commissioners on behalf of the Portage County Emergency Management Agency./Resolution No. 23-0677
8. The Board of Commissioners accepts and awards the bid for Emergency and Specialized Services for the Water Resources Department./Resolution No. 23-0678
9. The Board of Commissioners accepts and awards the bids for the purchase of various chemicals for the Water Resources Department./Resolution No. 23-0679
10. The Board of Commissioners authorizes the 2024 agreement with Portage County Solid Waste Management District and Greenboard IT LLC for the collection of discarded electronic devices./Resolution No. 23-0680

MISCELLANEOUS

Journal Entries:

1. The Board of Commissioners acknowledged the receipt of the November 13, 2023 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, 2023.
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 Kennel Disposition Report and Intake Report for November 6, 2023 through November 12, 2023 as presented by Chief Dog Warden David McIntyre.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;
Motion Carries

Resolution:

1. The Board of Commissioners Approve the County Holiday Observation Schedule for the Year 2024./Resolution No. 23-0683

RECESS 9:37 AM**RECONVENE 9:41 AM****JOB AND FAMILY SERVICES**

Present: Sue Brannon, Budget & Finance Administrator & Vanessa Beard

Ms. Vanessa Beard stated that there is a transfer being brought forward from Child Support to Public Assistance for September with the remaining balance being \$1,871. 62. And the second resolution is the approval of a MOU from WIA to Public Assistance in the amount of \$13,635.43.

Resolutions:

1. Transfer from Fund 1414, Child Support Administration, to 1410 Public Assistance Fund./Resolution No. 23-0681
2. Transfer from Fund 1413, WIA Fund to Fund 1410 Public Assistance Fund./Resolution No. 23-0682

Commissioner Christian-Bennett confirmed that the BOC was still planning on meeting on Tuesday, the 21st. She also states that she will contact Chris Meduri regarding the transfer of property to Streetsboro. The deed needs to be signed next Tuesday. Streetsboro has been waiting for the deed for over two months. The property needs to be re-platted with the existing property. In the future it will be the sight of the new splash pad.

RECESS 9:43 AM**RECONVENE 11:00 AM****PUBLIC COMMENT**

No Public Comment was given.

Before adjournment, the Board wished Administrator Crombie a Happy Birthday!

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RESOLUTION NO. 23-0666

**RE: TRANSFER FROM FUND 0001, GENERAL
FUND TO FUND 1414, CHILD SUPPORT
GENERAL ADMINISTRATION**

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

WHEREAS, the Portage County Board of Commissioners has agreed to provide the

local match for Child Support IV-D contract payments; and

WHEREAS,

it is necessary to do a transfer from the General Fund; now therefore be it

RESOLVED,

that the following transfer of funds be made in the amount of \$1,631.57 for October 2023 IV-D contract payments local match for Clerk of Court July and August 2023 payment 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

\$1,631.57

TO:

FUND 1414, CHILD SUPPORT GENERAL ADMINISTRATION

ORGCODE - 14140512

Credit Revenue Account

Object: 280000 – Transfer In

Project NONE

\$1,631.57

; 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:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea;

Mike Tinlin, Yea;

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RESOLUTION NO. 23-0667

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**RE: CASH ADVANCE REPAYMENT FROM FUND
1170, EMERGENCY RESPONSE
LEPC/CERP TO FUND 0001, GENERAL
FUND**

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following

resolution be adopted:

WHEREAS, via resolution 23-0226 a cash advance for \$42,500.00 was given to fund 1170, Emergency Response LEPC/CERP from Fund 0001, General Fund for interim support until grant funds were received, and

WHEREAS, as of November 13, 2023, \$42,500.00 remains outstanding, and

WHEREAS, the grant funds have been received in Fund 1170; now therefore be it

RESOLVED, that the following cash advance repayment be made in the amount of \$42,500.00 as recommended by the Director of Budget & Financial Management:

FROM:

FUND 1170, EMERGENCY RESPONSE LEPC/CERP

ORGCODE - 11709312

Debit Revenue Account

Object 290000 – Advances In

\$ 42,500.00

TO:

FUND 0001, GENERAL FUND

ORGCODE - 00100009

Credit Expense Account

Object 920000 – Advances Out

\$ 42,500.00

; 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, and be it further

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

Roll call vote as follows:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea;

Mike Tinlin, Yea;

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RESOLUTION NO. 23-0668

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**RE: TRANSFER FROM FUND 1001,
CERTIFICATE OF TITLE ADMINISTRATION
FUND TO FUND 0001, GENERAL FUND**

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

- WHEREAS,** O.R.C. 325.33 provides for the creation of a Certificate of Title Administration Fund wherein shall be deposited all fees retained by the Clerk of Courts under O.R.C. Chapters 1548 and 4505, and
- WHEREAS,** O.R.C. 325.33 further provides that all costs incurred by the Clerk of Courts in processing titles under 1548 and 4505 shall be paid out of said fund, and that excess funds may be paid into the County General Fund, the amount of excess to be agreed upon by the Clerk and the members of the Board of County Commissioners, and
- WHEREAS,** it is agreed that the excess money in the Certificate of Title Administration Fund for the year 2022 is three hundred fifty three thousand fifty one dollars (\$353,051.00) and that such excess shall be paid into the County General Fund 0001 from Fund 1001 for JWorks Case Management Upgrade, Annual Software Support Agreement, and Microfilm Cost; now therefore be it
- RESOLVED,** that the following transfer of funds be made in the amount of \$353,051.00
- FROM:**
FUND 1001, CERTIFICATE OF TITLE ADMINISTRATION
ORGCODE- 10015019
Debit Expense Account
Object: 910000 – Transfers Out \$353,051.00
- TO:**
FUND 0001, GENERAL FUND
ORGCODE – 00100002
Credit Revenue Account
Object: 280000 – Transfer In \$353,051.00
- ; 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 County Auditor 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:

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

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**RESOLUTION NO. 23-0669 - RE: RESCIND RESOLUTION 23-0657 TO
AMEND RESOLUTION 23-0557 TRANSFER
FROM FUND 4018, PC AIRPORT TO FUND
0001, GENERAL FUND**

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

WHEREAS, the Board of Commissioners approved Resolution 23-0557 to transfer funds from Fund 4018, PC Airport to Fund 0001, General Fund; and

WHEREAS, an amendment to the resolution was requested to add a project code to the transfer out account; and

WHEREAS, the requested project code is no longer needed; now therefore be it

RESOLVED, that the transfer of funds be made from Fund 4018, PC Airport to Fund 0001, General Fund, as specified in Resolution 23-0557; 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, Portage County Internal Services, and 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:

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

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**RESOLUTION NO. 23-0670 - RE: AMENDING RESOLUTION NO. 23-0262
CONCERNING THE ACQUISITION OF
SEVEN MOTOR VEHICLES, FIVE OF WHICH**

**ARE UNABLE TO BE PROVIDED AS
ORDERED**

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

- WHEREAS,** On April 13, 2023, the Portage County Board of Commissioners adopted Resolution 23-0262 authorizing the purchase of 7 motor vehicles anticipated to be acquired from the following respective dealers: one 2024 E450 camera van from Best Equipment; two 2024 Chevy 2500 HD trucks from Valley Chevrolet; three SUV's from the Montrose Auto Group; and one SUV from Valley Ford of Huron, Inc.
- WHEREAS,** due to market conditions only one SUV was provided by the Montrose Auto Group, Valley Ford of Huron, Inc is unable to provide one SUV, and Valley Chevrolet is unable to provide two trucks as requested, thus it is necessary to Amend Resolution 23-0262 in order to rescind the portions of Resolution 23-0262 concerning acquiring two SUV's from the Montrose Auto Group, one SUV from Valley Ford of Huron, Inc., and two trucks from Valley Chevrolet; now therefore be it
- RESOLVED,** in accordance with Resolution 23-0262, one 2024 E450 camera van for the amount of \$384,906.49 (Sourcewell #120721-EVS) will be purchased from Best Equipment, deducting \$80,000.00 for the trade-in of one county vehicle no longer needed for public use, thus a sum total of \$304,906.49 to be paid to Best Equipment for the van; and be it further
- RESOLVED,** in accordance with Resolution 23-0262, two 2024 Chevy 2500 HD trucks in the amount of \$136,496.00 will not be purchased from Valley Chevrolet (state contract RSI010203), and the Board hereby cancels and rescinds its order due to the dealer's inability to provide the trucks.; and be it further
- RESOLVED,** in accordance with Resolution 23-0262 one SUV has been received from Montrose Auto Group in the amount of \$50,283.00 and the Board hereby cancels and rescinds the balance of the original \$110,128.50 order for two additional SUV's from the Montrose Auto Group (state contract RSI010871) due to the dealer's inability to provide the other two SUV's; and be it further
- RESOLVED,** in accordance with Resolution 23-0262, one 2023 Ford Explorer in the amount of \$45,350.00 will not be purchased from Valley Ford of Huron, Inc. (state contract RSI011029), and the Board hereby cancels and rescinds it order due to the dealer's inability to provide the SUV; and be it further

RESOLVED, that the Board of Commissioners of the Department of Water Resources further declares that the portions of Resolution 2023-0262 concerning acquiring one 2024 E450 camera van from Best Equipment (Sourcewell #120721-EVS), and acquiring one SUV from Montrose Group (state contract RSI010871) will remain in effect; and be it further

RESOLVED, that the Board of Portage County 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. 23-0671 - RE: AUTHORIZING TO BEGIN NEGOTIATION OF
A PROFESSIONAL SERVICE AGREEMENT
FOR MULTI-YEAR ASSET MAINTENANCE
PROGRAM FOR WASTEWATER
TREATMENT TANKS WITH UNITED
SERVICE GROUP (USG) WATER
SOLUTIONS, LLC FOR WASTEWATER
TREATMENT TANKS LOCATED IN
PORTAGE COUNTY FOR THE PORTAGE
COUNTY WATER RESOURCES
DEPARTMENT.**

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

WHEREAS, this Board by Resolution No. 74-78, adopted April 11, 1974, established Portage County Regional Sewer District, hereinafter called the "SEWER DISTRICT"; and

WHEREAS, Resolution No. 74-204, adopted September 5, 1974, established the general plan of water in the Sewer District; and

WHEREAS, in October 2023, Portage County Water Resources (PCWR) advertised in the Ravenna Record Courier, requesting statements of qualifications for Professional Services for a multi-year asset maintenance program for wastewater treatment tanks in Portage County; and

WHEREAS, one (1) valid submittal was received on November 1, 2023; and

WHEREAS, from the review of the qualifications submitted, PCWR recommends USG Water Solution LLC as a qualified firm to perform this work; and

WHEREAS, PCWR requests permission to begin negotiation of a multi-year service agreement for the maintenance of the wastewater treatment tanks;

WHEREAS, PCWR has budgeted for this work in the Five-Year Capital Improvement Plan; and

WHEREAS, the inspection and maintenance of the wastewater treatment tanks is important to extend the useful life the facilities; now therefore be it

RESOLVED, that the Board of Commissioners authorizes the PCWR Director to negotiate a multi-year service agreement with USG Water Solutions LLC; and be it further

RESOLVED, that the Clerk of this Board is hereby directed to certify a copy of this Resolution to the Department of Internal Services, the County Auditor, and the Portage County Water Resources Department; and be it further

RESOLVED, it is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea;	Sabrina Christian-Bennett, Yea;	Mike Tinlin, Yea;
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RESOLUTION NO. 23-0672 - RE: ACCEPT CONTRACT CHANGE ORDER NO. 1 AND FINAL TO THE CONSTRUCTION AGREEMENT BETWEEN THE BOARD OF PORTAGE COUNTY COMMISSIONERS AND CARDINAL ASPHALT FOR THE PROJECT KNOWN AS THE 2023 441 RESURFACING PROJECT, FOR THE RESURFACING OF VARIOUS PORTAGE COUNTY ROADS.

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

- WHEREAS,** Resolution 23-0466 accepted and awarded the bid of Cardinal Asphalt for furnishing all labor, materials, and equipment necessary to complete the project known as the **2023 441 Resurfacing Project**, of various Portage County roads, and
- WHEREAS,** a contract was entered into with Cardinal Asphalt in the total amount of \$840,113.10, and
- WHEREAS,** modifications to the project specifications resulted in a cost decrease, now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners do hereby accept Contract Change Order No. 1 and Final to the construction contract with Cardinal Asphalt covering the **2023 441 Resurfacing Project**, of various Portage County roads, and be it further
- RESOLVED,** that this Contract Change Order decreases the contract between Cardinal Asphalt and Portage County by \$4,850.91 to **\$835,262.19**, and be it further
- RESOLVED,** that the Board of Portage County Commissioners authorizes the execution of said Contract Change Order between Cardinal Asphalt, and Portage County; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in 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. 23-0673

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**RE: A RESOLUTION APPROVING THE
TRANSFER OF REAL PROPERTY TITLED
TO PORTAGE COUNTY THAT IS SITUATED
IN THE CITY OF STREETSBORO AND THAT
IS NO LONGER NEEDED FOR COUNTY
PUBLIC USE TO THE CITY OF
STREETSBORO PURSUANT TO ORC 307.10
AND APPROVING THE EXECUTION OF THE**

REAL PROPERTY CONVEYANCE AGREEMENT

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

WHEREAS, the Portage County Board of Commissioners ("Board") is the owner of real property situated in the City of Streetsboro, Portage County, Ohio, as follows:

Described in the Portage County Records, Vol. 949, Pgs. 422-423

Parcel #1 PPN: 35-037-10-00-203-000; 35-037-10-00-163-000;

**Parcel #2 PPN: 35-037-10-00-184-000; 35-037-10-00-183-000;
35-037-10-00-182-000; 35-037-10-00-181-000;
35-037-10-00-180-000; 35-037-10-00-179-000;
35-037-10-00-168-000; 35-037-10-00-167-000;
35-037-10-00-166-000; 35-037-10-00-162-000;**

Described in the Portage County Records, Vol. 739, Pg. 482
PPN: 35-045-00-00-062-000

All of the above listed parcels hereinafter referred to as the "Real Property"

WHEREAS, pursuant to Section 307.10(B) of the Ohio Revised Code, a board of county commissioners may, by resolution, transfer real property in fee simple belonging to the county and not needed for public use to a municipality or other political subdivision, for its public purposes, upon the terms and in the manner the board of county commissioners determines to be in the best interests of the county, without advertising for bids; and

WHEREAS, the Portage County Board of Commissioners has previously adopted Board Resolution No. 23-0489 determining that the Real Property is not needed for public use; and

WHEREAS, the City of Streetsboro has adopted Streetsboro Ordinance No. 2023-118 "Authorizing the Mayor to acquire certain county-owned real property on behalf of the City, to wit: the site of the former Gillie Wastewater Treatment Plant and certain unbuildable lots in the Gillie Park Estates and Wilcox Park Estates Subdivisions and declaring an emergency to expedite the transfer."; and

WHEREAS, the Mayor of the City of Streetsboro, Ohio has signed the Real Property Conveyance Agreement on behalf of the City of Streetsboro; now therefore be it

RESOLVED, the Portage County Board of Commissioners, in accordance with Board Resolution No. 23-0489 and Section 307.10 of the Ohio Revised Code, hereby approves and authorizes the transfer and conveyance of the Real Property described in this Resolution and Board Resolution No. 23-0489 to the City of Streetsboro, and further approves and authorizes the execution of the Real Property Conveyance Agreement between the City of Streetsboro, Ohio and the Portage County Board of Commissioners and be it further

RESOLVED, that the Board 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 the Board and that all deliberation of this Board that resulted in formal action were in open 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. 23-0674 - RE: APPROVING AND AUTHORIZING THE
EXECUTION OF THE GENERAL
WARRANTY DEED ACCEPTING THE
CONVEYANCE OF ALL REAL PROPERTY
OF THE PORTAGE COUNTY REGIONAL
AIRPORT AUTHORITY**

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

WHEREAS, the Board of Trustees of the Portage County Regional Airport Authority adopted **Portage County Regional Airport Authority Resolution 2023-04 TO AUTHORIZE AND SIGN THE GENERAL WARRANTY DEED CONVEYING PCRAA ASSETS TO THE PORTAGE COUNTY BOARD OF COMMISSIONERS;** and

WHEREAS, the Portage County Board of Commissioners hereby accepts the conveyance of all PCRAA real property, now therefore be it

RESOLVED, the Portage County Board of Commissioners, as Grantee, hereby approves and authorizes the execution of the General Warranty Deed conveying all PCRAA real property from the Portage County Regional Airport Authority to the Portage County Board of Commissioners; and be it further

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

Roll call vote as follows:

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

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**RESOLUTION NO. 23-0675 - RE: APPROVE SPECIFICATIONS AND SET
DATE FOR THE RAVENNA/STREETSBORO
DEMOLITION PROJECT**

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

RESOLVED, that the bid specifications, as submitted for receiving bids for the labor and materials for the demolition of a residential structure at 463/465 South Chestnut Street in the City of Ravenna and the demolition of a commercial building located at 9156 State Route 14 in the City of Streetsboro be approved; and be it further

RESOLVED, that sealed bids, therefore, will be accepted by the Director of the Portage County Office of Internal Services in the lobby of the Office of Internal Services located at the back of the Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until 2:30 p.m., December 6, 2023 and will be publicly opened and read aloud; and be it further

RESOLVED, that the notice of receiving bids shall be published in the Record Courier on November 19, 2023 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:

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

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RESOLUTION NO. 23-0676

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**RE: ENTER INTO AN AMENDMENT NO. 3
BETWEEN THE BOARD OF
COMMISSIONERS ON BEHALF OF
PORTAGE COUNTY JOB & FAMILY
SERVICES AND NORTHEAST OHIO
ADOPTION SERVICES FOR FOSTER AND
ADOPTIVE INITIAL HOME ASSESSMENT
SERVICES FOR CHILDREN SERVICES.**

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

- WHEREAS,** an Agreement between the parties was entered into and known as Portage County Contract No. 20220338 (the "Original Contract") on February 24, 2022 by Resolution Number 22-0137 to provide Foster and Adoptive Initial Home Assessment Services for Children Services; and
- WHEREAS,** an Amendment No. 1 between the parties was entered into on September 1, 2022 through Resolution No. 22-0571 to amend the Original Contract to include verbiage regarding scope of services and charges related to Recertifications; and
- WHEREAS,** an Amendment No. 2 between the parties was entered into on October 13, 2022 through Resolution Number 22-0608 to extend the agreement by one (1) additional year from January 1, 2023 through December 31, 2023; and be it further
- WHEREAS,** the parties desire to amend the Original Contract; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby enter into Amendment No. 3 between the Board of Commissioners on behalf of Portage County Job & Family Services and Northeast Ohio Adoption Services to increase the compensation Agreement by Six thousand and 00/100 dollars (\$6,000.00) needed to cover the outstanding obligations for the cost of Foster and Adoptive Assessment Services for the period January 1, 2023 through December 31, 2023; and be it further
- RESOLVED,** that the total amount of this Agreement is not to exceed Thirty thousand one hundred and 00/100 dollars (\$30,100.00); and be it further
- RESOLVED,** that funding for this agreement will come from Job & Family Services fund 1415; 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

Roll call vote as follows:

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Roll call vote as follows:

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**RESOLUTION NO. 23-0678 - RE: ACCEPT AND AWARD THE BID FOR
EMERGENCY AND SPECIALIZED
SERVICES FOR THE WATER RESOURCES
DEPARTMENT.**

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

- WHEREAS,** twelve (12) contractors requested bid packages for emergency and specialized services for the Water Resources Department; and
- WHEREAS,** three (3) sealed bid was received, tabulated and recorded on November 8, 2023; and
- WHEREAS,** upon review of the bids received, it is the recommendation of the Director of Internal Services and the Technology Manager of the Department of Water Resources that the bid for the emergency and specialized services be awarded to the best bidder meeting the specifications; now therefore be it
- RESOLVED,** that the Board of County Commissioners does, hereby, award the bid for emergency and specialized services to Spano Brother Construction, 2595 Pressler Rd, Akron, OH 44312 for the year 2024 at the following rates:

CONTRACTOR	Spano Brothers
Labor Forman - Hourly	\$110.00
Labor Forman - OT/ Holiday Hourly	\$140.00
Labor Laborer - Hourly	\$95.00
Labor Laborer - OT/Holiday Hourly	\$120.00
Equipment Incl. Operator/Driver Track Hoe 8' Hourly	\$200.00
Equipment Incl. Operator/Driver Track Hoe 8' OT/Holiday Hourly	\$210.00
Equipment Incl. Operator/Driver Track Hoe 10' Hourly	\$202.00
Equipment Incl. Operator/Driver Track Hoe 10' OT/Holiday Hourly	\$220.00
Equipment Incl. Operator/Driver Dump Truck below 10 CY Hourly	\$120.00
Equipment Incl. Operator/Driver Dump Truck below 10 CY OT/ Holiday Hourly	\$145.00
Equipment Incl. Operator/Driver Dump Truck above 10 CY Hourly	\$120.00
Equipment Incl. Operator/Driver Dump Truck above 10 CY OT/Holiday Hourly	\$145.00
Equipment Incl. Operator/Driver Skid Loader Hourly	\$40.00
Equipment Incl. Operator/Driver Skid Loader OT/Holiday Hourly	\$40.00
Equipment Incl. Operator/Driver Crane 25 ton Hourly	\$50.00
Equipment Incl. Operator/Driver Crane 25 ton OT/Holiday Hourly	\$50.00
Equipment Incl. Operator/Driver Utility Tool Truck Hourly	\$75.00

Equipment Incl. Operator/Driver Utility Tool Truck OT/Holiday Hourly	\$75.00
Equipment Incl. Operator/Driver Pump up to 3 Hourly	\$30.00
Equipment Incl. Operator/Driver Pump up to 3 OT/Holiday Hourly	\$30.00
Equipment Incl. Operator/Driver 4" pump Hourly	\$30.00
Equipment Incl. Operator/Driver 4" pump OT/Holiday Hourly	\$30.00
Equipment Incl. Operator/Driver 6" pump Hourly	\$30.00
Equipment Incl. Operator/Driver 6" pump OT/Holiday Hourly	\$30.00
Equipment Incl. Operator/Driver Trench Box 8' Hourly	\$10.00
Equipment Incl. Operator/Driver Trench Box 8' OT/Holiday Hourly	\$10.00
Equipment Incl. Operator/Driver Trench Box 10' Hourly	\$10.00
Equipment Incl. Operator/Driver Trench Box 10' OT/Holiday Hourly	\$10.00
Equipment Incl. Operator/Driver Dozer 8 ton Hourly	\$35.00
Equipment Incl. Operator/Driver Dozer 8 ton OT/Holiday Hourly	\$35.00
Equipment Incl. Operator/Driver Semi/lowboy Hourly	\$35.00
Equipment Incl. Operator/Driver Semi/lowboy OT/Holiday Hourly	\$35.00
Equipment Incl. Operator/Driver Mobilization Demo, Lump Sum	\$800.00
Equipment Incl. Operator/Driver Mobilization OT/Holiday, Lump Sum	\$1,000.00

Hourly Rate Per Unit Total \$4,317.00

Actual Unit Cost + Mark up (Not to exceed 13%) 13%

; and be it further

RESOLVED, that the Board of County 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. 23-0679 - RE: ACCEPT AND AWARD THE BIDS FOR THE PURCHASE OF VARIOUS CHEMICALS FOR THE WATER RESOURCES DEPARTMENT.

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

- WHEREAS,** specifications were requested and sent to forty-six (46) potential bidders and (1) plan houses, and
- WHEREAS,** (9) sealed bids for the purchase of various chemicals for the Water Resources Department, were received, tabulated and recorded on October 25, 2023; and
- WHEREAS,** upon review of the bids received, it is the recommendation of the Director of Internal Services and the Water Resources Technology Division Manager that the bids for chemicals be awarded to the lowest bidder for each chemical; now therefore be it
- RESOLVED,** that the Board of County Commissioners does, hereby, award the bids for the various chemicals as follows:

<u>Bidder</u>	<u>Chemical</u>	<u>Unit Price</u>	<u>Total Price</u>
Mid-American Salt			
	Item 1 - Southern Rock Salt – Shalersville (Bulk)	\$152.27/Ton	
	\$342,607.50		
JCI Jones			
	Item 2 - Chlorine; 150 Cylinders (16 Total)	\$190.00/cyl	\$3,040.00
	Item 4A - Sodium Hypochlorite – Shalersville 12.5% (2000 gal)	\$2.25/gal	\$58,500.00
Sal Chemical			
	Item 3 - Hydrofluosilicic Acid (30 gal drums)	\$111.60/drum	\$11,160.00
	Item 4B - Sodium Hypochlorite 12.5%-RM WTP&Rand (15gal carboy)	\$46.35/carboy	\$5,376.60
	Item 14 – Alum Liquid Mantua 150/gal tote	\$575.00/tote	\$11,500.00
Bonded Chemical			
	Item 5 - Citric Acid (50% Concentration) Randolph/FH (26 drums)	\$377.70/drum	\$9,820.20
	Item 7 – Sodium Bisulfite 38% - Shalersville (15-gal carboy)	\$33.00/carboy	\$2,310.00
	Item 9A - Ferric Chloride- St-boro/FH (4000gal bulk)	\$11,580.50/bulk	\$254,771.00
	Item 9B - Ferric Chloride – B-brook/RF (4000gal bulk)	\$11,580.50/bulk	\$34,741.50
	Item 9C - Ferric Chloride – Atwater (55 gal drums)	\$194.88/drum	\$2,533.44
	Item 11 - Sodium Hydroxide 25% - O&M 15-gal carboy	\$43.20/carboy	\$648.00
Chemrite			
	Item 8 – Sodium Bisulfite 38% - O&M (45 lb. pail)	\$138.00/pail	\$2,070.00
	Item 10 - Calcium Hypochlorite STB & O&M (100lb drum)	\$223.00/drum	\$6,690.00
Shannon			
	Item 6- Potassium Permanganate Shalersville (50 lb. kegs)	\$127.27/Keg	\$12,727.00
	Item 12 - Orthophosphate B-field/Shalersville (30 gal drums)	\$371.24/drum	\$22,274.40
SNF Polydyne			
	Item 13 Polymer 45% Blend – Streetsboro (2300 lb. Tote)	\$3,795.00/tote	\$91,080.00

RESOLVED, that the Board of County 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. 23-0680 - RE: AUTHORIZING THE 2024 AGREEMENT
BETWEEN THE BOARD OF
COMMISSIONERS OF THE PORTAGE
COUNTY SOLID WASTE MANAGEMENT
DISTRICT AND GREENBOARD IT LLC FOR
THE COLLECTION OF DISCARDED
ELECTRONIC DEVICES**

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

WHEREAS, the existing Agreement between Greenboard IT LLC and the Board of County Commissioners of the Portage County Solid Waste Management District for the collection of discarded electronic devices expires on December 31, 2023; and

WHEREAS, Greenboard IT LLC and the Board of County Commissioners of the Portage County Solid Waste Management District desire to enter into a new agreement for the collection of discarded electronic devices for 2024.

RESOLVED, the Board of County Commissioners of the Portage County Solid Waste District ("Board") hereby approves the execution of a new agreement with Greenboard IT LLC for the collection of discarded electronic devices, with the agreement to be effective from January 1, 2024 through December 31, 2024; and

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.

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

Roll call vote as follows:

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

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**RESOLUTION NO. 23-0682 - RE: TRANSFER FROM FUND 1413, WIA FUND
TO FUND 1410 PUBLIC ASSISTANCE FUND**

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

WHEREAS, the JFS WIA Fund owes the Public Assistance Fund for One Stop sharing costs paid out of the Public Assistance Fund; and

WHEREAS, it is necessary to do a transfer of funds to cover these costs; now therefore be it

RESOLVED, that the following transfer of funds be made in the amount of \$13,635.43 for the 1st Qtr CY23 Apr-Jun 2023 adjustment as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 1413, JFS WIA FUND

ORGCODE - 14130519

Debit Expense Account

Object: 912000 – JFS Shared

Project 3A258

\$ 6,131.11

Project 3B278

\$ 6,131.11

Project 3A225

\$ 1,373.21

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Credit Revenue Account

Object: 282000 – JFS Shared

Project 5SHAR

\$13,635.43

; 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:

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

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RESOLUTION NO. 23-0683

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**RE: COUNTY HOLIDAY OBSERVATION
SCHEDULE FOR THE YEAR 2024.**

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

RESOLVED, that the following holiday schedule be and hereby is adopted for the 2024 calendar year:

HOLIDAY	DATE OBSERVED
New Year's Day	Monday, January 1, 2024
Martin Luther King Day	Monday, January 15, 2024
Presidents Day	Monday, February 19, 2024
Memorial Day	Monday, May 27, 2024
Juneteenth	Wednesday, June 19, 2024
Independence Day	Thursday, July 4, 2024
Labor Day	Monday, September 2, 2024
Columbus Day	Monday, October 14, 2024
Veterans Day	Monday, November 11, 2024
Thanksgiving Day	Thursday & Friday – November 28 & 29, 2024
Christmas	Wednesday, December 25, 2024
New Year's Day	Wednesday, January 1, 2025

; 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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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 three-day internal posting of the full time CSEA Lead Attorney 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

2. Authorize the seven-day internal posting of the full time Project Engineer for Portage County Water Resources 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. Authorize the seven-day internal posting of the full time Wastewater Treatment Plant Operator for Portage County Water Resources with external posting if no internal appointment is made.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

4. Accept the resignation of Don Macko, Water Treatment Superintendent with Water Resource Department effective date December 31, 2023.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

5. Authorize the seven-day internal posting of the full time Water Treatment Superintendent for Portage County Water Resources 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

6. The Board of Commissioners hereby approves a loan of \$45,600.00 in CDBG Revolving Loan Funds for the Coleman Professional Services, Edinburg House Parking Lot. This will be a zero (0%) due on sale loan and is contingent upon the Coleman/Community Based Foundation \$5,000 matching dollars.

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 hereby approves a grant of \$71,377.00 in CDBG Revolving Loan Funds for the Portage Metropolitan Housing Authority Summer Camp.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

8. The Board of Commissioners hereby approves a grant of \$31,240.00 in CDBG Revolving Loan Funds for the Freedom Township School ADA Project.

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:

9. Direct the Auditor's Office to pay/process the November 9, 2023 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	\$1,410,608.77	(Includes late fees of: \$12.37)
ACH/Neil Group of	\$162.87	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$360,675.96	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$1,648.10	
Journal Vouchers totaling:	\$178,761.18	
Then and Now list totaling:	\$122,263.24	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

10. Process the November 9, 2023 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

11. The Board of Commissioners acknowledged the receipt of the November 13, 2023 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, 2023.

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 acknowledged receipt of the Kennel Disposition Report and Intake Report for November 6, 2023 through November 12, 2023 as presented by Chief Dog Warden David McIntyre.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

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Motion: by Commissioner Badalamenti, seconded by Commissioner Tinlin that the Board adjourns the Meeting of **November 16th, 2023 at 11:00 AM.**

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

Motion Carries

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of **November 16th, 2023.**


Anthony J. Badalamenti, President


Sabrina Christian-Bennett, Vice President


Mike Tinlin, Board Member


Kassidy Parbel, Clerk