

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

Tuesday December 5th, 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

Others in attendance: County Administrator Michelle Crombie, Dog Warden Dave McIntyre, IT Director Cameron Singer, Paula Baughman, Joan Penix, and Elaine Cross.

1. The Board of Commissioners suspend approval for the November 30th, 2023 regular meeting minutes.

Motion: Commissioner Tinlin

Seconded: Commissioner Christian-Bennett

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

Motion Carries

DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: Director Jackie Petty

Journal Entries:

1. The Board of Commissioners approved annual contribution to the Ohio State University Extension Program of Portage County in the amount of \$120,000 as recommended by the Department of Budget and Financial Management.

Motion: Commissioner Tinlin

Seconded: Commissioner Christian-Bennett

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

Motion Carries

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

2. Direct the Auditor's Office to pay/process the November 30, 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 Tinlin

Seconded: Commissioner Christian-Bennett

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

Motion Carries

Expenditure Review		
County Funds: (0001 – 8399)		
Bill Payment and ACH list totaling:		
Bill Payment list	\$942,133.01	(Includes late fees of: \$40.43)
ACH/Neil Group of	\$0	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$97,269.72	
Medical Mutual Claims of	\$374,696.61	
Medical Mutual Flex Admin of	\$2,175.60	
Medical Mutual Flex Claims of	\$0	
Journal Vouchers totaling:	\$258,244.08	
Then and Now list totaling:	\$128,176.54	
Debt Service wire list:	\$19,740.07	
BWC Wires:	\$0	

3. Process the November 30, 2023 budget amendments as reviewed and recommended by the Department of Budget and Financial Management.

Motion: Commissioner Tinlin

Seconded: Commissioner Christian-Bennett

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

Motion Carries

Resolutions:

1. Authorize the Application to Ohio Department of Development Water and Wastewater Infrastructure Grant Program for Project No. MV-0 (21-160), Village of Mantua Sanitary Sewer Rehabilitation, for the Village of Mantua Public Sewer System in Portage County, for the Portage County Water Resources Department./Resolution No. 23-0719
2. Advance Repayment from Fund 1412, JFS Help Me Grow Allocation to Fund 0001, General Fund./Resolution No. 23-0720
3. Authorize the Application and Agree to Enter Into A FY2024 Competitive Grant Solicitation Between the Board of Portage County Commissioners (On Behalf of Adult Probation) and the Supreme Court of Ohio for Local Court Case Management System Upgrades for Ohio Adult Drug Courts./Resolution No. 23-0721

4. Transfer from Fund 0001, General Fund to Fund 1410, Public Assistance Fund./Resolution No. 23-0722

MISCELLANEOUS

Journal Entries:

1. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for November 20, 2023 through November 26, 2023 as presented by Chief Dog Warden David McIntyre.
Motion: Commissioner Tinlin
Seconded: Commissioner Christian-Bennett
All in Favor: Commissioner Tinlin, Yea; Commissioner Christian-Bennet, Yea;
Commissioner Badalamenti, Yea;
Motion Carries
2. In accordance with the Ohio Revised Code Section 325.33, the Board of Commissioners signed the Certificate of Title Administration Fund indicating that excess funds for the year 2022 in the amount of \$1,051,070.00 will be paid into Fund 0001 from Fund 1001, Org. 10015019, Object 910000 to Org. 00100002, Object 280000, as presented by Portage County Clerk of Courts Jill Fankhauser.
Motion: Commissioner Tinlin
Seconded: Commissioner Christian-Bennett
All in Favor: Commissioner Tinlin, Yea; Commissioner Christian-Bennet, Yea;
Commissioner Badalamenti, Yea;
Motion Carries
3. The Board of Commissioners acknowledged receipt of the Amended Certificate of Estimated Resources Dated November 28, 2023, as presented by the Portage County Budget Commission.
Motion: Commissioner Tinlin
Seconded: Commissioner Christian-Bennett
All in Favor: Commissioner Tinlin, Yea; Commissioner Christian-Bennet, Yea;
Commissioner Badalamenti, Yea;
Motion Carries

Resolution:

1. Appointment of Scott Flynn to the Portage County Law Library Resources Board./Resolution No. 23-0727

SANTA TO A SENIOR PROCLAMATION

Present: Paula Baughman and Joan Penix

JOB AND FAMILY SERVICES

Present: Director Kellijo Jeffries and Financial Director Sue Brannon, Vanessa Beard

Discussion:

1. JFS September / October 2023 Data Report

- Director Kellijo Jeffries mentioned that they are participating on a national level with Medicaid unwinding. At the end of October, they had 34,861 residents in Portage County on Medicaid compared to 37,146 last year. They have seen a decrease of individuals coming off Medicaid because of the unwinding related to COVID.
- Transportation – in October JFS had 469 calls relevant to transportation needs compared to 231 in October last year. JFS hosted their first job fair for drivers at the OhioMeansJobs location with 16 people interested in becoming drivers. Another job fair for drivers will be held in December and they hope to connect them to agencies with a need.
- There are not any changes with the work experience programs. SNAP ENT is a program for individuals on food assistance that are required to participate in their jobs program. The goal is to provide meaningful education and support. This year's participation in October was 81% while last year at the same time was only 35%.
- Child Protective Services – There is not an increase in kids in custody despite the needs being vaster, and the cost relevant to placement being higher. 173 kids were in care in October last year compared to 171 in October this year.
- Human Resources- as of the end of October there were 192 employees at JFS and last year at this time there were 181 employees.

2. *Portage 50+ Survey and October Results*

- (Previously named) Portage Senior Community Support Group, which consists of many social services agencies that serve seniors and the community group, wanted to create a survey to better understand the needs of senior community members. This was rolled out in late September/early October. It asks age, zip code, what services they currently receive, are their transportation needs being met, what unmet services or needs they have, and are they aware of other supportive agencies in the community.
- Through Direction Home Care and other agencies, surveys were distributed in the field. In the 13 responses, results showed that transportation, in home services/meal services/housing services were all identified as unmet needs for seniors. Outreach was also included to anyone who left their name and number. Attempts will be made to connect these individuals to the requested services.
- Surveys will be provided monthly in the field. The results will be presented on a quarterly basis. The first round went out physically to homes, but the process may be adjusted in the future.

Commissioner Badalamenti mentioned that most responses are in the Ravenna area. He points out that we are giving the survey to those that we already serve but he would like to get an idea of what is lacking in other areas around the county.

Commissioner Christian-Bennett suggested going to Senior Centers. Kellijo explained they are planning to make them available in the community in libraries, senior centers, etc. Both Paper and QR code surveys will be available. She explained that the dry run was completed with seniors being currently served but the goal is to reach seniors in all corners of the County.

Commissioner Badalamenti mentioned that the target age group may have a hard time with the QR option.

Kellijo explained that is why the paper survey will be available in the community for those who prefer bigger print and physical paper and envelopes.

3. *Community Resource Guide Enhancement*

- Over the last 6 months, JFS worked with community partners including United Way 211 to enhance the existing 50-page resource guide.
- The goal is to send out a press release to let residents know that the resource guide is available as well as 211 for all community resource needs. There will be links on community agencies' websites and the guide will be available to be printed out. For those in the field, they will be able to scan a QR code and access the resource guide.
- The functionality includes a link to the community resource guide so if there are new community agencies or agencies that leave the community, they can update that information in real time with the program specialist at JFS.

4. *Adoption Initiative and Supportive Needs*

- There are currently 24 kids eligible for adoption and only 1 specific working with them.
- Northeast Ohio Adoption Services contact Kim Stewart is retiring and they would like to establish an MOU (Memorandum of Understanding with her for the year 2024 to fast track adoptions. They have met with Probate Court to streamline processes but want to move to permanency with the 24 kids. They would like to align \$25,000 for supportive services. She would be an individual provider so it would not be displacing anyone or adding part- or full-time staff.

5. *Health Aging Provider Package*

- An application cover letter has been created and would go out to all providers that are working with seniors that have been identified as an eligible group under the grant qualifications. These groups provide services that include case management, food assistance (including home delivered meals), care coordination, transportation, digital inclusion (getting the internet, iPads, etc. into seniors' homes), internet access, health, and wellness, rent and homeownership assistance, utility assistance, homeowner tax assistance, and home repairs.
- The process would be to send this out to committee members and if they are interested in providing a qualified service, they would have to submit an application to the County. From there JFS and Budget and Finance would work together to finalize the applications so that seniors could receive an application by January 1st.
- \$457,000 was awarded for this grant. The email will also go out to senior centers so they can apply to get funds for health and wellness.

Commissioner Badalamenti confirmed with Director Jeffries that they do have emails from all the senior centers in the County and commented that it is a great idea.

HUMAN RESOURCES

Present: County Administrator Michelle Crombie

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 to promote Madeline George to HR Generalist/Payroll Specialist, Portage County Job & Family Services to be effective as of Monday, January 1, 2024. The Board of Commissioners agrees that this hire is contingent upon the applicant passing the required pre-employment screenings.

Motion: Commissioner Tinlin

Seconded: Commissioner Christian-Bennett

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

2. Authorize the three-day internal posting of the full time PCSA Administrative Assistant for Portage County Job & Family Services with external posting if no internal appointment is made.

Motion: Commissioner Tinlin

Seconded: Commissioner Christian-Bennett

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

3. Authorize to hire Nicole Wolner for SSW4, Portage County Job & Family Services to be effective as of Monday, December 11, 2023. The Board of Commissioners agrees that this hire is contingent upon the applicant passing the required pre-employment screenings.

Motion: Commissioner Tinlin

Seconded: Commissioner Christian-Bennett

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

4. Authorize to hire Judee Mulhollen for Clinical Services Manager, Portage County Job & Family Services to be effective as of Monday, December 11, 2023. The Board of Commissioners agrees that this hire is contingent upon the applicant passing the required pre-employment screenings.

Motion: Commissioner Tinlin

Seconded: Commissioner Christian-Bennett

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

5. Authorize to promote Jennifer Christley to Child Support Specialist, Portage County Job & Family Services to be effective as of Monday, December 11, 2023. The Board of Commissioners agrees that this hire is contingent upon the applicant passing the required pre-employment screenings.

Motion: Commissioner Tinlin

Seconded: Commissioner Christian-Bennett

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

6. Authorize the three-day internal posting of the full time SSW2 for Portage County Job & Family Services with external posting if no internal appointment is made.

Motion: Commissioner Tinlin

Seconded: Commissioner Christian-Bennett

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

Motion Carries

EXECUTIVE SESSION:

9:30 AM In accordance with the Ohio Rev. Code 121.22(G)(4), it was moved by Commissioner Mike Tinlin, seconded by Commissioner Sabrina Christian-Bennett that the Board of Commissioners move into executive session to review bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment. Also Present: Chief Dave McIntyre. Roll call vote: Mike Tinlin, Yea; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

9:42 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.

COUNTY ADMINISTRATOR

Present: County Administrator Michelle Crombie

Discussion:

1. Travel Reimbursement Policy Update

County Administrator Michelle Crombie explains that they cleaned up the language in the policy as well as allowing the use of a Cab/Uber/Lyft. She explained that if someone is to go to a conference or seminar out of state the individual would need to use a Cab/Uber/Lyft to and from the hotel and that needs to be specifically stated. Tips for services are covered, but are not to exceed 20%. The policy was updated to reflect that.

Resolution:

1. The Board of Commissioners approves the adoption of the Amended Portage County Personnel Policy Manual – Section 14 (travel and expense reimbursement)./Resolution No. 23-0728

Discussion:

1. Request for Vehicles from the Sheriff

County Administrator Crombie brought forward a request from the Sheriff's department regarding the purchase of vehicles. She was given two quotes but was waiting for a Resolution explaining where the funding from these vehicles is coming from. Since that has not been received yet, County Administrator Crombie explains she is not ready to move forward with it.

Commissioner Badalamenti asked what type of vehicles they are requesting. County Administrator Crombie replied that they are interested in two new Tahoe's.

Commissioner Christian-Bennett asked if these are additional vehicles or replacement vehicles. County Administrator Crombie explains that they had some accidents.

Commissioner Mike Tinlin elaborated that two cars were damaged beyond recognition and a detective car was crashed. Last Thursday the Sheriff made a comment that he had contacted Tim Lally and they had a couple vehicles that were purchased for another department and the department didn't take them so they are being sold as used/new vehicles. They are fully equipped and being held for the Sheriff.

Commissioner Badalamenti asked about when a police vehicle is totaled, does the insurance money pay for that or are those leased vehicles we are replacing. County Administrator Crombie said it depends on the situation. If it is a total loss, we get a check for what they value the vehicle at. If it is not a total loss, then the insurance company is going to pay for the repair minus the deductible. Generally, they would be replaced at the time if they are a total loss, however she explains that at this time she has not been given all the facts to make that determination.

Commissioner Badalamenti refers to Commissioner Tinlin's statement about the cars being damaged beyond recognition. Commissioner Christian-Bennett stated that she believes they are still driving them. Commissioner Tinlin clarified that they are still driving the unmarked car, but one door does not open. Commissioner Badalamenti clarified that County Administrator Crombie is waiting for information from the Sheriff's Department.

County Administrator Crombie clarified that she does have two quotes, but she is still waiting on a Resolution for purchase. Commissioner Tinlin asked what the quotes are. Commissioner Crombie said they are from Tim Lally Chevrolet and came in at \$43,327 and \$54,123. Both are for 2023 Tahoe's.

Commissioner Christian-Bennett mentions that the quote has the price for the outfitting written on which would be an additional cost. Commissioner Tinlin and Badalamenti clarify that the quote does include the police package. That would include push bumpers, key code, and grill lights and sirens. Commissioner Tinlin reiterates that they are currently holding those vehicles for the Sheriff.

EXECUTIVE SESSION:

9:49 AM In accordance with the Ohio Rev. Code 121.22(G)(6), it was moved by Commissioner Mike Tinlin, seconded by Commissioner Sabrina Christian-Bennett that the Board of Commissioners move into executive session to discuss details relative to the security arrangements and emergency response protocols for a public office, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public office. Also present: Internal Services Director Shannon Kautzman, IT Director Cameron Singer, and Patrick Blair. Roll call vote: Mike Tinlin, Yea; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

10:08 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.

INTERNAL SERVICES

Present: Director Shannon Kautzman

Discussion:

1. Jail Doors

Director Kautzman stated that at one time they had decided to hire a maintenance person to be trained in the Jail Doors. She is not sure if someone is being hired to do this, but she has reservations about the issue. 20 years ago, Maintenance was responsible for the Jail Doors and nobody was technically trained. Now there are new doors in all areas and everything was fixed during the jail project. She explains there is a local vendor that is certified to work on them but that it is very costly to have them serviced (\$800-\$1,000). She inquired about a service agreement that would include quarterly inspections and service. The cost was \$64,000 for a maintenance agreement for the year. She asks whether she should move forward with the maintenance agreement or continue with an as needed basis. There are over 200 swinging doors and over 20 sliding doors that they would need to maintain.

Commissioner Tinlin asked if that Maintenance agreement would include non-scheduled visits if it was ever needed. Director Kautzman clarified that they will come out quarterly for maintenance regardless of issues. They explained it could take up to six weeks for them to get around to every door each time they come out for their quarterly visit.

Commissioner Badalamenti asks about hiring someone to maintain them. Director Kautzman clarifies that they are approved to hire a maintenance person and in the job description it states that they either need to be certified or will be sent to be certified with the installment company.

Commissioner Badalamenti confirms that they have not moved forward with hiring someone in the past three years. Director Kautzman states that in these situations a lot of times it falls back on Maintenance.

County Administrator Crombie points out that they did have someone in mind for the position, but the person decided to stay with their current employer. Director Kautzman clarifies that the person mentioned was not certified and would have needed to be sent for certification.

Commissioner Christian-Bennett states that since it takes such a specialty group that we wouldn't want to quote that under general maintenance. It does not make sense since they are not experts. She points out that the maintenance staff goes out there now for additional tasks and that the jail doors have been a chronic problem since she started in 2014. Director Kautzman states that we did fix the issues but that we want to maintain them. Commissioner Badalamenti asked Director Kautzman if her recommendation is to go forward with the contract.

Director Kautzman said that if we call Indiana, it is \$3,500 just for them to come out.

Commissioner Christian-Bennett clarified that the money would come from the Maintenance budget.

All agree that she can move forward with the contract.

2. *Security Bids*

Director Kautzman states that this bid is strictly for armed guards. She states all got a copy of the service contract, so they know what we pay. We have 4 options but the lowest bid was A&A Services.

- A&A Services is based out of Florida but has a Cleveland branch. She asked for references from Ohio and received responses. All said they had good responsiveness to issues and will immediately act if needed.
- She asked if they are willing to take on current employees. They are willing to work with the county on that issue. Director Kautzman said they are comparable in price to what we are paying currently.
- In the bid specifications it states that the contract is for one year with the option to renew if decided. There is also a clause to get out of the contract in the 90-day grace period if the service is unsatisfactory.
- The other bids were almost \$6 an hour more than the A&A bid.
- References came from Parker Hannifin, Save-a-Lot, Discount Drug Mart, and KEM Oil Energy which is out of Pennsylvania. She said she spoke to the head of security who described a crisis they had during Thanksgiving where the guards stepped up to the plate.

3. *Admin Building stairwells*

- Project to fix and paint the stairwells of the Admin Building.
- Quote for all stairwells is \$39,000 for all, including building scaffolding. This includes 2 stairwells that go to the 8th floor, 2 staircases to the 3rd floor, and 1 to the 4th floor.
- They are willing to work around our schedule.
- Color will be a lighter gray. They will touch up paint along the hallways and the bathrooms.

4. *Project Updates*

- Administration building main floor area is complete.
- Prosecutor window project is complete. They did a leak test which included spraying water on the windows for hours at every angle to make sure that no water got through, they also took an infrared light through to make sure there was no evidence of water in the walls. They did not show anything and are taking down the scaffolding today.
- Ravenna courthouse parking lot light poles are being installed the week of December 18th. Caps for the landscaping hooks are still being made.
- Otis cab on the main elevator at the courthouse is to be completed by the end of December; Jail elevator to start in January.

Commissioner Christian-Bennett asked about Judge Guillitto's office space. Director Kautzman explained that there is a vending machine in the room that needs to be moved by elevator, so the elevator project needs to be finished first.

Resolutions:

1. The Board of Commissioners agrees to enter into an Amendment No. 1 for supplemental transportation services with Portage County Job & Family Services and A Blessed Path. Dba Scenic View Transportation./Resolution No. 23-0723
2. The Board of Commissioners agrees to enter into an agreement with Portage County Job & Family Services and Addus Healthcare South Carolina, Inc. DBA Arcadia Home Care and Staffing to provide home aide services to eligible Adult Protective Services clients in Portage County./Resolution No. 23-0724
3. The Board of Commissioners agrees to enter into an agreement with Portage County Job & Family Services and Portage County Guardianship Services Board to support appointment of public guardianship for Adult Protective Services referral./Resolution No. 23-0725
4. The Board of Commissioners agrees to enter into a residential lease agreement with Portage County Job & Family Services and Summer Giulitto./Resolution No. 23-0726

County Administrator Crombie mentions that Director Kautzman should add to her project list that Job and Family Services Director Jeffries is interested in the current area of Veterans Services, however it will take about a year before they can move in there due to the HVAC and several other things needing to be done over at the Annex Building. Until that happens, she is going to sign a year lease with a different party for one year.

Director Kautzman said that the HVAC takes a long time to order the units, usually 9-12 months. Until she knows when the units and boiler are coming in, she will not have a promised date. She did give clarification to Veterans Services, so they know what to expect.

Commissioner Badalamenti brought forward an email from Veterans Services for discussion.

Commissioner Christian-Bennett said that we need to investigate it because there is a process. They do have access to an inside millage for funding that is automatically given but there is a process in place that they would have had to follow to make that request. She has not heard what amount the department is entitled to. Other things come out of that millage as well.

County Administrator Crombie stated that she does have that information, just not readily available at the moment. She clarified that they are entitled to a percentage, however that is determined in May with the Tax budget so that was already missed.

Commissioner Badalamenti stated that his problem is that since that deadline was missed, that money comes to the County. Commissioner Christian-Bennett confirmed that if that money is not used, it goes to the County.

Commissioner Badalamenti continued that the Director prior did not choose to use the money for that. Since that money was supposed to be used in May and it is now December, the

money is still there for them to utilize. County Administrator Crombie clarifies that isn't exactly how it works. They have access to the money but that doesn't mean it is just handed to them.

Commissioner Badalamenti asked for clarification on whether the ORC states that the .25% is taken out for that department. County Administrator Crombie reiterated that they have access to those funds, but it does not say it is handed directly to Veterans Services.

**Commissioner Badalamenti asks for clarification because his understanding is that they have access to the money up to that amount and if the Veterans Board approves it, it must be presented to the BOC, but it does not state the Board of Commissioners have the authority to stop them from spending the money that the State is giving them. Commissioner Christian-Bennet states it is not cut and dry and that there is a process involved. County Administrator Crombie states that yes, they have a right to it but that this Board of Commissioners decide what is fair and reasonable.

Commissioner Christian-Bennett points out that the process is laid out in the Ohio Revised Code and that their Board has chosen for years not to fully utilize the funds and it does not carry over. If it is not used it goes into the general fund.

Commissioner Badalamenti states that because it has been done for years does not mean what has been done is proper. He feels there are some serious errors in what has been done in the past.

Commissioner Christian-Bennett adds that the issue is not necessarily on the Board of Commissioners, it has to do with their Board and unfortunately Director Craven is coming into situations that are based on prior Board's decisions. She wants to make sure we're properly following the process for educational purposes since the Director is new to his position.

There is an agreement to circle back to the discussion once all the facts are gathered.

RECESS: 10:30 AM

RECONVENE: 11:00 AM

PUBLIC COMMENT:

Elayne Cross started by thanking the Board of Commissioners for the work that they do and the fact that they are willing to stand up and fight for what they think is right and to work through things even if they don't always agree with one another. She is coming before the Board to inform them that she is running for the US House, District 14, which represents all of Portage County. She states the reason she's doing that is because there's a lot of disfunction in our government and leadership starts at the top. Ms. Cross states that she does not feel that the current representative is horrible, only that we need someone to stick their neck out when needed. She is taking into consideration Issue 1 in Ohio. She is not happy with the outcome and does not feel that it was a good solution to the problem, but it is a state problem. She continues that there is talk on Capitol Hill that there is talk of creating a national standard with respect to abortion rights. She believes that if it is not in the constitution, it should fall to the State level. It's not a federal issue that should not fall to the Federal level. She feels other things that are done at the State level would be better handled at the County or City level as well. She states that there should be strong people in DC to do that. She asks for an open

dialogue with the BOC about how the federal government is getting in the way in places that do not fit in the Constitution and should be reserved for the States and County levels, so she knows where to focus her energy. She does not believe it makes sense that the Federal government is involved in how tax money within the State is contributed. She believes the local jurisdiction should have more control. She states that our country is on a precipice, and we are teetering on the edge. There needs to be strong people who are willing to listen, so she would like to open a line of communication with the Commissioners and learn as much as possible.

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RESOLUTION NO. 23-0719 - RE: AUTHORIZE THE APPLICATION TO OHIO DEPARTMENT OF DEVELOPMENT WATER AND WASTEWATER INFRASTRUCTURE GRANT PROGRAM FOR PROJECT NO. MV-0 (21-160), VILLAGE OF MANTUA SANITARY SEWER REHABILITATION, FOR THE VILLAGE OF MANTUA PUBLIC SEWER SYSTEM IN PORTAGE COUNTY, FOR THE PORTAGE COUNTY WATER RESOURCES DEPARTMENT.

It was moved by Mike Tinlin and seconded by Sabrina Christian-Bennett 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,** Resolution No. 20-0809, adopted December 17, 2020, Portage County became the owner and operator of the Village of Mantua Public Sanitary Sewer System; and
- WHEREAS,** the Project is listed on the Village of Mantua Sewer Capital Improvement Plan and 100% of the costs are to be paid through collected surcharges per the agreement between the Board and Village; and
- WHEREAS,** the Project is necessary to reduce inflow and infiltration to the wastewater treatment plant and reduce the potential of a sanitary sewer overflow into the Cuyahoga River; and
- WHEREAS,** the Water Resources Department has delayed the Project until grant funding can be obtained to reduce the financial burden on the Village; and
- WHEREAS,** the Ohio Department of Development is accepting applications for

wastewater infrastructure projects through their Water and Wastewater Infrastructure Program and the Portage County Water Resources Department wishes to apply for \$769,535.00 with a 50% match; now therefore be

RESOLVED, that this Board of Commissioners authorizes the Water Resources Department to submit an application for the Ohio Department of Development Water and Wastewater Infrastructure Grant Program for project no. MV-0 (21-160) with a total grant award amount of **\$769,535.00 with a 50% match from Sewer Fund 5200 for a total Budget of \$1,539,070.00**; and be it further

RESOLVED, that the Board of Commissioners authorizes the President or Vice President of the Board to sign any and all documents pertaining to this grant; and be it further

RESOLVED, that the Clerk of this Board is hereby authorized and directed to file a certified copy of this Resolution with the County Auditor and the Department of Budget and Financial Management within fifteen days after its adoption; be it further

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

Roll call vote as follows:

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

**RESOLUTION NO. 23-0720 - RE: ADVANCE REPAYMENT FROM FUND 1412,
JFS HELP ME GROW ALLOCATION TO
FUND 0001, GENERAL FUND**

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

WHEREAS, via Resolution 23-0418, a cash advance was given to Fund 1412, JFS Help Me Grow Allocation from Fund 0001, General Fund, and

WHEREAS, state grant support has been received in Fund 1412 and a portion of the cash advance can now be repaid; now therefore be it

RESOLVED, that the following reversal of the cash advance be made in the amount of

\$59,314.98:

FROM:

FUND 1412, JFS HELP ME GROW ALLOCATION

ORGCODE – 14120512

Debit Revenue Account

Object: 290000 – Advances-In

\$59,314.98

TO:

FUND 0001, GENERAL FUND

ORGCODE- 00100009

Credit Expense Account

Object: 920000 – Advances-Out

\$59,314.98

; 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, the Department of Jobs and 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;

*

RESOLUTION NO. 23-0721

-

**RE: AUTHORIZE THE APPLICATION AND
AGREE TO ENTER INTO A FY2024
COMPETITIVE GRANT SOLICITATION
BETWEEN THE BOARD OF PORTAGE
COUNTY COMMISSIONERS (ON BEHALF
OF ADULT PROBATION) AND THE
SUPREME COURT OF OHIO FOR LOCAL
COURT CASE MANAGEMENT SYSTEM
UPGRADES FOR OHIO ADULT DRUG
COURTS**

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

WHEREAS,

the Portage County Department of Adult Probation is requesting

authorization to apply for local court case management system upgrades for Ohio Adult Drug Courts certified by the Court's Commission of Specialized Dockets, and

WHEREAS, the Portage County Board of Commissioners recognizes the appropriateness of the grant to assist the Portage County Adult Probation Department in community based corrections, specifically by the H.O.P.E. and R.I.S.E. Adult Drug Courts; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby authorize the local court case management system upgrades for Ohio Adult Drug Courts certified by the Court's Commission of Specialized Dockets application in the amount of, up to, **One Hundred Thousand Dollars and Zero Cents (\$100,000.00)** for HOPE and RISE Adult Drug Courts (combined) for the grant period on or about January 2024 and ending June 30, 2025, with no General Fund local match; and be it further

RESOLVED, if the grant is awarded, the Portage County Board of Commissioners agrees to enter into an FY24, and FY 25 Competitive Grant Agreement between the Board of Commissioners (on behalf of Adult Probation) and the Supreme Court of Ohio for local court case management system upgrades for Ohio Adult Drug Courts certified by the Court's Commission on Specialized Dockets agreement, as recommended by the Portage County Adult Probation Department; and be it further

RESOLVED, that the Board of Commissioners authorizes the President of the Board of Commissioners or its designee to sign the grant acceptance documents; and be it further

RESOLVED, that a copy of this resolution and the agreement be forwarded to the Portage County Auditor, the Department of Budget and Financial Management, and the Adult Probation 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:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea;

Mike Tinlin, Yea:

RESOLUTION NO. 23-0722

- RE: TRANSFER FROM FUND 0001, GENERAL
FUND TO FUND 1410, PUBLIC

ASSISTANCE FUND

It was moved by Mike Tinlin and 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 \$28,850.89 for the month of December 2023 as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 0001, COUNTY GENERAL FUND

ORGCODE - 00100009

Debit Expense Account

Object: 910000 – Transfer Out

\$28,850.89

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 280000 – Transfer In

Project: NONE

\$28,850.89

; and be it further

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

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

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Sabrina Christian-Bennett, Yea;

*

Mike Tinlin, Yea;

*

RESOLUTION NO. 23-0723

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**RE: ENTER INTO AN AMENDMENT NO. 1 FOR
SUPPLEMENTAL TRANSPORTATION
SERVICES BETWEEN THE PORTAGE
COUNTY BOARD OF COMMISSIONERS ON
BEHALF OF PORTAGE COUNTY JOB &
FAMILY SERVICES ("PCJFS") AND A
BLESSED PATH, INC. DBA SCENIC VIEW
TRANSPORTATION.**

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

- WHEREAS,** an Agreement between the parties was entered into and known as Portage County Contract No. 20230492 (the "Original Contract") on September 7, 2023 by Resolution No. 23-0539 to provide Supplemental Transportation Services for eligible clients to and from appointments or employment/training sites; and
- 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. 1 between the Board of Commissioners on behalf of Portage County Job & Family Services and A Blessed Path dba Scenic View Transportation to increase compensation by Thirty thousand and 00/100 dollars (\$30,000.00) needed to cover the outstanding obligations for the cost of expansion of Supplemental Transportation Services for the period October 1, 2023 through September 30, 2024; and be it further
- RESOLVED,** that the total amount of this Agreement is not to exceed Thirty thousand and 00/100 dollars (\$30,000.00); and be it further
- RESOLVED,** that funding for this agreement will come from Job & Family Services funds 1410 and 1413; 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. 23-0724

RE: AUTHORIZE PORTAGE COUNTY JOB AND FAMILY SERVICES (PCJFS) TO ENTER INTO AN AGREEMENT WITH ADDUS HEALTHCARE SOUTH CAROLINA, INC. DBA ARCADIA HOME CARE AND STAFFING TO PROVIDE HOME AIDE SERVICES TO ELIGIBLE ADULT PROTECTIVE SERVICES (APS) CLIENTS IN PORTAGE COUNTY.

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

- WHEREAS,** Portage County Job & Family Services is in need of home aide services for eligible residents of Portage County; and
- WHEREAS,** Addus Healthcare South Carolina, Inc. dba Arcadia Home Care and Staffing is willing and able to provide these services; and
- WHEREAS,** the Agreement will be used to detail the terms of the relationship between Portage County Job & Family Services and Addus Healthcare South Carolina, Inc. dba Arcadia Home Care and Staffing; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby enter into an Agreement between the Board of Commissioners on behalf of Portage County Job & Family Services and Addus Healthcare South Carolina, Inc. dba Arcadia Home Care and Staffing with its principal place of business located at 291 N Cleveland Massillon Rd., Suite 203, Fairlawn, Ohio 44333, for the period December 14, 2023 through November 30, 2024; and be it further
- RESOLVED,** that the total amount of this Agreement is not to exceed Five thousand and 00/100 dollars (\$5,000.00); and be it further
- RESOLVED,** that funding for this agreement will come from Job & Family Services fund 1410; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

* * *
RESOLUTION NO. 23-0725

* * *
**RE: AUTHORIZE PORTAGE COUNTY JOB AND
 FAMILY SERVICES (PCJFS) TO ENTER
 INTO AN AGREEMENT WITH PORTAGE
 COUNTY GUARDIANSHIP SERVICES
 BOARD TO SUPPORT APPOINTMENT OF
 PUBLIC GUARDIANSHIP FOR ADULT
 PROTECTIVE SERVICES REFERRALS.**

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

- WHEREAS,** Portage County Job & Family Services is in need of guardianship appointment for Adult Protective Services referrals for eligible residents of Portage County; and
- WHEREAS,** Portage County Guardianship Service Board is willing and able to provide these services; and
- WHEREAS,** the Agreement will be used to detail the terms of the relationship between Portage County Job & Family Services and Portage County Guardianship Service Board; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby enter into an Agreement between the Board of Commissioners on behalf of Portage County Job & Family Services and Portage County Guardianship Service Board with its principal place of business located at 203 West Main Street, Ravenna, Ohio 44266, for the period January 1, 2024 through December 31, 2024; and be it further
- RESOLVED,** that the total amount of this Agreement is not to exceed Thirty-four thousand and 00/100 dollars (\$34,000.00); and be it further
- RESOLVED,** that funding for this agreement will come from Job & Family Services fund 1410; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea;

Mike Tinlin, Yea;

* * *
RESOLUTION NO. 23-0726

**RE: ENTER INTO RESIDENTIAL LEASE
AGREEMENT BETWEEN THE PORTAGE
COUNTY BOARD OF COMMISSIONERS ON
BEHALF OF PORTAGE COUNTY JOB &
FAMILY SERVICES AND SUMMER
GIULITTO.**

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

WHEREAS, the Board of Commissioners wishes to lease residential property situated in the City of Ravenna, County of Portage, for Portage County Job & Family Services (Residential Dwelling); and

WHEREAS, Summer Giulitto, 4949 Lovers Lane, Ravenna, Ohio 44266 of Portage County has property located at 331 E. Central Avenue, Ravenna, Ohio 44266 available for lease by the Portage County Commissioners; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into a Residential Lease Agreement for the property at 331 E. Central Avenue, Ravenna Ohio for twenty-four (24) months beginning on December 7, 2023 through December 6, 2025; and be it further

RESOLVED, that the monthly lease amount shall be One thousand one hundred and 00/100 dollars (\$1,100.00) for the term of this agreement and not to exceed a total of Twenty-six thousand four hundred and 00/100 dollars (\$26,400.00) for the term; 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 deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea;
*

Sabrina Christian-Bennett, Yea;
*

Mike Tinlin, Yea;
*

RESOLUTION NO. 23-0727

**RE: APPOINTMENT OF SCOTT FLYNN TO THE
PORTAGE COUNTY LAW LIBRARY**

RESOURCES BOARD.

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

- WHEREAS,** Ohio Revised Code 307.511 establishes the requirements for members of the Law Library Resources Board who shall be residents of Portage County; and
- WHEREAS,** this Board is a public agency that will manage the legal resource needs of the county, including the county law library and have its budget approved by the Board of County Commissioners; and
- RESOLVED,** that the Portage County Board of Commissioners does hereby reappoint the following member to an additional five year term that begins January 1, 2024 and expires December 31, 2029:

<p>Scott Flynn 220 Frances Drive Kent, OH 44240 scott@flynnkeithlaw.com</p>
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; 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. 23-0728	-	RE: ADOPTION OF THE AMENDED PORTAGE COUNTY BOARD OF COMMISSIONERS' PERSONNEL POLICY MANUAL – SECTION 14 (TRAVEL AND EXPENSE REIMBURSEMENT).
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It was moved by Mike Tinlin and seconded by Sabrina Christian-Bennett that the following resolution be adopted:

WHEREAS, on December 16, 2021, the Portage County Board of Commissioners adopted Resolution 21-0924, amending the Board of Commissioner's Personnel Policy Manual in its entirety; and

WHEREAS, under Section 14 – Travel and Expense Reimbursement, language was added clarifying what Travel expenses are considered to include as well as clarifying that use of cab services is applicable for reimbursement, including the approval of tips for such services; now therefore be it

RESOLVED, that the Board of Commissioners does hereby adopt said Section 14 – Travel and Expense Reimbursement, within the Personnel Policy Manual as updated and revised effective December 5, 2023. The updated policy shall be disseminated to all employees under the jurisdiction of the Board of Commissioners; and be it further

RESOLVED, that this said Policy and Personnel Policy Manual will supersede all prior versions; and be it further

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

Roll call vote as follows:

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

Journal Entries:

1. The Board of Commissioners approved annual contribution to the Ohio State University Extension Program of Portage County in the amount of \$120,000 as recommended by the Department of Budget and Financial Management.

Motion: Commissioner Tinlin

Seconded: Commissioner Christian-Bennett

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

Motion Carries

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

2. Direct the Auditor's Office to pay/process the November 30, 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 Tinlin
Seconded: Commissioner Christian-Bennett
 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	\$942,133.01	(Includes late fees of: \$40.43)
ACH/Neil Group of	\$0	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$97,269.72	
Medical Mutual Claims of	\$374,696.61	
Medical Mutual Flex Admin of	\$2,175.60	
Medical Mutual Flex Claims of	\$0	
Journal Vouchers totaling:	\$258,244.08	
Then and Now list totaling:	\$128,176.54	
Debt Service wire list:	\$19,740.07	
BWC Wires:	\$0	

3. Process the November 30, 2023 budget amendments as reviewed and recommended by the Department of Budget and Financial Management.

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

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:

4. Authorize to promote Madeline George to HR Generalist/Payroll Specialist, Portage County Job & Family Services to be effective as of Monday, January 1, 2024. The Board of Commissioners agrees that this hire is contingent upon the applicant passing the required pre-employment screenings.

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

5. Authorize the three-day internal posting of the full time PCSA Administrative Assistant for Portage County Job & Family Services with external posting if no internal appointment is made.

Motion: Commissioner Tinlin

Seconded: Commissioner Christian-Bennett

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

Motion Carries

6. Authorize to hire Nicole Wolner for SSW4, Portage County Job & Family Services to be effective as of Monday, December 11, 2023. The Board of Commissioners agrees that this hire is contingent upon the applicant passing the required pre-employment screenings.

Motion: Commissioner Tinlin

Seconded: Commissioner Christian-Bennett

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

Motion Carries

7. Authorize to hire Judee Mulhollen for Clinical Services Manager, Portage County Job & Family Services to be effective as of Monday, December 11, 2023. The Board of Commissioners agrees that this hire is contingent upon the applicant passing the required pre-employment screenings.

Motion: Commissioner Tinlin

Seconded: Commissioner Christian-Bennett

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

Motion Carries

8. Authorize to promote Jennifer Christley to Child Support Specialist, Portage County Job & Family Services to be effective as of Monday, December 11, 2023. The Board of Commissioners agrees that this hire is contingent upon the applicant passing the required pre-employment screenings.

Motion: Commissioner Tinlin

Seconded: Commissioner Christian-Bennett

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

Motion Carries

9. Authorize the three-day internal posting of the full time SSW2 for Portage County Job & Family Services with external posting if no internal appointment is made.

Motion: Commissioner Tinlin

Seconded: Commissioner Christian-Bennett

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

Motion Carries

10. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for November 20, 2023 through November 26, 2023 as presented by Chief Dog Warden David McIntyre.

Motion: Commissioner Tinlin

Seconded: Commissioner Christian-Bennett

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

Motion Carries

11. In accordance with the Ohio Revised Code Section 325.33, the Board of Commissioners signed the Certificate of Title Administration Fund indicating that excess funds for the year 2022 in the amount of \$1,051,070.00 will be paid into Fund 0001 from Fund 1001, Org. 10015019, Object 910000 to Org. 00100002, Object 280000, as presented by Portage County Clerk of Courts Jill Fankhauser.

Motion: Commissioner Tinlin

Seconded: Commissioner Christian-Bennett

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

Motion Carries

12. The Board of Commissioners acknowledged receipt of the Amended Certificate of Estimated Resources Dated November 28, 2023, as presented by the Portage County Budget Commission.

Motion: Commissioner Tinlin

Seconded: Commissioner Christian-Bennett

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

Motion Carries

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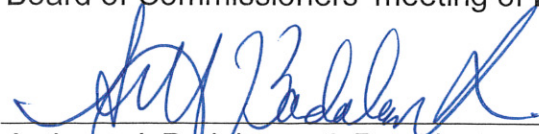
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Motion: by Commissioner Christian-Bennett, seconded by Commissioner Tinlin that the Board adjourns the Meeting of **December 5th, 2023 at 11:05 AM.**

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

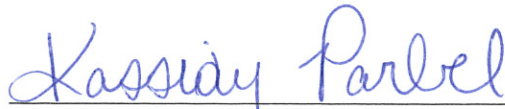
Motion Carries

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of **December 5th, 2023.**


Anthony J. Badalamenti, President


Sabrina Christian-Bennett, Vice President


Mike Tinlin, Board Member


Cassidy Parbel, Clerk