



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, February 1st, 2024

9:00 AM

Commissioners' Board Room

The following meeting minutes are summarized. Audio recordings and backup material are available in accordance with the Commissioners' Agenda and Audio Recording Retention Schedule.
Please contact the Commissioners' Office for specific details.

The Portage County Board of Commissioners' meeting came to order in the Commissioners' Boardroom located at 449 South Meridian Street, Ravenna, Ohio, with the following members present:

Attendee Name	Title	Status
Anthony J. Badalamenti	President	Present
Sabrina Christian-Bennett	Vice President	Present
Mike Tinlin	Board Member	Present

Also attending throughout the day was County Administrator Michelle Crombie.

1. The Board of Commissioners approves the January 11th regular meeting minutes.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

2. The Board of Commissioners approves the January 25th 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 to hire Anthony Ellis for Social Service 4 Worker, Portage County Job & Family Services to be effective as of Monday, February 5, 2024.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

2. Authorize to promote Bruce Rininger for Water Chief Operator, Portage County Water Resource to be effective as of Monday, December 25, 2023.
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 probationary removal for Chambray Flowers for JFS Driver, Portage County Job & Family Services to be effective as of Thursday, January 25, 2024.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea;
Motion Carries

4. Authorize the three-day internal posting of the full-time JFS Driver for Portage County Job & Family Services with external posting if no internal appointment is made.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea;
Motion Carries

5. Authorize to hire April Mong for Case Manager, Portage County Job & Family Services to be effective as of Monday, February 12, 2024.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea;
Motion Carries

6. Approve anniversary and/or step increases for the following non-bargaining employees:
 - o Sheryl Kendrick
 - o Kristi Gellner**Motion: Commissioner Christian-Bennett**
Seconded: Commissioner Tinlin
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea;
Motion Carries

DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: County Administrator Michelle Crombie

Journal Entries:

1. The Board of Commissioners authorizes Commissioner Anthony J. Badalamenti, President of the Board, to sign the Ohio Water Development Authority (OWDA) Local Government Agency Payment Instruction Form as requested by Water Resources 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

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 January 25, 2024 bills/ACH payments, wires, journal vouchers and then & now's, as applicable, contingent upon the verification of the reports as presented by the County Auditor and reviewed by the Department of Budget and Financial Management.

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	\$1,998,904.50	(Includes late fees of: \$322.27)
ACH/Neil Group of	\$20.00	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$0	
Journal Vouchers totaling:	\$27,165.89	
Then and Now list totaling:	\$1,464,707.35	
Debt Service wire list:	\$0	
BWC Wires:	\$86,658.00	

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

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

Resolutions:

1. Delegating to the Director of Budget and Financial Management the Authorization to Complete Ohio Water Development Authority Payment Instruction Forms on Behalf of the Board./Resolution No. 24-0076
2. Transfer from Fund 0001, General Fund to Fund 1410, Public Assistance Fund./Resolution No. 24-0077
3. Transfer from Fund 1501, American Rescue Plan to Fund 5600, Streetsboro Sewer General Administration./Resolution No. 24-0078
4. Authorize the Application to Ohio Department of Health Fluoridation Assistance Program for the Portage County Public Water System, for the Portage County Water Resources Department./Resolution No. 24-0079

Commissioner Tinlin commented before voting that there are some very good studies as to why this should not be done.

5. Transfer from Fund 1275, RLF CDBG Economic Development to Fund 1251, CDBG County Formula./Resolution No. 24-0080

WATER RESOURCES

Present: Director Daniel Blakely

Discussion:

Commissioner Badalamenti had commented before voting on the Ohio Department of Health Fluoridation Assistance Program that there are some very good studies as to why this should not be done. Director Blakely stated that he would like to have a discussion concerning this at one point, and he believes that it would have to be voted on County wide.

Commissioner Badalamenti stated that the man who implemented fluoride treatment tried to pull back due to the long-term damage. They would like to explore the topic further.

1. Invoice Cloud

a. Resolution #5 under Internal Services

Director Blakely states that they were looking for a more advanced, automated program that would allow customers to receive texts, emails, and easier access to their accounts

through email. Customers would have access to a portal where they could view the last two years of invoices. He states that one of the biggest complaints that they have from customers is that they are unable to view bills and see their past usage. Director Blakely thinks that Mahoning County uses Invoice Cloud in the Auditor's Department. In Youngstown, the Water Department uses Invoice Cloud. There is a convenience factor with using the system with a charge. If paying with a credit card, the extra amount is \$2.75 and there is a \$.50 charge for an ACH payment or electronic check.

Commissioner Badalamenti confirmed that it would not be required for people to pay in this manner. His concern is for people that do not have access to the internet or email. Commissioner Tinlin asked if the customers would be able to download their past billings as soon as the program is implemented, or if they would have to wait 2 years. Commissioner Badalamenti asked if 2 years of data must be inputted.

Director Blakely thinks that they would have to start building the data at the implementation.

Director Blakely also wants to update the Commissioners on Natural Essentials. Last year the company was served a notice of violation that included an extra fee. According to the EPA, notice of this happening needs to be included in the newspaper by a deadline. The Water Resources Department is planning on running the legal notice on Monday. Director Blakely wanted the Commissioners to be aware.

Commissioner Tinlin asked if the company has been notified? They have not been notified, but Director Blakely states that they will let them know of the publication. The Commissioners agree that it should be done, and the right thing to do is to notify the company that this notice will be published.

Journal Entry:

1. The Board of Commissioners signed the application and certificate for payment for the final payment of \$4,887.44 for the Atwater Clarifier#1 Improvement project PC (22-120) payment to W.E Dowie Company, Inc. as presented by the Water Resources Department.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

INTERNAL SERVICES

Present: County Administrator Michelle Crombie

Commissioner Badalamenti would like to mention that Director Kautzman and Director Petty are participating in Leadership Portage County today, which is why they are absent.

Discussion:

1. Project Updates

- The Administration Building, Auditors Office renovations, work on the 1st and 7th floor. - There will be a meeting the week of February 5th with the architect.

Commissioner Christian-Bennett asked for clarification as to what work would be performed on the first floor. Administrator Crombie states that the list refers to the floor leaks in the Building Department that Director Kautzman has mentioned in the past.

The bathrooms are complete on the first floor.

Veterans Services would like a fob pad installed in the area leading from the stairwell. They stated that anyone can walk up and get into the area behind closed doors. The cost is \$3,895.19. If this area is taken over by JFS when Veterans move to the Annex Building, they would like the fob pad as well.

The location of this entry is right outside the Building Department where there is a staircase that anyone can enter. The Commissioners agree that it is a good idea. The money will come out of the Maintenance budget.

- Ravenna Courthouse – installation of a wall is complete in the newly remade parking lot. Everyone agrees that the parking lot looks amazing.

-The main elevator is up and running. Currently work is being completed on the jail elevator and it should be completed sometime in April. The project is behind just a bit, due to work being performed so as not to interfere with the 3rd floor courtroom schedule.

Commissioner Badalamenti would like to mention that more information is being received regarding Judge Smith's request for use of the space in the Riddle Block Building.

County Administrator Crombie notes that the resolution regarding the Invoice Cloud for Water Resources specifically states that the program is just a courtesy and is not mandated.

Resolutions:

1. The Board of Commissioners agrees to enter into an agreement for professional services with the Portage County Common Pleas Court Domestic Relations Division and Dixie L. Benshoff Ph.D. Parenting Program./Resolution No. 24-0081
2. The Board of Commissioners agrees to enter into an amendment No. 3 for transportation services with Portage County Job & Family Services and Portage Area Regional Transportation Authority (PARTA)./Resolution No. 24-0082
3. The Board of Commissioners agrees to amend Resolution No. 23-0634 adopted October 26, 2023 for the conditional acceptance of substantial completion of street, storm, sewer and drainage improvements in the Cranberry Creek Phase IV Subdivision, Brimfield Township; to correct the completion date of the project./Resolution No. 24-0083

4. The Board of Commissioners agrees to amend Resolution No. 23-0635 for the conditional acceptance of substantial completion of street, storm, sewer, and drainage improvements in the Germaine Reserve Phase II Subdivision, Franklin Township; to correct the completion date of the project./Resolution No. 24-0084
5. The Board of Commissioners authorizes the enter into an agreement with Invoice Cloud, Inc for a period of three (3) years to provide web-based services for the purpose of accepting online payments for the customers of the Portage County Water Resources Department./Resolution No. 24-0085
6. The Board of Commissioners amends Resolution No. 24-0031, adopted January 11, 2024: Authorizing to enter into agreement with United Service Group (USG) Water Solutions, LLC for a multi-year asset maintenance program for wastewater treatment tanks located in Portage County for the Portage County Water Resources Department; to correct the company name awarded the bid to be Utility Services Company, LLC./Resolution No. 24-0086

JOB AND FAMILY SERVICES

Present: Vanessa Beard

Resolution:

1. Transfer from Fund 1413, WIA Fund to Fund 1410 Public Assistance Fund./Resolution No. 24-0087

EMERGENCY MANAGEMENT AGENCY

Present: Director Ryan Shackelford

Discussion:

1. MARCS Tower Project Contingency Funding

Director Shackelford states that at the last meeting of December, the EMA Department approached the Commissioners for additional funding so they could move forward with the contractor of the MARCS project. Due to the shelters, the project is a little more expensive than originally thought. Because additional funds were sought after, a contingency plan was never established for the event of a change-order. Director Shackelford states that currently there is a potential change-order in Suffield, and they have not broken ground at the site yet. He doesn't think that the change-order will be the responsibility of the Department, and they are still in discussions involving the obligation. Director Shackelford states that there may be other subtle issues that arise where he will not have the ability to approve a few hundred-dollar increase. This could potentially slow the project's progress. He's asking that funding be moved over for any potential change-orders that come about between now and April.

Commissioner Christian-Bennett asks if Director Shackelford has discussed this with Director Petty. She also states that contingency is about 10% of a project. Director Shackelford was looking to put \$50,000 aside so the project will not be delayed.

Administrator Crombie suggests a "Project Line," where the funding would be specific to just the contingency. Director Shackelford could still come in and keep the Board informed on any change-order. Director Petty is aware, and she can bring forward the resolution next week.

Commissioner Tinlin states that he is ok with the decision, however he would like to be updated as to what the factors are for the change-orders. Director Shackelford states that the current potential change-order is an air box that may be necessary to be built over a pipeline. There is a pipeline that runs right through the access road at the Suffield site. The energy company states that according to their rules nothing can be built within 1,500 feet of the pipeline. This "rule" is being navigated by ODNR. They are currently 180 feet away from the pipeline. Ultimately, he feels that they will be OK but if they must build an airbox to help lift cranes over the line, a change-order will most likely be required for around \$10,000. The need for protection of the pipeline was identified in the specifications given to the vendor, so Director Shackelford feels that the accrued cost would be the vendor's responsibility.

The Commissioners agree that a contingency should be given, and Administrator Crombie clarifies that Director Shackelford will keep the Board informed. His idea is to keep a running excel document, and if there is a change-order he will inform the Commissioners by email. Director Shackelford also states that at the other 2 MARCS Towers' sites, the foundation is dug, and the rebar was installed as of the 31st of January. He mentions an issue with the property arrangements and communications with 2 state agencies ODNR and Ohio DAS. Information regarding the issue was provided in April. He is not sure what the delay is.

MISCELLANEOUS

Journal Entries:

1. Board of Commissioners' acknowledgement of receipt of the January 28, 2024 Certificate of County Auditor that the total appropriations from each fund **do exceed** the official estimate of resources as presented by the County Auditor's office.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
 Commissioner Badalamenti, Yea;
Motion Carries
2. In accordance with the previously adopted Resolution No. 24-0037 Authorizing the Portage County Board of Commissioners to Enter into an Employment Agreement with the Portage County Land Reutilization Corporation, the Board further approves and ratifies the execution of the County-Land Bank Employment Agreement by the President of the Board of Portage County Commissioners, on behalf of the Board of Portage County Commissioners.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
 Commissioner Badalamenti, Yea;
Motion Carries

Resolutions:

1. The Board of Commissioners amend Resolution No. 24-0007, adopted January 8, 2024: Portage County Commissioners Board Appointments for the year 2024./Resolution No. 24-0088
2. The Board of Commissioners amend Resolution No. 23-0664 adopted November 9, 2023: appointment to serve on the Portage County Transportation Improvement District (TID); to replace John Kovacich with Bruce Lange./Resolution No. 24-0089

Commissioner Badalamenti would like to mention the rumor that the Board of Commissioners is de-funding the police, i.e.: Sheriff's Department. He wants it to be known that since the Sheriff has taken office, the Board has invested 8 million dollars in the department. He states that the only thing that has been denied are add-ons. Any add-ons are always looked at individually for every department. The budget has grown by 8 million dollars in 3 years.

Commissioner Christian-Bennett states that the additional requests need to be viewed as items that have not been budgeted for. Sometimes items are put on hold because the funding is not available at that time. Commissioner Badalamenti adds that many people from the public are asking about this topic and that is why he wanted to give the public comment.

There is an add on Journal Entry read to the record:

3. The Board of Commissioners authorizes Christa Rossi, Intelligence Analyst with the Portage County Sheriff's Office, to electronically complete and sign, on behalf of Commissioner Mike Tinlin, the Equal Employment Opportunity Certification form for the OCJS JAG2023 Grant #2023-JG-A01-6775.

Commissioner Christian-Bennett states that she has questions about this. She wonders if this is a typo, and it should state Commissioner Badalamenti and not Commissioner Tinlin.

Commissioner Tinlin explains that several months after the new body cams were distributed, there was an attempt to do an add-on to the body-cam program. Somehow when the cameras came in, he was added to the system even though he asked to be taken off. For the grant that was due today, he needed to sign the grant application for 8 new body cameras but is having himself removed from future transactions. He has no idea how he was listed to sign.

Commissioner Christian-Bennett questions it and asks Administrator Crombie if this has been run by the Prosecutor. She states that she believes that there is a resolution that states Commissioner Tinlin specifically. This is specific for the EEOC Certificate where it would authorize Christa Rossi in lieu of Commissioner Tinlin. She doesn't think that it is much of an issue, but more research can be done. A few other things are being looked at for the entire program, so it's not done away with. This particular certificate needs to be signed today.

Commissioner Christian-Bennett would like to hold this until after public comment to make sure that it's correct. Commissioner Badalamenti notes the fact that they have mentioned the inconvenience several times about things coming up last minute.

RECESS: 9:34 AM

RECONVENE: 11:00 AM

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**RESOLUTION NO. 24-0076 - RE: DELEGATING TO THE DIRECTOR OF
BUDGET AND FINANCIAL MANAGEMENT
THE AUTHORIZATION TO COMPLETE OHIO
WATER DEVELOPMENT AUTHORITY
PAYMENT INSTRUCTION FORMS ON
BEHALF OF THE BOARD**

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

- WHEREAS,** the Board of Commissioners by Resolution No. 22-0528, authorized the Portage County Water Resources Department (PCWR) to submit a design loan application to the Ohio Environmental Protection Agency (OEPA) to the Water Pollution Control Loan Fund (WPCLF) Program; and
- WHEREAS,** the Ohio Water Development Authority (OWDA) manages the OEPA loan program; and
- WHEREAS,** OWDA requires the President of the Board, or a person delegated by the Board to complete the Payment Instruction Forms via DocuSign; now therefore be it
- RESOLVED,** that this Board of Commissioners delegates to the Director of Budget and Financial Management the authorization to complete the OWDA Payment Instruction Forms via DocuSign; 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; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board, and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public, in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea;

Mike Tinlin, Yea;

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RESOLUTION NO. 24-0077

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**RE: TRANSFER FROM FUND 0001, GENERAL
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 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 \$28,850.93 for the month of February 2024 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

\$28,850.93

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Credit Revenue Account

Object: 280000 – Transfer In

Project: NONE

\$28,850.93

; 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

RESOLVED, that the County Auditor is hereby requested to make said cash transfer by

Journal Entry, and that a certified copy of this resolution be filed with the Portage County Auditor 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 a 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. 24-0079 - RE: AUTHORIZE THE APPLICATION TO OHIO
DEPARTMENT OF HEALTH FLUORIDATION
ASSISTANCE PROGRAM FOR THE
PORTAGE COUNTY PUBLIC WATER
SYSTEM, 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, Portage County Water Resources Department (PCWR) adds fluoride to water at the Brimfield and Shalersville water treatment plants; and

WHEREAS, the equipment is in need of replacement at both water treatment plants; and

WHEREAS, the Ohio Department of Health (ODH) is offering funding to public water systems to replace their fluoridation equipment; and

WHEREAS, ODH is accepting applications for up to 90% funding to replace fluoridation equipment; now therefore be it

RESOLVED, that this Board of Commissioners authorizes the Water Resources Department to submit an application to the ODH Fluoridation Assistance

Program for up to 90% reimbursement for new fluoridation equipment at the
Brimfield and Shalersville water treatment plants; 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
program; 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, that the Board of Commissioners finds and determines that all formal
actions of this Board concerning and relating to the adoption of this
resolution were taken in an open meeting of this Board and that all
deliberations of this Board that resulted in those formal actions were in a
meeting open to the public in compliance with the law including Section
121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

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RESOLUTION NO. 24-0080 - RE: TRANSFER FROM FUND 1275, RLF CDBG
ECONOMIC DEVELOPMENT TO FUND 1251,
CDBG COUNTY FORMULA

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

WHEREAS, on November 16, 2023 the Board of Commissioners approved a grant via
journal entry of \$31,240.00 in CDBG Revolving Loan Funds for the
Freedom Township School ADA project, now therefore be it

RESOLVED, that the following transfer be made, in the total amount of \$31,240.00:

FROM:

FUND 1275, RLF CDBG ECONOMIC DEVELOPMENT

ORGCODE- 12750019

Debit Expense Account

Object 910000 – Transfer Out

\$ 31,240.00

TO:

FUND 1251, CDBG COUNTY FORMULA

ORGCODE – 12510812

Credit Revenue Account

Object 280000 – Transfer In

\$ 31,240.00

; and be it further

RESOLVED, that the County Auditor is hereby requested to make said cash transfer by Journal Entry, and that a certified copy of this resolution be filed with the Portage County Auditor, and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a 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. 24-0081	-	RE:	ENTER INTO AN AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN THE BOARD OF COMMISSIONERS, PORTAGE COUNTY COMMON PLEAS COURT DOMESTIC RELATIONS DIVISION AND DIXIE L. BENSHOFF, Ph.D. PARENTING PROGRAM.	

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

WHEREAS, the Domestic Relations Division of the Court of Common Pleas of Portage County Ravenna, Ohio, is charged with resolving domestic issues related to divorce, dissolution, and legal separation in Portage County, Ohio; and

WHEREAS, the Domestic Relation Division is currently engaged in a parenting program and desires to engage the services of a professional to assist in the program; and

WHEREAS, the parenting project is a program of education for parents of children involved in a legal separation, divorce, or dissolution action in Portage County, Ohio and;

WHEREAS, this Program has been determined to be beneficial for children in reducing the stress associated with divorce crisis and post-divorce family adjustment; and

WHEREAS, Dixie L. Benshoff, Ph.D. is a professional psychologist duly licensed to practice in the State of Ohio and desires to render professional services; now therefore be it

- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into an Agreement between the Board and Dixie L. Benshoff, Ph.D. at the agreed upon rate, not to exceed Thirty-Three thousand, three hundred, ninety and 00/100 dollars (\$33,390.00) per year, to be paid monthly in the amount of One thousand, eight hundred fifty-five and 00/100 dollars (\$1,855.00); and be it further
- RESOLVED,** that the Agreement shall be in effect from January 1, 2024 until December 31, 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 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. 24-0082 - RE: ENTER INTO AMENDMENT NO. 3 FOR
TRANSPORTATION SERVICES BETWEEN
THE BOARD OF COMMISSIONERS ON
BEHALF OF PORTAGE COUNTY JOB &
FAMILY SERVICES AND PORTAGE AREA
REGIONAL TRANSPORTATION AUTHORITY
(PARTA).**

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. 20210390 (the "Original Contract") on April 1, 2021 by Resolution No. 21-0229 to provide Transportation Services for eligible PCJFS clients to and from appointments or employment/training sites; and
- WHEREAS,** an Amendment No. 1 was entered into on March 3, 2022 through Resolution No. 22-0161 to renew the agreement one (1) additional year from May 1, 2022 through April 30, 2023; and
- WHEREAS,** an Amendment No. 2 was entered into on April 6, 2023 through Resolution No. 23-0248 to renew the agreement one (1) additional year from May 1, 2023 through April 30, 2024; 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. 3 between the Board of Commissioners on behalf of Portage County Job & Family Services and Portage Area Regional Transportation Authority (PARTA) that to add verbiage to Procedure, Section 2, Letter A, add number 4, effective January 23, 2024; and be it further

RESOLVED, that the total amount of this Agreement with the term being May 1, 2023 through April 30, 2024 remains not to exceed One hundred fifty thousand and 00/100 dollars (\$150,000.00); 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. 24-0083

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**RE: AMENDING RESOLUTION NO. 23-0634
ADOPTED OCTOBER 26, 2023 FOR THE
CONDITIONAL ACCEPTANCE OF
SUBSTANTIAL COMPLETION OF STREET,
STORM SEWER AND DRAINAGE
IMPROVEMENTS IN THE CRANBERRY
CREEK PHASE IV SUBDIVISION,
BRIMFIELD TOWNSHIP; TO CORRECT THE
COMPLETION DATE OF THE PROJECT**

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

WHEREAS, Board of Commissioners of Portage County, Ohio, Resolution No. 23-0634, adopted October 26, 2023, regarding Conditional Acceptance of Substantial Completion of Street, Storm Sewer and Drainage Improvements in the Cranberry Creek Phase IV Subdivision, Brimfield Township; and

- WHEREAS,** it is necessary to amend Resolution No. 23-0634 to correct a clerical error of the date marking substantial completion for the Improvements described in said Resolution; now therefore be it
- RESOLVED,** that this Board hereby amends Resolution No. 23-0634 so that the date marking substantial completion for the Improvements described in said Resolution be corrected from "the 26th day of October, 2023" to "the 7th day of October, 2022"; and be it further
- RESOLVED,** all other provisions of Resolution 23-0634 shall remain in full force and effect; 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 adopted in an open meeting of this Board and 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. 24-0084 - RE: AMENDING RESOLUTION NO. 23-0635 FOR
THE CONDITIONAL ACCEPTANCE OF
SUBSTANTIAL COMPLETION OF STREET,
STORM SEWER AND DRAINAGE
IMPROVEMENTS IN THE GERMAINE
RESERVE PHASE II SUBDIVISION,
FRANKLIN TOWNSHIP; TO CORRECT THE
COMPLETION DATE OF THE PROJECT**

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

- WHEREAS,** Board of Commissioners of Portage County, Ohio, Resolution No. 23-0635, adopted October 26, 2023, regarding Conditional Acceptance of Substantial Completion of Street, Storm Sewer and Drainage Improvements in the Germaine Reserve Phase II Subdivision, Franklin Township; and
- WHEREAS,** it is necessary to amend Resolution No. 23-0635 to correct a clerical error of the date marking substantial completion for the Improvements described in said Resolution; now therefore be it

RESOLVED, that this Board hereby amends Resolution No. 23-0635 so that the date marking substantial completion for the Improvements described in said Resolution be corrected from "the 26th day of October, 2023" to "the 15th day of December, 2022"; and be it further

RESOLVED, all other provisions of Resolution 23-0635 shall remain in full force and effect; 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 adopted in an open meeting of this Board and 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. 24-0085

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**RE: AUTHORIZING TO ENTER INTO
AGREEMENT WITH INVOICE CLOUD, INC.
FOR A PERIOD THREE YEARS TO PROVIDE
WEB BASED SERVICES FOR THE PURPOSE
OF ACCEPTING ONLINE PAYMENTS FOR
THE CUSTOMERS OF THE PORTAGE
COUNTY WATER RESOURCES
DEPARTMENT.**

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

WHEREAS, the Portage County Water Resources Department is in need of web based services for the purposes of accepting online payments for invoiced water and sewer bills. The service will allow PCWR to offer payment processing in a securely hosted real-time environment; and

WHEREAS, Portage County Water Resources customers will be able to locate, view, and print bills or invoices and payment records online and pay using credit cards, debit cards, and electronic checks; and

WHEREAS, Invoice Cloud provides an additional method of payment for Portage County Water Resources customers; and

WHEREAS, Portage County Water Resources requests authorization to enter into a three year agreement with Invoice Cloud, Inc. to provide a web-based

platform service as stipulated in the Biller Agreement; now therefore be it

- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into a three-year agreement with Invoice Cloud, Inc. of 30 Braintree Hill Office Park, Suite 300, Braintree, MA 02184; and be it further
- RESOLVED,** the work will be funded from the Portage County Fund 52006004, Fund 54006004, and Fund 56006004; and be it further
- RESOLVED,** that the total service amount under this Agreement shall not exceed Seven thousand, five hundred dollars (\$7,500); and be it further
- RESOLVED,** that the term shall be for (3) years beginning February 1, 2024, and ending January 31, 2027, with an option for the County to renew at the end of the term for three (3) additional years; 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 taking 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 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. 24-0086	-	RE:	AMEND RESOLUTION NO. 24-0031 ADOPTED JANUARY 11, 2024 AUTHORIZING TO ENTER INTO AGREEMENT WITH UNITED SERVICE GROUP (USG) WATER SOLUTIONS, LLC FOR A MULTI-YEAR ASSET MAINTENANCE PROGRAM FOR WASTEWATER TREATMENT TANKS LOCATED IN PORTAGE COUNTY FOR THE PORTAGE COUNTY WATER RESOURCES DEPARTMENT; TO CORRECT THE COMPANY NAME AWARDED THE BID TO BE UTILITY SERVICES COMPANY, LLC	

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

WHEREAS, on January 11, 2024 the Board of Commissioners adopted Resolution No.

24-0031 authorizing to enter into agreement with United Service Group (USG) Water Solutions, LLC for a multi-year asset maintenance program for wastewater treatment tanks located in Portage County for the Portage County Water Resources Department; and

- WHEREAS,** there was an error in the correct name of the company that was awarded the bid, as it was actually awarded to Utility Services Company, LLC; and
- WHEREAS,** the other information that was given in the original resolution is correct and accurate besides the name of the company; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into a multi-year service agreement with Utility Services Company, LLC of 535 General Courtney Hodges Boulevard, PO Box 1350. Perry, GA 31069; and be it further
- RESOLVED,** the work will be funded from the Portage County Sewer Fund 52001004 400000; 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 Budget and Financial Management, the Department of Internal Services, and the County Auditor within 15 days after its passage, 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 taking 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 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. 24-0087 - 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 \$46,921.54 for the 2nd Qtr SFY23 Jul-Sep 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 \$ 20,056.76

Project 3B278 \$ 20,056.77

Project 3A225 \$ 6,808.01

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Credit Revenue Account

Object: 282000 – JFS Shared

Project 5SHAR \$ 46,921.54

; 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. 24-0088

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**RE: AMENDS RESOLUTION No. 24-0007,
ADOPTED JANUARY 8, 2024: PORTAGE
COUNTY COMMISSIONERS BOARD
APPOINTMENTS FOR THE YEAR 2024.**

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

WHEREAS, the Board of Commissioners adopted Resolution No. 24-0007 on January 8, 2024, making various board appointments for the year 2024; and

- WHEREAS,** there was a need for a Designated Alternate under the NEFCO Board as the previous person retired, and there has been a new person appointed as Designated Alternate for NEFCO monthly Board meetings; and
- RESOLVED,** that the Board of Commissioners agrees to amend Resolution 24-0007, adopted January 8, 2024, Board Appointments for 2024, to reflect the following changes in **BOLD** on the attached Exhibit A due to the retirement of Mary Helen Smith; and be it further
- RESOLVED,** that all other appointments on Resolution No. 24-0007 remain intact; and be it further
- RESOLVED,** that the above-mentioned appointment is effective immediately through the next organizational meeting of the Board or passage of said Board appointment Resolution; and be it further
- RESOLVED,** that a certified copy of this resolution be forwarded to the Commissioners, the County Administrator, the Commissioners' Clerk, the Commissioners' Administrative Assistant and all Board Appointment Representatives and Alternates; 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;

EXHIBIT A

BOARD	REPRESENTATIVE	ALTERNATE
911 Planning Committee	Anthony J. Badalamenti	Sabrina Christian-Bennett
President (ORC 128.06)		
AMATS Policy Committee	Anthony J. Badalamenti	Debbie Mann
Board of Commissioners (AMATS bylaws)	Mike Tinlin	Michelle Crombie
	Sabrina Christian-Bennett	Michael Hlad
AMATS Technical Advisory Committee	Tom Hardesty	N/A
Portage County Small Villages (TAC bylaws)		

Board of Revisions	Anthony J. Badalamenti	Sara Hoag
1 Commissioner (ORC 5715.02)		Sarah Metts
		Michelle Crombie
Combined General Health District Advisory Council	Anthony J. Badalamenti	N/A
President (ORC 3709.03)		
Community Corrections Board	Sabrina Christian-Bennett	Mike Tinlin
1 Commissioner (ORC 5149.34)		
CCAO Service Corporation Energy Program Board of Participants	Shannon Kautzman	Claire Philpot
Appointing Representative & Alternate to Natural Gas Purchase Program		Jackie Petty
County Commissioners' Association of Ohio (CCAO) Voting Member at the Annual Meeting	Anthony J. Badalamenti	Mike Tinlin
Representative and Alternate		
Data Processing Board	Mike Tinlin	Michelle Crombie
Commissioner (ORC 307.84)		
Emergency Food & Shelter Board of Portage County (Federal Board)	Anthony J. Badalamenti	Kellijo Jeffries
BOC President & EMA (EFSB Responsibilities & Requirements Manual)	Ryan Shackelford	Brett Lee
Family & Children's First Council	Mike Tinlin	Anthony J. Badalamenti
(ORC 121.37)		
Investment Advisory Committee	Sabrina Christian-Bennett	Mike Tinlin
Two commissioners (ORC 135.341)	Anthony J. Badalamenti	N/A
Landbank Board of Directors	Sabrina Christian-Bennett	Anthony J. Badalamenti
Two commissioners (ORC 1724.03, bylaws)	Mike Tinlin	N/A
Local Emergency Planning Commission	Sabrina Christian-Bennett	N/A
(ORC 3750.03)	Anthony J. Badalamenti	N/A
	Mike Tinlin	N/A

Northeast Consortium Council of Government (NOC COG)	Sabrina Christian-Bennett	Mike Tinlin
Local Elected Official		
Northeast Ohio Four County Regional Planning and Development Org. (NEFCO)		
Board of Commissioners has 6 reps.	Daniel Blakely	Tia Rutledge
	Todd Peetz	Gail Gifford
	Joseph Diorio	Justin Rechichar
	Sabrina Christian-Bennett	Mike Tinlin
		N/A
	Amos Sarfo	Eric Long
NEFCO Environmental Technical Advisory Committee (ERTAC)		
NEFCO ERTAC Bylaws	Ron Etling	N/A
NEFCO Comprehensive Economic Development Strategy (CEDS) Committee		
	Brad Ehrhart	Diana Fierle
Ohio Public Works District 7 Integrating Committee		
See 21-421, 3 yr term ending 5-30-2024	Sabrina Christian-Bennett	Mike Tinlin
	Larry Jenkins	Mike Collins
Portage Development Board Executive Committee		
Portage-Geauga Joint BOC	Sabrina Christian-Bennett	Mike Tinlin
Board of Commissioners	Anthony J. Badalamenti	N/A
	Sabrina Christian-Bennett	N/A
	Mike Tinlin	N/A
Ravenna Arsenal Restoration Board		
(RAB operating policy)	Ryan Shackelford	Brett Lee
Records Commission		
1 Commissioner (ORC 149.38)	Mike Tinlin	N/A
Regional Planning Commission		
Board of Commissioners	Sabrina Christian-Bennett	Matt Adelman
(RPC bylaws)	Anthony J. Badalamenti	Debbie Mann
	Mike Tinlin	Michelle Crombie
	Daniel Blakely	Tia Rutledge
	Larry Jenkins	Mike Collins

Solid Waste Management District Policy Committee	Anthony J. Badalamenti	Michelle Crombie
ORC 3734.54		
Storm Water Task Force	Mike Tinlin	N/A

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RESOLUTION NO. 24-0089

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RE: **AMEND RESOLUTION NO. 23-0664
ADOPTED NOVEMBER 9, 2023:
APPOINTMENT TO SERVE ON THE
PORTAGE COUNTY TRANSPORTATION
IMPROVEMENT DISTRICT (TID); TO
REPLACE JOHN KOVACICH WITH BRUCE
LANGE**

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

- WHEREAS,** On November 9, 2023, the Portage County Board of Commissioners approved the appointments of the following members: Claudia Amrhein, Glenn Broska, Brad Ehrhart, Larry Jenkins and John Kovacich; and
- WHEREAS,** we were made aware John Kovacich is no longer a Portage County Atwater Township Associate, therefore he is unable to hold this position on the Transportation Improvement District Board; and
- WHEREAS,** Bruce Lange was nominated by Dave Kemble at the Portage County Township Association Meeting on November 18, 2023 to replace John Kovacich on the Transportation Improvement District Board; and
- WHEREAS,** Chapter 5540 of the Ohio Revised Code authorizes a Board of County Commissioners, or a County Commissioners, to create a Transportation Improvement District (TID) to take advantage of opportunities and benefits made available only through a TID to plan, construct and improve highways, roads, bridges, interchanges and accompanying capital improvements and developments throughout a county; and
- WHEREAS,** the Board of Commissioners adopted Resolution No. 15-0542 on June 23, 2015 creating the Portage County Transportation Improvement District consistent with Section 5540.02(C)(2) of the Ohio Revised Code. The Board of Commissioners established the territorial jurisdiction of the Portage County TID to be consistent with the territorial jurisdiction of Portage County, and inclusive of all unincorporated territory and municipal corporations within the County; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners appoints the following five (5) members to continue to serve on the Portage County

Name	Organization
Claudia Amrhein	PARTA General Manager
Glenn Broska	City of Streetsboro Mayor
Brad Ehrhart	Portage Development Board President
Larry Jenkins	Portage County Engineer
Bruce Lange	Portage County Charlestown Township Associate

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

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

Seconded: Commissioner Tinlin

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

Motion Carries

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

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

5. Authorize to hire April Mong for Case Manager, Portage County Job & Family Services to be effective as of Monday, February 12, 2024.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

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

- Sheryl Kendrick
- Kristi Gellner

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

7. The Board of Commissioners authorizes Commissioner Anthony J. Badalamenti, President of the Board, to sign the Ohio Water Development Authority (OWDA) Local Government Agency Payment Instruction Form as requested by Water Resources 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

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

8. Direct the Auditor's Office to pay/process the January 25, 2024 bills/ACH payments, wires, journal vouchers and then & now's, as applicable, contingent upon the verification of the

reports as presented by the County Auditor and reviewed by the Department of Budget and Financial Management.

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	\$1,998,904.50	(Includes late fees of: \$322.27)
ACH/Neil Group of	\$20.00	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$0	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$0	
Journal Vouchers totaling:	\$27,165.89	
Then and Now list totaling:	\$1,464,707.35	
Debt Service wire list:	\$0	
BWC Wires:	\$86,658.00	

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

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

10. The Board of Commissioners signed the application and certificate for payment for the final payment of \$4,887.44 for the Atwater Clarifier#1 Improvement project PC (22-120) payment to W.E Dowie Company, Inc. as presented by the Water Resources Department.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

11. Board of Commissioners' acknowledgement of receipt of the January 28, 2024 Certificate of County Auditor that the total appropriations from each fund **do exceed** the official estimate of resources as presented by the County Auditor's office.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

12. In accordance with the previously adopted Resolution No. 24-0037 Authorizing the Portage County Board of Commissioners to Enter into an Employment Agreement with the Portage County Land Reutilization Corporation, the Board further approves and ratifies the execution of the County-Land Bank Employment Agreement by the President of the Board of Portage County Commissioners, on behalf of the Board of Portage County Commissioners.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

13. The Board of Commissioners authorizes Christa Rossi, Intelligence Analyst with the Portage County Sheriff's Office, to electronically complete and sign, on behalf of Commissioner Mike Tinlin, the Equal Employment Opportunity Certification form for the OCJS JAG2023 Grant #2023-JG-A01-6775.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

Item was held for further discussion in the future

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Motion: by Commissioner Christian-Bennett, seconded by Commissioner Tinlin that the Board adjourns the Meeting of **February 1st, 2024 at 11:00 AM.**

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

Motion Carries

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of **February 1st, 2024.**


Anthony J. Badalamenti, President


Sabrina Christian-Bennett, Vice President


Mike Tinlin, Board Member


Kassidy Parbel, Clerk