



Portage County Board of Commissioners

Meeting Minutes

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

 Amy Hutchinson, Clerk
 330-297-3600

Thursday, March 3, 2022

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
Sabrina Christian-Bennett	President	Present
Anthony J. Badalamenti	Vice President	Present
Vicki A. Kline	Board Member	Present

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

The Board of Commissioners approves the February 24, 2022, regular meeting minutes.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

HUMAN RESOURCES

Present: Director Janet Kovick

Journal Entries:

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

1. Authorize the transfer of Erica Smith, Eligibility Specialist, to Eligibility Specialist – Benefit Recovery, replacing Madison Talley, in Portage County Job & Family Services, effective March 21, 2022. Since Ms. Smith is a current employee, pre-employment screenings are not required. Ms. Smith will serve a 270-day probationary period per the current CBA.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

2. Authorize the three-day internal posting of an Eligibility Specialist position, vacated by Erica Smith, for Portage County Job & Family Services, with external posting if no internal appointment is made.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

3. Accept the resignation of Ellise Presutto, Social Service Worker 3 – Group Home, for Portage County Job & Family Services effective March 10, 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

4. Authorize the three-day internal posting of a Social Service Worker 3 – Group Home position, vacated by Ellise Presutto, for Portage County Job & Family Services, with external posting if no internal appointment is made.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

5. Approve anniversary step increases for the following non-bargaining employees:

a. Rob Woolf – Maintenance III (Internal Services) – effective 2/28/2022

b. Darlene Baad – PCSA Administrator (JFS) – effective 2/4/2022

c. Kristi Gellner – JFS Supervisor – effective 2/4/2022

d. Scott Hendon – JFS Supervisor – effective 2/22/2022

e. Scott Lazzara – PCSA Supervisor (JFS) – effective 2/28/2022

f. Carly Spencer – CCMEP Supervisor (JFS) – effective 1/20/2022

g. Christine Herra – JFS Supervisor – effective 3/6/2022

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Resolution

1. Accept and Enter into a Successor Collective Bargaining Agreement between the Portage County Board of Commissioner and the Teamster Local Union No. 436 for employees in the office of the Portage County Building Department./Resolution No. 22-0151

DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT

Present: Director Joe Harris

Journal Entries:

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:

1. Direct the Auditor's Office to pay/process the February 24, 2022 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 Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Expenditure Review		
County Funds: (0001 – 8399)		
Bill Payment and ACH list totaling:		
Bill Payment list	\$525,834.17	(Includes late fees of: \$43.03)
ACH/Neil Group of	\$116.26	
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:	\$97,278.85	
Then and Now list totaling:	\$133,873.88	
Debt Service wire list:	\$0	

2. Process the February 24, 2022 budget amendments as reviewed and recommended by the Department of Budget and Financial Management.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Resolutions:

1. Transfer from Fund 0001, General Fund to Fund 1414, Child Support Administration./Resolution No. 22-0152
2. Transfer from Fund 0001, General Fund to Fund 1410, Public Assistance Fund./Resolution No. 22-0153
3. Transfer From Fund 1201, Motor Vehicle Gas Tax, To Fund 4251 (Ravenna Road Bridge Replacement)/Resolution No. 22-0154
4. Cash Advance Repayment from Fund 1412, Help Me Grow Fund to Fund 0001, General Fund./Resolution No. 22-0155
5. Cash Advance from Fund 0001, General Fund To Fund 1412, Help Me Grow Fund./Resolution No. 22-0156

GRANTS ADMINISTRATOR

Present: Allison Diehl

Discussion:

1. Retail Strategies ARPA funds request from the City of Streetsboro

Grants Administrator Diehl noted there is an ARPA request on the external list and it's coming from Streetsboro, Kent and a company called Retail Strategies. Commissioner Christian-Bennett would like to hear from them as they specialize in helping the retailers that have been hit hard by COVID and they also conducted a study on Portage County to see what areas would be the most beneficial for the funding. Commissioner Badalamenti and Commissioner Kline are also interested in hearing from them.

Grants Administrator Diehl asked if the Board wanted to see all the other external requests and Commissioner Badalamenti responded since this request is before the Board, he'd like to hear from them but would also like to be up to date with the rest of the external requests.

Commissioner Christian-Bennett noted this request is not a traditional request and she's asked them to look at Portage County as a whole, not just concentrating on Streetsboro and Kent areas.

Clerk Hutchinson noted the Boardroom still does not have Zoom capabilities and the Board agreed to hold the meeting via conference call. Grants Administrator Diehl will get them on the calendar next week.

Commissioner Christian-Bennett asked Administrator Crombie for an update on the streaming system in the Boardroom that is not working; and Administrator Crombie has been in touch with IT Director Lloyd Alger, who recommends the Board prepare correspondence to BIS as this should have been up and working by the end of last year. Commissioner Christian-Bennett asked Administrator Crombie to prepare correspondence to BIS to rectify the problem.

Grants Administrator Crombie noted the Board has a smartboard now, but she is unsure of its capabilities when it comes to zoom, and Director Harris is working with IT to get it set up. The Clerk will check with IT to see if it has the capability and whether it can be used for the meeting next week.

Resolutions:

Grants Administrator Diehl noted ARPA requires anything over \$10,000 to be given an adequate number of quotes, but it also provides the option to self-certify that anything \$50,000 and under is considered a micro-purchase and would not have to be bid out. If the Board adopts the draft resolution, it will make it uniform with state law.

1. Authorize the Self-Certification of a \$50,000 micro-purchase threshold for use of American Rescue Plan Act funds in accordance with 2 CFR Section 200.320 (a)(iii) and (iv)./Resolution No. 22-0157

MISCELLANEOUS

Journal Entries:

1. The Board of Commissioners signed the Subordination of Mortgage for Marilyn & Luis Mclat of 1665 State Route 183, Atwater, OH 44201 as requested by Neighborhood Development Services.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
 All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
 Commissioner Christian-Bennett, Yea;
Motion Carries
2. The Board of Commissioners acknowledged receipt of the Portage County Adult Probation Department 2021 Year-End Report presented by Hank Gibson, Chief of Probation.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
 All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
 Commissioner Christian-Bennett, Yea;
Motion Carries
3. The Board of Commissioners acknowledged receipt of the February 18, 2022 Certificate of the County Auditor that the Total Annual Appropriations from each fund do not

exceed the Official Certificate of Estimate Resources for the fiscal year beginning January 1, 2022, as presented by the Portage County Auditor's Office.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

4. The Board of Commissioners acknowledged receipt of the Amended Certificate of Estimated Resources Dated February 22, 2022, as presented by the Portage County Budget Commission.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

5. The Board of Commissioners acknowledged receipt of the February 28, 2022 Certificate of the County Auditor that the Total Annual Appropriations from each fund do not exceed the Official Certificate of Estimate Resources for the fiscal year beginning January 1, 2022, as presented by the Portage County Auditor's Office.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Resolutions:

1. Appointment of Lori Michelle Swickheimer to the Ohio Children's Trust Fund Regional Prevention Council./Resolution No. 22-0166
2. Acceptance of Donations to the Officer of the Portage County Dog Warden./Resolution No. 22-0167

PLEASE ADD TO YOUR AGENDA

March 3, 2022

COUNTY ADMINISTRATOR

Resolutions:

1. Accept the Settlement of claimed violation of a specific Safety Requirement Agreement for Richard Rabatin./Resolution No. 22-0168

2. Appointment of Frank Horack to the Portage County Board of Building Appeals./Resolution No. 22-0169

- Mr. Horack is requesting reappointment and Administrator Crombie asked if the Board wanted the position advertised or if it would like to move forward with Mr. Horack.
- Commissioner Badalamenti pointed out that Mr. Horack has been on the Board for 6 terms and the Board agreed to move ahead with the appointment.

Discussion:

1. March 2, 2022 correspondence from Prosecutor Viglucci, regarding a reduction of Violence Against Women Act grant.

Commissioner Badalamenti asked if the request is for salaries only and Administrator Crombie noted the request came in yesterday and staff was in training all day and didn't get a chance to research it. Commissioner Christian-Bennett would like to bring the request back after they've had time to research. Commissioner Christian-Bennett also noted this is the second year that funding has been reduced and it's a well-needed program. Commissioner Badalamenti remembers Prosecutor Viglucci discussing the issue with him at the end of last year.

Commissioner Kline wanted this item on today's agenda because she doesn't see how the Board can say no to the request. Commissioner Christian-Bennett pointed out that the letter states there may be some legislation that is still pending in the Senate and if that happens, it will restore at least a portion of the funding.

Administrator Crombie pointed out they are not against the request if it's something the Board wants to support.

The Board agreed to discuss the request next week once staff has time to review it.

INTERNAL SERVICES

Present: Director JoAnn Townend

Resolutions:

1. The Board of Commissioners declares the necessity to purchase one (1) Silverado Utility Truck for the County Auditor Weights & Measures Department./Resolution No. 22-0158
2. The Board of Commissioners agrees to enter into an agreement for professional services between the Board of Commissioners and Bricker & Eckler LLP./Resolution No. 22-0159
 - Commissioner Christian-Bennett asked if Ms. Diehl was able to verify how and when they utilize the higher paying attorneys and Ms. Diehl had a conversation with them last week and the County initiates the need for a senior attorney, it's not automatic.

- The County's rate will be between Jeffrey and Katelyn's hourly rate.

JOB AND FAMILY SERVICES

Present: Director Kellijo Jeffries and Sue Brannon, Budget & Finance Administrator Job, and Family Services

Discussion:

1. JFS November/December 2021 Data Report

- Public Assistance is pretty steady and consistent with the clients that are still coming into the office at 438 in the month of December, which is about an average of 100 residents a week. Individuals are still coming in as needed and also using the online services, as well.
- The Impact program is going to be replaced by the Connections program that Director Jeffries presented in December.
- At the end of December, Child Protective Services had 216 children in custody and as of Monday, there are 190.
- There are 7 youths right now in residential treatment and most of that is because of their efforts but also the new federal regulations under Family First, where they have to have a level of care assessment completed in order to ensure that children going to facilities are at that level to be in a facility.
- At the end of December, the Department had 180 staff and they have a lot of positions available but are struggling to get applicants applying for positions.
- There was a Virtual Job Fair recently, but it wasn't very well attended.
- Director Jeffries sent out several e-mails to Directors and Deans of Social Service colleges, to talk about the County and they are also interested in acquiring interns.
- Fully staffed employment for Job and Family Services would equal 203, but they are currently in the 180s.

Commissioner Badalamenti asked how to respond to the public when they say they've called the office but can't get anyone to answer the phone and Director Jeffries explained they can contact a Manager or Director Jeffries directly.

2. Public Assistance

- a. Shared Services call center enhancements coming from Ohio Department of Job and Family Services.

There are upwards of 80 counties in Ohio that are in the shared services model and Portage shares services with Richland, Harrison, Ashland, and Jefferson. Counties are able to opt-a-queue out, which is called customer service, and she's made it known to the other Directors in the wave that Portage is going to carve out the customer service cue and that will reduce wait times significantly, and then they will be able to individualize the recording so they can contact individuals directly. The goal is to have six counties on a one-touch system, so the hope is that it can be resolved when you get on a call with somebody instead of flipping to the county. So, all six of Counties share each other's work. There are certain circumstances where

the public may need to talk to somebody specifically in Portage and there's the ability now to tap into a number to get to somebody by 'press one, press two', but in some of the systems that can be confusing and convoluted.

This was a pilot program that Job and Family Services participated in when it first rolled out for the call centers.

When the Clerical Specialist job description was modified, the vision was to be able to put those individuals on the call center queues to help the eligibility specialists to be able to be more customer-driven. The Department has until the 31st to complete the survey and then Director Jeffries will let the Board know what the new configurations look like.

3. Agency Wide

a. Life Services Training for JFS staff to include self-care information

The County has a contract with Life Services, tying into some of the stressors, especially in child welfare. Life Services has agreed to do some training for staff, specifically around secondary trauma and post-traumatic stress disorder that is experienced by workers. A self-care component will also be added to the training.

4. OMJ

a. Upcoming Community Planning Meeting – March 7, 2022

There's an upcoming community planning meeting on March 7th utilizing COVID/TANF funds that have not been spent to enhance the PRC program and to provide services to families at or below the 200% Poverty Guideline.

5. Child and Adult Protective Services

a. Contract Establishment for Family Team Meetings

Job and Family Services has family team meetings in Child Protective Services and there's a facilitator who has meetings with families with kiddos with mental health providers or school systems for the purpose of 'how are things going' with the goal of being reunification. So, a neutral facilitator runs the meeting and it keeps everybody in the know and keeps the case moving forward. There was a wonderful worker that did this for a long time, but she's no longer with the department and Director Jeffries would like the Board's support contracting the family team component out once again and to work with Internal Services to create a draft Request For Proposal for approximately \$65,000, to see if a provider in the community would want to bid on the position. Currently, the Department has supervisors running the meetings because of staffing issues.

Commissioner Badalamenti asked about any potential crossover with CASA and Director Jeffries explained they are more advocates for children, and this would be a neutral facilitator for ongoing cases.

The cost comparison is exactly the same whether it's in-house or outsourced, with the exception of the Admin Costs (\$5,000).

b. Increase in CARES On-call pay for supervisors to match increase from Bargaining Unit contract

CARES is the abuse neglect 24 hour hotline and when it's between core hours, staff mans the phones but when they shut down at five, Coleman Professional Services is the entry point when abuse or neglect cases get reported or law enforcement contacts the Department. Job and Family Services has CARES workers that are after-hours and a care supervisor that is assigned during those steps, as well. The practice has been done for years, but in the contract negotiation, the stipend was increased for the social workers in bargaining, but the non-bargaining was not increased. Director Jeffries would like to present a resolution to increase the stipend to \$50 and \$75 to mirror the bargaining. Currently, supervisors are getting \$35 for a weeknight and \$50 for a weekend day, but in the contract, the Department was having trouble getting workers to cover the shifts if somebody had to call off sick or they were on vacation. In contract negotiation, they agreed to raise the rate to get more employees to come in and cover the shifts. The total impact to the budget would be an increase of \$35,000/year.

6. Child Support

a. HB83 Caretaker Legislation

House Bill 83 passed in the House and is now in the Senate. This is new legislation if a child is placed with a nonparent caretaker who is the primary caregiver, the child support follows the caregiver.

7. Family and Children's First Council

a. Service Coordinator/Wrap Around Position

Job and Family Services is the Admin and Fiscal Agent for Family and Children's First Council and there is a Service Coordinator position where Job and Family Services received a \$40,000 grant of supplemental funds to help this position that would help the County with service coordination. Family and Community services have struggled to find a full-time replacement for this position and as of today, they have somebody in mind. The position has been vacant for five or six months

Resolutions:

1. Enter into Amendment No. 4 for Child and Adult Emergency reporting services (CARES) between the Board of Commissioners on behalf of Portage County Job and Family Services and Coleman Professional Services./Resolution No. 22-0160
2. Enter into Amendment No. 1 for transportation services between the Board of Commissioners on behalf of Portage County Job and Family Services and Portage Area Regional Transportation Authority (PARTA)./Resolution No. 22-0161
3. Establish the Portage County Child Abuse and Neglect Memorandum of Understanding to set normal operating procedures for all concerned officials in Portage County in respect of their responsibilities under Ohio Revised Code./Resolution No. 22-0162
4. Enter into a Memorandum of Agreement for Ohio Means JOBS (OMJ) Administrative staff to have access to Federal Tax Information./Resolution No. 22-0163

AUDITORS OFFICE

Present: Director of Fiscal Operations Rebecca Ritterbeck

Ms. Ritterbeck explained this Resolution is for a standard contract with the State Auditor's Office for Portage County's audit.

Resolution:

1. Enter into a Letter of Arrangement between Portage County and the Auditor of State to Audit the Financial Statements as of and for the year ending December 31, 2021./Resolution No. 22-0164

Recess: 9:47 AM

**PUBLIC HEARING
TO VACATE A PORTION OF TERRILL ROAD IN
RAVENNA TOWNSHIP, PORTAGE COUNTY
MEETING MINUTES
MARCH 3, 2022
10:00 AM**

Present: Commissioner Christian-Bennett, Commissioner Badalamenti, Commissioner Kline, County Administrator Crombie, Clerk Hutchinson, Chief Deputy County Engineer Larry Jenkins, Diane Smith, Frank Voss, Duane Flowers, and Brian Ames.

Commissioner Christian-Bennett opened the Public Hearing on March 3, 2022, at 10:00 AM in the Commissioners' Office located at 449 South Meridian Street, Ravenna, Ohio 44266.

I. OPENING – Commissioner Christian-Bennett

Section 5553.045 of the Ohio Revised Code specifies that a Board of Township Trustees may petition the Board of County Commissioners to vacate a Township road or a portion of a road.

On January 19, 2022, the Board of Commissioners received Ravenna Township's Resolution No. 21-019, dated February 23, 2021, requesting a portion of Terrill Road to be vacated.

II. PURPOSE OF THE HEARING – Commissioner Christian-Bennett

The purpose of the Public Hearing is to hear testimony from interested persons in favor or against the proposed road vacation and to determine whether it will serve the public convenience or welfare.

III. SWEARING IN OF THOSE WHO ARE SPEAKING - Commissioner Christian-Bennett

Anyone that would like to speak during the Public Hearing must raise their right hand and be sworn in.

- Do you solemnly swear that the testimony you are about to give shall be the truth, the whole truth, and nothing but the truth, if so, please respond **I do**.

IV. COUNTY ENGINEER'S REPORT – Chief Deputy County Engineer Larry Jenkins

The County Engineer's responsibility is to provide a written report to the Board advising of any issues if the project moves forward.

Terrill Road is located in Ravenna Township between Infirmary Road south of Loomis Parkway and west of the hospital. There is one existing home in the area. The area is part of the McElrath subdivision that was planted in 1920 and there were approximately 800 lots at the time, and many were paper streets.

After putting everything together, the County Engineer's Office has no objection to the proposed vacation.

Commissioner Badalamenti asked if that type of road gets plowed by the County or City and Deputy Jenkins replied it generally isn't maintained because it's a private driveway, but that's really a question for Ravenna Township.

The vacation area is 50 feet wide (right away width) and approximately 130 feet long. The individual lots are around 38 feet wide by 130 feet long.

V. PUBLIC COMMENT

Mr. Stone asked where the road will be closed, and Deputy Jenkins showed Mr. Stone the area on the map.

Commissioner Christian-Bennett asked for further public comment and heard none.

VI. CLOSING STATEMENT - Commissioner Christian-Bennett

After hearing the discussion presented today, if the Board finds such improvements will serve the public convenience or welfare, it shall adopt a resolution by majority vote declaring the road or portion to be vacated.

VII. ADJOURN THE PUBLIC HEARING OF THE PARTIAL ROAD VACATION FOR TERRILL ROAD, RAVENNA TOWNSHIP

Motion: Commissioner Kline

Seconded: Commissioner Christian-Bennett

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

Motion Carries

Reconvene the Commissioners' Regular Meeting: 10:07 AM

Commissioner Christian-Bennett asked for a motion to approve or deny the partial road vacation.

Resolution:

1. Motion to approve the partial road vacation of Terrill Road in Ravenna Township, Portage County./Resolution No. 22-0165

On behalf of the Board of Commissioners, Commissioner Christian-Bennett thanked everyone for attending the Public Hearing.

Recessed: 10:07 AM

Reconvened: 10:30 AM

OSU EXTENSION

Present: 4-H Advisor Linda Rufener and students Ethan Flores-Soler, Audriana Flores-Soler, Paige Eldreth, Harland Keisler

Ms. Rufener explained a little bit of the history of 4-H, and she noted through the program, kids learn a lot about communication and leadership. Ms. Rufener also pointed out that 4-H is a great program for the community and thanked the Board for its continued support. Currently, there are 30 kiddos scheduled to complete the program this year.

The Board presented Ms. Rufener and the student attendees with a Proclamation in honor of 4-H Week.

PARK DISTRICT

Present: Executive Director Christine Craycroft and Internal Services Director JoAnn Townend

Discussion:

1. Transfer Properties from Commissioners to the Park District

The Portage Park District has been leasing and managing the county-owned portion of Towner's Woods Park since 1997, including the historic Brady Interlocking Railroad Switch Tower located at the entrance.

The Park District has improved the Switch Tower building with electrical and lighting upgrades, window shutters, and painting. In 2021 as part of the overall plans for improvements to the park, the Park District commissioned a structural engineer to inspect the building and advise on necessary improvements. The suggested repairs include high priority items with cost estimates of roughly \$80,000 for the structural repair items to preserve the building.

Potential uses for the building would be to enhance it for public use as a visitor center with educational displays and potential sale of food, beverages, and other park gift shop items.

The Portage Park District Board of Commissioners is only comfortable making the additional significant investments in that building and the rest of the park if the Park District owns title to the property.

Director Craycroft is requesting the Board transfer the property to the Park District for its permanent use and management as parkland for the benefit of the general public.

Director Townend added it's good timing and it makes sense as the Park District is eligible for grant funding.

The Board asked Director Townend to work with the Prosecutor's Office to move the transfer forward.

SHERIFF'S OFFICE

Present: Major Larry Limbert, Internal Services Director JoAnn Townend, and Department of Budget and Financial Management Director Joe Harris

Back in January, the Chief started the paperwork to trade-in several undercover narcotic vehicles and to replace them with used vehicles through Enterprise. Enterprise was able to locate 4 used vehicles at Liberty Ford and the following would be removed from the Sheriff's roster: 2008 Jeep Wrangler (181,000 miles), 2015 police interceptor utility vehicle (148,000 miles), 2012 Fusion (137,000 miles), and a second 2012 Fusion (105,000). The total trade allowance for the four vehicles was \$49,699, however, two of the vehicles (Interceptor and Fusion) are no longer working.

Commissioner Badalamenti was under the impression the vehicles were going to be used by the Drug Task Force and then he heard by the Detective Bureau. Major Limbert explained the Drug Task Force has been reorganized, but it still exists and is now geared more towards violent crime and narcotics. The vehicles they currently have are being used by that group.

Commissioner Christian-Bennett asked for clarification on exactly what the cars are being used for as the quote from Liberty Ford indicated the vehicles were for the Drug Task Force. Director Townend spoke with Ron Rost who indicated they were going to be used by four different detectives. Director Harris asked about the funding source and noted there are statutory reasons why Drug Task Force funding cannot be used for the purchase as it is utilized by the entire Task Force. Commissioner Christian-Bennett pointed out that there are problems with how the properties are to be divided since the Drug Task Force has been reorganized and Commissioner Badalamenti noted the issue is in limbo at the Prosecutor's Office.

Director Harris stated if the Sheriff's Office can't trade in the two vehicles, it will bring the allowance down \$8,000 and Major Limbert noted they will need to renegotiate with Liberty Ford to find out if they can at least utilize the parts.

Commissioner Christian-Bennett explained there should be enough funding in the Sheriff's budget to cover the cost as the Board increased the Sheriff's budget by \$2 million dollars.

Director Harris reached out to Enterprise about the program, and they have vehicles for the Sheriff's Office and Commissioner Christian-Bennett asked that Enterprise be investigated, as well, because Director Harris stated they can exchange the vehicles every year or two. Major Limbert responded the Ford dealership is waiting on a response and he would like to do business with them as they've been holding the vehicles for a month. Director Harris is meeting with Enterprise next Wednesday and he will gather all the information as Enterprise will be reviewing the entire County's vehicles. Commissioner Badalamenti noted there's a gentlemen's agreement with Liberty Ford in Aurora and Commissioner Christian-Bennett explained the County didn't enter into that agreement and the Board needs to be cognizant of what's in the best interest of the County. Commissioner Christian-Bennett asks Major Limbert to sit in the meeting with Enterprise if he had time and Major Limbert agreed.

Major Limbert requested a meeting with Director Townend about the purchase of the 11 vehicles and the need for them to be upfitting and Director Harris noted it was budgeted and Major Limbert noted it wasn't included on the last group of (5) F150s and (6) Interceptors and Director Harris noted the upfitting was budgeted for 12 vehicles.

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RESOLUTION NO. 22-0151

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**RE: ACCEPT AND ENTER INTO A SUCCESSOR
COLLECTIVE BARGAINING AGREEMENT
BETWEEN THE PORTAGE COUNTY BOARD
OF COMMISSIONERS AND TEAMSTERS'
LOCAL UNION NO. 436 FOR EMPLOYEES
IN THE OFFICE OF THE PORTAGE COUNTY
BUILDING DEPARTMENT.**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following resolution be adopted:

- WHEREAS,** the Collective Bargaining Agreement between the Portage County Commissioners and the Teamsters Local Union No. 436 for employees in the office of the Portage County Building Department expired on December 31, 2021; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby accept and agree to enter into a successor Collective Bargaining Agreement between the Portage County Commissioners and the Teamsters Local Union No. 436 as negotiated and accepted by vote of the Bargaining Unit; and be it further
- RESOLVED,** that this agreement shall be effective January 1, 2022 and shall continue in full force and effect through December 31, 2024; 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

Portage County Auditor, the Portage County Job & Family Services, and the Department of Budget and Financial Management; and be it further

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

Roll call vote as follows:

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

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RESOLUTION NO. 22-0153 - RE: TRANSFER FROM FUND 0001, GENERAL FUND TO FUND 1410, PUBLIC ASSISTANCE FUND

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, the Portage County Board of Commissioners are mandated to provide payment of the county share of public assistance expenditures in accordance with section 5101.161 of the Ohio Revised code; and

WHEREAS, it is necessary to do a transfer of the mandated share funds from the General Fund; now therefore be it

RESOLVED, that the following transfer of funds be made in the amount of \$31,425.41 for the month of March 2022 as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 0001, COUNTY GENERAL FUND

ORGCODE - 00100009

Debit Expense Account

Object: 910000 – Transfer Out

\$31,425.41

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Credit Revenue Account

Object: 280000 – Transfer In

Project: NONE

\$31,425.41

; and be it further

RESOLVED,

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

RESOLVED,

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

Roll call vote as follows:

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

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**RESOLUTION NO. 22-0154 - RE: TRANSFER FROM FUND 1201, MOTOR
VEHICLE GAS TAX, TO FUND 4251
(RAVENNA ROAD BRIDGE REPLACEMENT)**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS,

the Portage County Board of Commissioners approved an operating transfer; now therefore be it

RESOLVED,

that the following transfer of funds be made in the amount of \$12,500.00.

FROM:

FUND 1201, Motor Vehicle Gas Tax Fund

ORGCODE- 12018209

Debit Expense Account

Object: 910000 – Transfer Out

\$12,500.00

TO:

FUND 4251, Ravenna Road Bridge Replacement

ORGCODE – 42518202

Credit Revenue Account

Object: 280000 - Transfer In

Project: 40448

\$12,500.00

; and be it further

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

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

Roll call vote as follows:

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

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**RESOLUTION NO. 22-0155 - RE: CASH ADVANCE REPAYMENT FROM
FUND 1412, HELP ME GROW TO FUND
0001, GENERAL FUND**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, Via resolution 21-0845 a cash advance for \$70,000.00 was given to fund 1412 from Fund 0001, General Fund, and as of February 28, 2022, \$70,000.00 remains outstanding

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

RESOLVED, that the following cash advance repayment be made in the amount of \$70,000.00 as recommended by the Director of Budget & Financial Management:

FROM:

FUND 1412, Help Me Grow Fund

ORGCODE - 14120519

Debit Expense Account

Object 921000 – Advance Out Returns \$ 70,000.00

TO:

FUND 0001, GENERAL FUND

ORGCODE - 00100002

Credit Revenue Account

Object 291000 – Advance In Repayment \$ 70,000.00

; and be it further

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

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

Roll call vote as follows:

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

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**RESOLUTION NO. 22-0156 - RE: CASH ADVANCE FROM FUND 0001,
GENERAL FUND TO FUND 1412, JFS HELP
ME GROW ALLOCATION**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, Fund 1412 is in need of interim cash until grant revenues are received;
now therefore be it

RESOLVED, that the following cash advance be made in the amount of \$70,000.00:

FROM:

0001, GENERAL FUND

ORGCODE- 00100009

Debit Expense Account

Object 920000 - Advances-Out

\$ 70,000.00

TO:

1412, JFS HELP ME GROW ALLOCATION

ORGCODE -14120512

Credit Revenue Account

Object 290000 - Advances-In

\$ 70,000.00

; and be it further

RESOLVED, that the advance will be repaid to the General Fund when funds are

received, and be it further

RESOLVED,

that the County Auditor is hereby requested to make said cash advance 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 & Financial Management, and be it further

RESOLVED,

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

Roll call vote as follows:

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

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RESOLUTION NO. 22-0157

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**RE: AUTHORIZE THE SELF-CERTIFICATION OF
A \$50,000 MICRO-PURCHASE THRESHOLD
FOR USE OF AMERICAN RESCUE PLAN
ACT FUNDS IN ACCORDANCE WITH 2 CFR
SECTION 200.320(a) (iii) AND (iv)**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, the American Rescue Plan Act of 2021 (ARPA) H. R. 1319. Public Law 117-2. was signed into law by the President of the United States on March 11, 2021; and

WHEREAS, Section 603(b)(3) of the ARPA sets aside a sum of funds available to Counties for use in accordance with its provisions referred to as the "Coronavirus Local Fiscal recovery Fund" (CLFRF); and

WHEREAS, the U.S. Treasury has attached to the use of these funds various provisions typically applicable to federal awards from the Federal Acquisitions Regulations (FAR) in Title 48 of the Code of Federal Regulations (CFR); and

WHEREAS, 2 CFR Section 200.320 (a)(iii) and (iv) allow the recipient of a federal grant to self-certify a procurement threshold for micro-purchases up to a threshold of \$50,000 based upon being a low-risk auditee, and/or being

subject to an annual internal institutional risk assessment to identify, mitigate, and manage financial risks; and

WHEREAS, the County is audited every year by the Ohio State Auditor and has been audited for fiscal year 2020, including a federally required audit of its CARES Act funding and expenditures; and

WHEREAS, that audit found no material discrepancies or concerns suggestive of fraud, or misuse of funds that indeed the County is classified as a low-risk auditee by the State Auditor; and

WHEREAS, Ohio law generally applies a \$50,000 threshold as to when more formal competitive procurements processes are to be followed and thus county staff is well aware of their terms and related expectations; and

WHEREAS, the Board's departments of Budget and Financial Management and Internal Services, in consultation with legal counsel, will review all expenditures proposed to be paid for by ARPA funding; now therefore be it

RESOLVED, the Board of Commissioners hereby self-certify that \$50,000 will be the micro-purchase threshold for the County's ARPA expenditures as permitted by 2 CFR Section 200.320(a)(iii) and (iv); and be it further

RESOLVED, that a copy of this resolution be filed with the Portage County Auditor, the Department of Budget & Financial Management, Department of Internal Services, and the Grant Administrator; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.00 of the Ohio Revised Code.

Roll call vote as follows:

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

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**RESOLUTION NO. 22-0158 - RE: DECLARE THE NECESSITY TO PURCHASE
ONE (1) SILVERADO UTILITY TRUCK FOR
THE COUNTY AUDITOR WEIGHTS &
MEASURES DEPARTMENT**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following resolution be adopted:

- WHEREAS,** pursuant to ORC 307.41 the Portage County Board of Commissioners declares it necessary to purchase one (1) Silverado Utility Truck to be use by the Portage County Auditor Weights and Measures Department; and
- WHEREAS,** the purchase of the vehicles will be made from Ganley Chevrolet of Aurora, LLC; and
- WHEREAS,** the total cost for one (1) Silverado Utility Truck vehicles is Forty-eight thousand, nine hundred sixty-seven and 00/100 (\$48,967.00), now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners declares it necessary to purchase one (1) Silverado Utility Truck vehicle for the Portage County Auditor at a total cost of Forty-eight thousand, nine hundred sixty-seven and 00/100 (\$48,967.00), the funding to be provided from the general fund; now therefore be it
- RESOLVED,** that a copy of this resolution be forwarded to the Portage County Auditor; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

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**RESOLUTION NO. 22-0159 - RE: ENTER INTO AGREEMENT FOR
PROFESSIONAL LEGAL SERVICES BETWEEN
THE PORTAGE COUNTY BOARD OF
COMMISSIONERS AND BRICKER & ECKLER
LLP.**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following Resolution be adopted:

WHEREAS, the Board of Portage County Commissioners has determined that there is

a need for legal services as to the County's receipt and eligible use of the American Rescue Plan Act – Local Fiscal Recovery Fund allocation; and

WHEREAS, Bricker & Eckler LLP attorneys at law are licensed to practice law in the State of Ohio and desires to provide such services; and now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into a professional services Agreement by and between the Board of Commissioners and Bricker & Eckler LLP, and that the actual time required to perform legal and professional services at the hourly rates based on the experience levels of the professionals providing the services, plus all reasonable out of pocket expenses in the amount not to exceed Twenty-five thousand and 00/100 dollars (\$25,000.00) for services performed; and be it further

RESOLVED, that the initial term of the agreement shall continue until December 31, 2022; and be it further

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

Roll call vote as follows:

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

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**RESOLUTION NO. 22-0160 - RE: ENTER INTO AMENDMENT NO. 4 FOR
CHILD AND ADULT EMERGENCY
REPORTING SERVICES (CARES)
BETWEEN THE BOARD OF
COMMISSIONERS ON BEHALF OF
PORTAGE COUNTY JOB & FAMILY
SERVICES AND COLEMAN
PROFESSIONAL SERVICES, INC.**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, an agreement between the parties was entered into and known as Portage County Contract No. 20190438 (the "Original Contract") on September 26,

2019 by Resolution No. 19-0711 to provide emergency response in situations where child and adult abuse and neglect may be occurring, stabilize a family and prevent removal of children from their homes, and link families to other community services; and

- WHEREAS,** an Amendment No. 1 was entered into on May 21, 2020 through Resolution No. 20-0328 to increase the agreement by twelve hundred fifteen (1,215) units and Nine thousand nine hundred twenty-six and 55/100 dollars (\$9,926.55) for twenty-four (24) hours a day and seven (7) days a week coverage beginning March 26, 2020 due to a response to the recent COVID-19 epidemic and continuing through the term of the agreement ending September 30, 2020 unless changed by amendment; and be it further
- WHEREAS,** an Amendment No. 2 was entered into on December 10, 2020 through Resolution No. 20-0749 to extend the agreement for one (1) additional year from October 1, 2020 through September 30, 2021; and be it further
- WHEREAS,** an Amendment No. 3 was entered into on October 21, 2021 through Resolution No. 21-0780 to extend the agreement for one (1) additional year from October 1, 2021 through September 30, 2022; and be it further
- WHEREAS,** the parties desire to amend the Original Contract to add the Juneteenth holiday to the holiday coverage schedule, effective March 1, 2022; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby enter into Amendment No. 4 between the Board of Commissioners on behalf of Portage County Job & Family Services and Coleman Professional Services, Inc. to add the Juneteenth holiday to the holiday coverage schedule, effective March 1, 2022; 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 as follows:

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

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**PORTAGE COUNTY CHILD ABUSE AND
NEGLECT MEMORANDUM OF
UNDERSTANDING TO SET NORMAL
OPERATING PROCEDURES FOR ALL
CONCERNED OFFICIALS IN PORTAGE
COUNTY IN RESPECT OF THEIR
RESPONSIBILITIES UNDER REVISED CODE**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following resolution be adopted:

- WHEREAS,** it is necessary to set forth the roles, responsibilities, standards and procedures for handling emergency and non-emergency cases of child abuse and neglect and methods for interviewing the child who is the subject of the report and allegedly was abused or neglected.
- WHEREAS,** this Child Abuse and Neglect Memorandum of Understanding (hereinafter referred to as "Memorandum") is required by Section 2151.421 of the Ohio Revised Code
- RESOLVED,** that the Board of Portage County Commissioners does hereby authorize the Portage County Job and Family Services to outreach and secure signatures from the listed officials within the Memorandum; now therefore be it
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call as follows:

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

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RESOLUTION NO. 22-0163

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**RE: RESOLUTION TO ESTABLISH A
MEMORANDUM OF AGREEMENT FOR
ACCESS TO FEDERAL TAX INFORMATION**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following resolution be adopted:

- WHEREAS,** the agreement is entered into for the purpose of safeguarding Federal Tax Information (FTI) in accordance with state and federal requirements

WHEREAS, this Memorandum of Agreement authorizes Ohio Means JOBS (OMJ) administrative staff to have access to FTI, including state systems that contain FTI, in order to assist the Child Support Division in carrying out functions of the Child Support programs as required by IRS Publication 1075

RESOLVED, that the Board of Portage County Commissioners does hereby support the terms of this agreement for a period of March 3, 2022 through June 30, 2027, now therefore be it

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

Roll call as follows:

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

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**RESOLUTION NO. 22-0164 - RE: ENTER INTO A LETTER OF
ARRANGEMENT BETWEEN PORTAGE
COUNTY AND THE AUDITOR OF STATE TO
AUDIT THE FINANCIAL STATEMENTS AS
OF AND FOR THE YEAR ENDED
DECEMBER 31, 2021.**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following Resolution be adopted:

WHEREAS, Portage County must have an audit of the financial statements as of and for the year ended December 31, 2021; and

WHEREAS, the Auditor of State will provide the services needed to meet the needed requirements; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into a letter of arrangement with the Auditor of State of Ohio for the completion financial statements for the year ended December 31, 2021; and be it further

RESOLVED, that the service under this agreement shall not exceed One hundred six

thousand, four hundred seventy-seven and 00/100 dollars (\$106,477.00);
and be it further

RESOLVED,

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

Roll call vote as follows:

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

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RESOLUTION NO. 22-0165

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**RE: APPROVE THE PARTIAL ROAD VACATION
OF TERRILL ROAD, RAVENNA TOWNSHIP,
PORTAGE COUNTY**

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

WHEREAS,

on January 19, 2022, the Board of Commissioners received Resolution No. 21-019 dated February 23, 2021 from the Ravenna Township Trustees, petitioning the Board of Commissioners to vacate a portion of Terrill Road located in Ravenna Township, Portage County; and

WHEREAS,

on January 27, 2022, the Board of Commissioners adopted Resolution No. 22-0080, to set the date/time for the public hearing for Thursday, March 3, 2022 at 10:00 AM in the Portage County Administration Building, 7th Floor Commissioners' Boardroom, 449 South Meridian Street, Ravenna, Ohio 44266, to determine whether said improvements will serve the public convenience and welfare; now therefore be it

RESOLVED,

that the Board of Commissioners does hereby approve the partial road vacation of Terrill Road, Ravenna Township, Portage County contingent upon the mylar being revised and accepted by the Portage County Tax Map Department; and be it further

RESOLVED,

that a certified copy of this resolution be filed with the Portage County Engineer, Director of Natural Resources, Portage County Recorder, Portage County Tax Map, Portage County Auditor, Portage County Board of Elections, Portage County Building Department, Portage County Water Resources, Portage County Prosecutor's Office, Ravenna Township

Trustees, agent for the petitioner, and abutting property owners; and be it further

RESOLVED,

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Anthony J. Badalamenti, Yea;

①
11/19/22
Resubmit

**BOARD OF TRUSTEES
RAVENNA TOWNSHIP, PORTAGE COUNTY, OHIO**

Resolution No. 21-019

A RESOLUTION

A Resolution under Section 5553.045 of the Ohio Revised Code to **Petition** the Portage County Board of Commissioners to vacate a portion of Terrill Street (T. H. 579).

The Board of Trustees of Ravenna Township, Portage County, Ohio met at a regular session, on the 23rd day of February, 2021 at the Ravenna Township Town Hall, with the following members present:

Hank Gibson

Pat Artz

Vince Coia

Pat Artz moved the adoption of the following resolution:

- Whereas,** Under Section 5553.045 of the Ohio Revised Code ("R.C.") a board of township trustees may petition the board of county commissioners to vacate a township road or portion of a township road by passing a resolution that requests the vacation of the road or portion of a road, and that includes a description of the general route and termini of the road or portion of the road that is requested to be vacated.
- Whereas,** Under R.C. 5553.045(A), "road" means a road, or portion of a road, which is not used to calculate distributions of the auto registration distribution fund under R.C. 4501.04(E), and, thus, is not a road or portion of a road certified by the board of township trustees to the director of transportation in accordance with that division as mileage in the township used by and maintained for the public.
- Whereas,** the Ravenna Township Board of Trustees has determined that a portion of Terrill Road (T. H. 579) falls within the above referenced criteria contained in R.C. 5553.045.
- Resolved,** the Ravenna Township Board of Trustees hereby petition the Portage County Board of Commissioners under R.C. 5553.045 to vacate a portion of Terrill Road (T. H. 579), whose route and termini is as follows: beginning at Hopkinson Avenue (T. H. 574) north 129.26 feet to the dead end.

Resolved, that the Ravenna Township Board of Trustees hereby directs the Township Fiscal Officer to file a copy of this resolution with the Portage County Board of Commissioners and to certify another copy of this resolution to the Portage County Engineer.

Resolved, that the Ravenna Township Board of Trustees 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 formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Vince Coia seconded the motion, and the roll was called on the question of its adoption.
The vote was as follows:

Name	Vote
Hank Gibson	Yes
Pat Artz	Yes
Vince Coia	Yes

Adopted February 23, 2021


Township Fiscal Officer

STATE OF OHIO)
)ss.
COUNTY OF PORTAGE)

I, Emil Pittman, Fiscal Officer of Ravenna Township, do hereby certify that the foregoing is taken and copied from the Record of Proceedings of Ravenna Township; that the same has been compared by me with the Resolution on the Record and that it is a true and correct copy thereof.

Witness my signature, this March 23, 2021.


Fiscal Officer

PORTAGE COUNTY AUDITOR

[illegible]

MERILEY CREDIT RATING THIS PLAN IS A HIGH AND CORRECT
 REPRESENTATION OF THE LATE SHOWS AND THAT I HAVE REVIEWED
 AND AM IN FULL AGREEMENT WITH THE ABOVE INFORMATION.

11-4-21
 2021



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RESOLUTION NO. 22-0166

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RE: APPOINTMENT TO THE OHIO CHILDREN'S TRUST FUND REGIONAL PREVENTION COUNCIL.

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following Resolution be adopted:

- WHEREAS,** language was included in the state budget bill (HB 64) in 2015 to regionalize the operations of the Children's Trust Fund statewide. Specifically, the bill divides the state into eight regions, identified in statute, for the purpose of applying for, receiving, and implementing Board-approved child abuse and child neglect programming and services. This will eliminate child abuse and child neglect prevention advisory boards and create child abuse and child neglect regional prevention councils for each region; and
- WHEREAS,** Portage County is included with the following counties in one of the eight regions in Ohio: Ashland, Columbiana, Holmes, Lorain, Mahoning, Medina, Stark, Summit, Trumbull, and Wayne; and
- WHEREAS,** in accordance with ORC 3109.172 (C)(1), the Portage County Board of Commissioners may appoint up to two county prevention specialists to the council representing Portage County; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners appoints the following member to serve as county prevention specialists for the Ohio Children's Trust Fund Regional Prevention Council to a two-year term, beginning March 8, 2022 and expiring March 7, 2024, as confirmed in writing to the Board of Commissioners by Ohio Children's Trust Fund:

Name	Address	Contact Information
Lori Michelle Swickheimer	11802 Kenyon Drive Hiram, OH 44234	lori.tibensky@jfs.ohio.gov

; and be it further

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

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Anthony J. Badalamenti, Yea;

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RESOLUTION NO. 22-0167

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**RE: ACCEPTANCE OF DONATIONS TO THE
OFFICE OF THE PORTAGE COUNTY DOG
WARDEN.**

It was moved by Anthony J. Badalamenti seconded by Vicki A. Kline that the following Resolution be adopted:

WHEREAS, the Portage County Dog Warden received a donation from the following for the Spay/ Neuter / Medical fund program:

Name	Address	Donation Amount
Ruth Frank	305 E. Washington St Chagrin Falls Oh 44022	\$15
Deborah Newberry	1334 Greenwood Ave Kent Oh 44240	\$40
Sharon Dennis	3454 Hidden Brook Dr Ravenna Oh 44266	\$105
Rachel Kline	3899 Sandy Lake Rd Ravenna Oh 44266	\$100
Marilyn Stewart	606-12 Russet Woods Ct Aurora Oh 44202	\$25
Rich & Jennifer Salzer	3277 Cook Rd Atwater Oh 44201	\$20
Ritarae Stone	5263 St Rt 303 Ravenna Oh 44266	\$50
Carol McCauley	5357 Pioneer Tr Mantua Oh 44255	\$50
Mary Jo Keptner	3893 Porter Rd Rootstown Oh 44272	\$25
M.A. Miedema	12763 Saint James Dr Mantua Oh 44255	\$15
Anonymous	Anonymous	\$100
Beth & Gilbert Garcia	1432 Loop Rd Kent Oh 44240	\$10
Albert & Diana Hanni	261 Pratt St Ravenna Oh 44266	\$20
Dave & Laura Nethken	7404 Peck Rd Ravenna Oh 44266	\$25
Dorthy Horner	11967 Abbott Rd Hiram Oh 44234	\$20
Sandy Kreisman	8408 Center St Garrettsville Oh 44231	\$25
Andrew & Jennifer Boehike	981 E. Riddle Ave Ravenna Oh 44266	\$50
Tracy Covey	11848 Mumford Rd Garrettsville Oh 44231	\$30
Judy Collins	3091 Stroup Rd Atwater Oh 44201	\$20
Helen Stanley	9469 Root Dr Streetsboro Oh 44241	\$50
William Moors	1472 Brimfield Dr Kent Oh 44240	\$20

; now therefore, be it

RESOLVED, the Board of Portage County Commissioners does hereby accept this donation in accordance with Resolution No. 13-1011, adopted on October 3,

2013, on behalf of the Office of the Portage County Dog Warden; and be it further

RESOLVED,

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

Roll call vote as follows:

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

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**RESOLUTION NO. 22-0168 - RE: ACCEPT THE SETTLEMENT OF CLAIMED
VIOLATION OF A SPECIFIC SAFETY
REQUIREMENT AGREEMENT FOR
RICHARD RABATIN.**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following resolution be adopted:

WHEREAS, Richard Rabatin while working for the Portage County Solid Waste District received work related injuries on or about January 7, 2019 which resulted in a claim being filed for the payment of Workers' Compensation benefits and medical services and

WHEREAS, the parties now desire to make a full and complete lump sum settlement of the alleged violation of a specific safety requirement subject to the approval of the Industrial Commission; and

WHEREAS, Richard Rabatin agrees and understands that by accepting this lump sum payment she releases and forever discharges Portage County, the Industrial Commission, the Bureau of Workers' Compensation, and the Ohio State Workers' Compensation Insurance fund from any and all claims or demands, present or future that might otherwise be made against Portage County because of Portage County's claimed violation of a specific safety requirement; now therefore be it

RESOLVED, that the Portage County Board of Commissioners agree to accept the settlement agreement and release executed by Richard Rabatin, for full settlement of One thousand Five hundred and 00/100 Dollars (\$1500.00); and be it further

RESOLVED, that the Portage County Board of Commissioners authorize the President of the Board, Sabrina Christian-Bennett, to sign the settlement; 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 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:

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

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**RESOLUTION NO. 22-0169 - RE: APPOINTMENT OF FRANK HORACK TO
THE PORTAGE COUNTY BOARD OF
BUILDING APPEALS**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following Resolution be adopted:

WHEREAS, the Portage County Board of Building Appeals is organized for the purposes of hearing variances from the Residential Code of Ohio, the Portage County Flood Damage Reduction Regulations, and any other decision of the Department Director / Building Official, over which this Board may have jurisdiction under Ohio law, and

WHEREAS, the Portage County Board of Commissioners Resolution No. 02-0865 created the by-laws of the Portage County Board of Building Appeals specifying the make-up of membership, terms of office for each member, determination of quorum, etc.; now therefore be it

RESOLVED, the Portage County Board of Commissioners hereby appoints the following members to a three-year term beginning March 9, 2022 and expiring March 10, 2025;

Frank Horack
4586 Winchell Road
Mantua, OH 44255

; and be it further

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

4. Authorize the three-day internal posting of a Social Service Worker 3 – Group Home position, vacated by Ellise Presutto, for Portage County Job & Family Services, with external posting if no internal appointment is made.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

5. Approve anniversary step increases for the following non-bargaining employees:

- a. Rob Woolf – Maintenance III (Internal Services) – effective 2/28/2022
- b. Darlene Baad – PCSA Administrator (JFS) – effective 2/4/2022
- c. Kristi Gellner – JFS Supervisor – effective 2/4/2022
- d. Scott Hendon – JFS Supervisor – effective 2/22/2022
- e. Scott Lazzara – PCSA Supervisor (JFS) – effective 2/28/2022
- f. Carly Spencer – CCMEP Supervisor (JFS) – effective 1/20/2022
- g. Christine Herra – JFS Supervisor – effective 3/6/2022

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

6. Direct the Auditor's Office to pay/process the February 24, 2022 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 Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Expenditure Review

County Funds: (0001 – 8399)		
Bill Payment and ACH list totaling:		
Bill Payment list	\$525,834.17	(Includes late fees of: \$43.03)
ACH/Neil Group of	\$116.26	
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:	\$97,278.85	
Then and Now list totaling:	\$133,873.88	
Debt Service wire list:	\$0	

7. Process the February 24, 2022 budget amendments as reviewed and recommended by the Department of Budget and Financial Management.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

8. The Board of Commissioners signed the Subordination of Mortgage for Marilyn & Luis Mclat of 1665 State Route 183, Atwater, OH 44201 as requested by Neighborhood Development Services.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

9. The Board of Commissioners acknowledge receipt of the Portage County Adult Probation Department 2021 Year-End Report presented by Hank Gibson, Chief of Probation.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

10. The Board of Commissioners acknowledged receipt of the February 18, 2022 Certificate of the County Auditor that the Total Annual Appropriations from each fund do not

exceed the Official Certificate of Estimate Resources for the fiscal year beginning January 1, 2022, as presented by the Portage County Auditor's Office.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

11. The Board of Commissioners acknowledged receipt of the Amended Certificate of Estimated Resources Dated February 22, 2022, as presented by the Portage County Budget Commission.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

12. The Board of Commissioners acknowledged receipt of the February 28, 2022 Certificate of the County Auditor that the Total Annual Appropriations from each fund do not exceed the Official Certificate of Estimate Resources for the fiscal year beginning January 1, 2022, as presented by the Portage County Auditor's Office.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

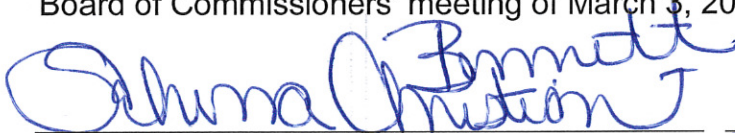
Motion Carries

Motion: by Commissioner Christian-Bennett, seconded by Commissioner Kline that the Board adjourns the Meeting of **March 3, 2022 at 11:11 AM.**

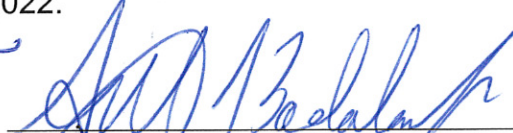
All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Kline, Yea;
Commissioner Badalamenti, Yea;

Motion Carries

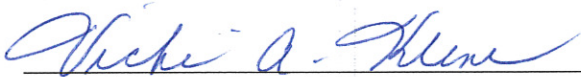
We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of March 3, 2022.



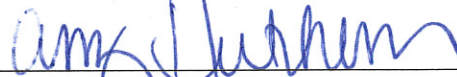
Sabrina Christian-Bennett, President



Anthony J. Badalamenti, Vice President



Vicki A. Kline, Board Member



Amy Hutchinson, Clerk