



Portage County Board of Commissioners
Meeting Minutes

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

Amy Hutchinson, Clerk
330-297-3600

Thursday, November 18, 2021

9:00 AM

Commissioners' Board Room

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

The Portage County Board of Commissioners' meeting came to order 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, and Brian Ames

Recess to Solid Waste Management District: 9:00 AM
Reconvened: 9:35 AM

HUMAN RESOURCES

Present: Director Janet Kovick

Journal Entries:

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

- Hire John Kalta as a Wastewater Superintendent, replacing James Akerley, for the Portage County Water Resources Department. The start date will be November 15, 2021. Mr. Kalta is a current employee of the Water Resources Department and will not need the drug and alcohol screening, background check nor Motor Vehicle check.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

- Hire Allison Erisey for Grant Administrator, replacing Dan Banks, for the Portage County

Board of Commissioners. The tentative start date will be December 6, 2021. The Board of Commissioners agrees that this hire is contingent upon the applicant passing the required pre-employment testing.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

- Hire Heather Echelberry as HR Generalist, replacing Jenna Morgan, for the Portage County Human Resources Department. The tentative start date will be December 20, 2021. The Board of Commissioners agrees that this hire is contingent upon the applicant passing the required pre-employment testing.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

- Hire Jacqueline Sadler as Financial Analyst, replacing Kevin Egler, for the Portage County Water Resources Department. The start date will be December 6, 2021. Ms. Sadler is a current employee of the Portage County Sheriff's Department and will not need the drug and alcohol screening, background check, or motor vehicle check.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

- Rescind the Journal Entry from November 9, 2021, hiring Natalie Anderson as a Social Service Worker 3 replacing the position previously held by Kirstie Clapper for Portage County Job & Family Services. Ms. Anderson declined the employment offer.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

DEPARTMENT OF BUDGET & FINANCE

Present: Director Joe Harris

Resolutions:

1. The Board of Commissioners agrees to approve the Thursday, November 18, 2021 bills/ACH payments, wires, journal vouchers and then & nows as applicable, as presented by the County Auditor and reviewed by the Department of Budget and Financial Management./Resolution No. 21-0854
2. The Board of Commissioners agrees to amend the General Fund 2021 Annual Appropriation Resolution No. 20-0802, adopted December 17, 2020./Resolution No. 21-0855
3. The Board of Commissioners agrees to amend the Non-General Fund 2021 Annual Appropriation Resolution No. 20-0803, adopted December 17, 2020./Resolution No. 21-0856
4. Transfer from Fund 001, General Fund to Fund 3012, GO Bonds 2001 Riddle Block./Resolution No. 21-0857
5. Transfer from Fund 1201, Motor Vehicle Gas Tax, to Fund 4251 (Ravenna Road Bridge Replacement)/Resolution No. 21-0858
6. Transfer from Fund 1201, Motor Vehicle Gas Tax, to Fund 4254 (Small Bridge Replacement)/Resolution No. 21-0859
7. Cash Advance from Fund 0001, General Fund to Fund 3142, SA PCW Bonds 2007./Resolution No. 21-0860
8. Cash Advance from Fund 0001, general Fund to Fund 3014 GO Bonds 2001 USDA RP./Resolution No. 21-0861
9. Cash Advance from Fund 0001, General Fund to Fund 3011 GO Bonds 1998 USDA./Resolution No. 21-0862

Discussion:

1. Budget
Director Harris asked about the increased percentage amount for those departments who did not participate in the Compensation Management study and the Board agreed to provide an average of 3%. Director Harris will bring back a Journal Entry to move forward next week.

Sheriff's Radios: The Sheriff's Office hasn't done a sweeping purchase since 2008 and they need of 150 walkie-talkies and 22 mobile radios. If the radios are purchased now, it would save the County \$1,000 per radio or \$150,000 total. The Board agreed to move forward with the request and Director Harris will bring back a Resolution next week.

OSU Extension: Commissioner Christian-Bennett noted in the past, the Board provided \$90,000 to the Extension Office and they are asking for a modest increase. Commissioner Christian-Bennett will provide the numbers to Director Harris.

Commissioner Christian-Bennett asked about the budget discussions with the Elected Officials and Director Harris replied he has one remaining department to meet with and he's still waiting for Director Townend's information. Director Harris will prepare a report for his December 2nd budget meeting with the Board.

JOB & FAMILY SERVICES

Present: Director Kelli Jo Jeffries

Discussion:

1. Data Report
Director Jeffries presented the August/September 2021 Data Report for Job and Family Services.
2. Child Support – Performance Standards Acknowledgment
The Division surpassed State averages in all performance categories and certificates were created and distributed to staff.
3. Group Home - One Year COA Award Letter
The one-year accreditation letter for the group home has been received and some quality assurance measures still need to be built-in, but the state provided an additional year to receive the information.
4. Group Home – State Licensing Renewal Status
Job and Family Services is in the process of licensing the group home as it's been 2 years. Director Jeffries is required by statute to present all group home policies and handbooks to the Board once they have been modified.

Commissioner Kline asked about the plans for another group home and Director Jeffries explained after the new year, she would like to present a proposal for a girl's group home.

5. OMJ – Employment Incentive Program Update
Job and Family Services was featured on Channel 5 News, and they've received 6 applications.
6. OMJ- Representative Pavilga Commendation for CCMEP Program
Staff received an award and Representative Pavilga presented a proclamation from the Statehouse a couple of days ago and she also shadowed some of the Child Protective workers. Director Jeffries noted how fortunate we are to have her in Portage County.

PLEASE ADD TO YOUR AGENDA

November 18, 2021

Journal Entry:

1. Notwithstanding and as an exception to Section 23 (D)(1) of the Personnel Policy Manual, each Commissioners' Department Director is authorized, not required, to grant four (4) hours of paid holiday leave to non-essential full-time employees and two (2) hours of paid holiday leave to non-essential part-time employees, which may be used on:

- Thursday, December 23, 2021;
- Monday, December 27, 2021;
- Thursday, December 30, 2021; or
- Monday, January 3, 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Recess: 9:58 AM

Reconvened: 10:00 AM

Recess into the Public Hearing: 10:00 AM

PY 2021 TARGET OF OPPORTUNITY CARES ACT (CDBG-CV) PROGRAM

**PUBLIC HEARING
NOVEMBER 18, 2021
10:00 A.M.**

Present: Regional Planning Commission Director Todd Peetz, Lisa Reeves, CDBG Specialist, Commissioner Christian-Bennett, Commissioner Badalamenti, Commissioner Kline, Michelle Crombie, County Administrator, Joe Harris, Department of Budget and Financial Management Director, Amy Hutchinson, Clerk, Terry Mott, Ed Dean, Barb Tittle, Chris Meduri, Diane Smith.

1. Introduction – Lisa Reeves

Ms. Reeves is the CDBG Specialist for the Regional Planning Commission, and she will be explaining the program to the Board and the general public.

The Regional Planning Commission is preparing the application on behalf of the Board of Commissioners and Family and Community Services.

2. Presentation of the Grant Application – Lisa Reeves

2021 Target of Opportunity CARES Act (CDBG-CV) Program

Family & Community Services, Inc. operates a transitional housing program in Portage County called Portage Area Transitional Housing (PATH). This program serves low-moderate income clientele who are experiencing homelessness and are in need of intensive case management to promote stable housing at program exit. PATH provides a total of six (6) units to families in need and serves the most vulnerable populations in Portage County. There are approximately 18 individuals served by this program each year.

Family & Community Services, Inc. also operates a permanent supportive housing program in Portage County called Interagency Support Services Providers (ISSP). This program serves low-moderate income clientele who are experiencing homelessness and have disabilities that warrant a need for supportive services in order to maintain stable housing. ISSP provides a total of 18 units to individuals and families in need and serves the most vulnerable populations in Portage County. There are approximately 30 individuals served by this program each year. Family & Community Services, Inc. is requesting funding for hard surface flooring and HVAC updates at its Supportive Housing Program funded "transitional housing". The hard surface flooring will provide Family & Community Services, Inc. with the ability to better clean and sanitize facilities and current HVAC units will be updated with more efficient models to provide improved air filtration and purification. These improvements will help Family & Community Services, Inc. better prevent the spread of COVID-19, and more effectively respond to the pandemic. These facility improvements will also create long term impact by increasing housing quality and access, therefore enhancing housing stability for those served by this program.

The buildings to be renovated are as follows:

Transitional Housing

- 161/163 Currie Hall, Kent City (2 units)
- 1540/1542 Benjamin Court, Kent City (2 units)
- 1536/1538 Benjamin Court, Kent City (2 units)

Permanent Supportive Housing

- 1019 – 1033 Graham Road, Kent City (10 units)
- 1548/1550 Benjamin Court, Kent City (2 units)

Two-Hundred Fourteen Thousand One Hundred Dollars (\$214,100) (excludes administration) in CDBG funds will be used to remove all existing flooring, minimal floor prep/subfloor replacement and installation of new vinyl plank flooring in 18 units as well as the replacement of horizontal furnace/air handler in two (2) units. The administration is estimated at \$21,000 and will be added to the \$214,100.

3. Questions :

Mr. Ames noted he had a question and Commissioner Christian-Bennett proceeded to swear him in as follows:

Do you solemnly affirm under the penalties of the law of perjury of the State of Ohio that the testimony you are about to give shall be the truth, the whole truth and nothing but the truth?

Please respond: I do.

Mr. Ames responded - I do.

Mr. Ames noted a public hearing is for the public and this is being presented not as a public hearing, the public members haven't been given whatever we are looking at. It's a sham. He is live streaming this to the public and all they see is the back of a head sitting at a table. That is not a public hearing. It's just another department coming in and that's the way it's being conducted and that is not proper.

Ms. Reeves mentioned if anyone would like to see the grant application, it's available. Mr. Ames requested a copy of the hearing handouts and Ms. Reeves immediately presented him with a copy.

Director Peetz noted the pre-application was submitted to the state and they are looking forward to assisting.

Motion: by Commissioner Christian-Bennett, seconded by Commissioner Kline that the Board adjourns the Public Hearing on November 18, 2021, at 10:07 AM.

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

Motion Carries

Reconvene the Commissioners' regular meeting: 10:07 AM

Resolution:

1. The Board of Commissioners authorizes the application with the Ohio Development Services Agency, Office of Community Development for the 2021 Target of Opportunity Cares Act (CDBG-CV) Program Funds as presented by the Regional Planning Commission./Resolution No. 21-0863

MISCELLANEOUS ITEMS

1. The Board of Commissioners approves the November 9, 2021, regular meeting minutes.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Journal Entries:

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

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 the receipt of the Portage County Investment Portfolio Report for October 2021 as presented by the Portage County Treasurer.

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 Portage County Investment Reconciliation for the month of October 2021 as presented by the County Treasurer.

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 authorized Commissioner Sabrina Christian-Bennett, President of the Board, to sign the Office of Community Development 2016 Target of Opportunity Program, New Horizon Grant, Amended Scope of Work and Budget as presented by Regional Planning Commission. Documents reviewed by Department of Budget & Financial Management, with no exceptions noted.

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 November 8, 2021 Certificate of the County Auditor that the Total Annual Appropriations from each fund do not exceed the Official Estimate Resources for the fiscal year beginning January 1, 2021, 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

6. The Board of Commissioners acknowledged receipt of the November 12, 2021 Certificate of the County Auditor that the Total Annual Appropriations from each fund do not exceed the Official Estimate Resources for the fiscal year beginning January 1, 2021, 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

7. The Board of Commissioners authorized Commissioner Sabrina Christian-Bennett, President of the Board, to sign the Eighth Quarter (July 1, 2021 to September 30, 2021) Cash Reimbursement Request in the amount of \$20,000.00 for the EMPG COVID-19 Supplemental FY20 Q-8 Grant, as prepared by the Homeland Security and Emergency Management Office and reviewed by the Department of Budget & Financial Management, with no exceptions noted. Copies of this request will be kept on file at the Homeland Security and Emergency Management Office.

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 November 12, 2021 correspondence to Hartford Fire Surety Company discharging and releasing the Permit Bond for Sugarbush Logging, LLC, and Hartford Fire Insurance Company from any and all past, present, and future liability under Bond #45BSBIQ9493 as presented by the County Engineer's Office.

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 acknowledged receipt of the November 9, 2021 correspondence from Judge Patricia J. Smith, including Journal Entry 2021 JMX 14

(Amended), requesting \$1,826,638.00 for the Juvenile Court Fund 570 and \$496,560.00 for the Juvenile Court Probation Fund 580 for Fiscal Year 2022 and Journal Entry 2021 MI 53 (Amended), requesting \$1,245,044.00 for the Probate Court Fund 560 for the Fiscal Year 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Resolutions:

1. Authorizing and accepting the FY2020 Coronavirus emergency supplemental funding program from the Ohio Office of Criminal Justice Service on behalf of the Portage County Juvenile Court. Documents reviewed by the Department of Budget & Financial Management, with no exceptions noted./Resolution No. 21-0864
2. The Board of Commissioners accepted the donations to the Dog Warden's Office./Resolution No. 21-0865
3. The Board of Commissioners agrees to enter into an agreement with Portage County Job & Family Services and the Lighthouse Family Center, LTD for family and individual counseling and therapeutic services for Children Services./Resolution No. 21-0866
4. The Board of Commissioners agrees to enter into an agreement with Stepping Stone Community Services for a Felony/Misdemeanor Anger Management Program for the Adult Probation Department./Resolution No. 21-0867
5. The Board of Commissioners agrees to enter into a real estate lease agreement for the property located at 449 South Meridian Street, Ravenna, OH with the Portage County Health District for the Portage WIC Annex./Resolution No. 21-0868

PROSECUTOR'S OFFICE

Present: Attorney Chris Meduri

10:14 AM In accordance with the Ohio Rev. Code 121.22(G)(3), it was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the Board of Commissioners moves into executive session to conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action. Also attending: Administrator Crombie, Attorney Meduri and Attorney Kathleen Minahan

11:02 AM Upon conclusion of the above-referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline that the Board of Commissioners moves out of

executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea; Anthony J. Badalamenti, Yea;

After exiting the executive session, the Board took no action.

PUBLIC COMMENT

Present: Brian Ames

Mr. Ames had a concern about public records, particularly the reliance of the meeting minutes on the Auditor's records (Then & Nows). The Auditor's Office is on a 5-year retention schedule and the Courts have already said that you need to keep your own records, you can't rely on the Auditor's records. There are 5 years of records at the Auditor's Office that have not been retained by the Commissioners and they are going to fall off the cliff. In order to preserve the accuracy of the Commissioners' records, you need to capture the records from the Auditor's Office, so they are not disposed of. When Mr. Ames inquired whether that was being done, he was told there was no plan to do that, and nobody seemed to be aware they were on a 5-year retention. Mr. Ames wants to ensure that we don't have a situation where we can prevent the records from being incomplete and we can prevent this by taking the action to preserve the records now. There are a lot of records that have already been disposed of and there's no way to get them back, but we can prevent more of that from happening by taking action and attaching the records.

PUBLIC COMMENT

Present: Barb Tittle

Ms. Tittle inquired about the money authorized to pay for the Sheriff's radios and she remembered back in the summertime, the Board specifically talked about a state grant that was available for that purpose and Commissioner Christian-Bennett noted the grant was for body cameras for the Sheriff's Office. Administrator Crombie pointed out that the Board hired a new Grants Administrator that will work closely with the Sheriff's Office.

Discussion:

1. Iraquois Drive, Brady Lake (Kent)

Mr. Heeter is interested in purchasing a home on Iraquois Drive that encroaches on County property and Mr. Heeter would like to know if the Board will sell the property to him for \$1.00? Commissioner Kline asked how large is the parcel and Commissioner Christian-Bennett explained it's a cookie-cutter lot in Brady Lake and the Board previously attempted to resolve this situation but received no response. The bulk of the house Mr. Heeter is trying to purchase is on the County's property. The Prosecutor's Office indicated the Board needs to consider 2 items: (1) whether the land is no longer needed for any public purpose and if not (2) establish the fair market value because real property sold to a private party will need to be sold for its fair market value if the Board determines it has no public use of the property.

Commissioner Christian-Bennett read the history and explained the home at 2259 Iraquois Drive is almost entirely built on the lot owned by Linda Kitchen Mullen and the Mullen home is almost entirely built on the County's lot. In 2006, the County prepared the necessary paperwork to replat the 3 lots (Byerly, Mullens, and the County), but the only way to move forward was if Mrs. Byerly put the title of her property into her name, as her husband passed away. Mrs. Byerly was contacted at the time and indicated she had an attorney and would investigate. At that point, the property needed to be surveyed and the lot lines redrawn to correct the problem. The Prosecutor's Office advised the Board in June of 2012 that without Byerly's cooperation, there is no solution in this matter.

The Board asked Administrator Crombie to work with the Internal Services Director to obtain additional information such as the size of the parcel, the fair market value on the property, and whether there's a County purpose for the property. Commissioner Christian-Bennett is interested in whether Mrs. Byerly was able to get the house put into her name.

2. Regular Tuesday Meeting November 30th.

The Board agreed it doesn't need a meeting on November 30th and the Clerk will send notice to the newspaper.

The Board will meet on Tuesday, November 23rd as the Administration Building will be closed next Thursday for Thanksgiving.

The Board will also be meeting on Tuesday, December 7th instead of Thursday, December 9th due to the County Commissioners' Association of Ohio.

The Commissioners' last meeting day of the year will be Thursday, December 16th.

3. County Maps

The Board agreed to order 3 boxes of new maps from the County Engineer's Office.

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RESOLUTION NO. 21-0854 - RE: BILLS, JOURNAL VOUCHERS, THEN AND NOWS, AND WIRE TRANSFERS, AS APPLICABLE, APPROVED FOR PAYMENT BY THE PORTAGE COUNTY AUDITOR.

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

RESOLVED, that the County Auditor has been approved to pay the following payments, as applicable, contingent upon the verification of the reports as presented by the County Auditor to the Department of Budget and Financial Management and/or County Administrator as follows:

Bills/ACH for Funds 0001-8299 (including late fees in the amount of \$42.68)	Date: 11/18/21	Total \$1,461,533.98
Journal Vouchers	Date: 11/18/21	Total \$258.15
Then and Nows Certifications	Date: 11/18/21	Total \$430,069.34
Wire Transfers	Date: 11/18/21	Total \$579,895.03

; 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;



Department of Budget and Financial Management
 Joe Harris, Director

Board of Commissioners

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

To: Portage County Board of Commissioners
 From: Joe Harris, Department of Budget and Financial Management
 Date: 11/18/2021

Re: Expenditure Review for Board Resolutions, 11/18/2021

Solid Waste: (Funds 8300-8399)

Bill Payment list \$ 10,566.64 (Includes late fees of: \$0.00)
 Journal Vouchers totaling: \$ 0
 Then and Now list totaling: \$ 292.80

County funds 0001-8299

Bill Payment and ACH list totaling:
 Bill Payment list \$ 1,461,533.98 (Includes late fees of: \$ 42.68)
 ACH/Neil Group of \$ 0
 ACH payment list totaling: \$ 0
 Health Benefit Wire transfers totaling:
 Medical Mutual Admin of \$ 0
 Medical Mutual Claims of \$ 577,037.64
 Medical Mutual Flex Admin of \$ 0
 Medical Mutual Flex Claims of \$ 2,857.39
 Journal Vouchers totaling: \$ 258.15
 Then and Now list totaling: \$ 430,069.34
 Debt Service wire list \$0

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**RESOLUTION NO. 21-0855 - RE: AMENDMENT TO THE GENERAL FUND
2021 ANNUAL APPROPRIATION
RESOLUTION NO. 20-0802 ADOPTED
DECEMBER 17, 2020**

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

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

						<u>Increase</u>	<u>Decrease</u>
0001	Commissioners						
00015	Materials & Supplies					\$ 8,000	
00016	Capital Outlay					\$ 7,000	
						\$ 15,000	\$ -
<i>Memo: Training Room/ Grants Administrator</i>							
0020	Building Regulation						
00205	Materials & Supplies					\$ 197,000	
						\$ 197,000	\$ -
<i>Memo: New Software</i>							
0560	Probate Court						
05604	Contract Service						\$ 6,923
05605	Materials & Supplies					\$ 6,923	
						\$ 6,923	\$ 6,923
<i>Memo: To cover expenses</i>							
0570	Juvenile Court						
05704	Contract Services					\$ 24,500	
05705	Materials & Supplies						\$ 24,500
						\$ 24,500	\$ 24,500
<i>Memo: To cover expenses</i>							
0590	Adult Probation						
05905	Materials & Supplies					\$ 12,000	
						\$ 12,000	\$ -
<i>Memo: Additional testing kits</i>							
Total:						\$ 255,423	\$ 31,423

; and be it further

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

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

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

Roll call as Follows:

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

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**RESOLUTION NO. 21-0856 - RE: AMENDMENT TO THE NON-GENERAL
FUND 2021 ANNUAL APPROPRIATION
RESOLUTION NO. 20-0803 ADOPTED
DECEMBER 17, 2020**

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

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

						Increase	Decrease
1028	Probate Court IT Employee						
10283	Personal Services					\$ 2,000	
						\$ 2,000	\$ -
<i>Memo:</i>	payroll for rest of year						
1166	EMPG Homeland Security						
11666	Capital Outlay					\$ 33,000	
						\$ 33,000	\$ -
<i>Memo:</i>	increase for new Vehicle						
1170	LEPC/CERP						
11704	Contract Services					\$ 12,000	
						\$ 12,000	\$ -
<i>Memo:</i>	Increase for budget						
1201	Motor Vehicle & Gas Tax						
12014	Contract Services					\$ 25,000	
12015	Materials & Supplies						\$ 25,000
						\$ 25,000	\$ 25,000
<i>Memo:</i>	Transfer to cover expenses						
1251	CDBG County Formula						
12514	Contract Services					\$ 63,670	
						\$ 63,670	\$ -
<i>Memo:</i>	Appropriate RLF Funds						
TOTAL MEMO BALANCE ALL AMENDMENTS:						\$ 135,670	\$ 25,000

; and be it further

RESOLVED,
purposes

that the notes of explanation in this resolution are for informational

expenditures

only and are not intended to restrict the expenditure of those appropriated funds to any single purpose. Such funds are for the use of all

that are lawful under the approved appropriation; and be it further

RESOLVED,
be

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

It further

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

Roll call as Follows:

Vicki A. Kline, Yea;
Badalamenti, Yea

Sabrina Christian-Bennett, Yea;

Anthony J.

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RESOLUTION NO. 21-0857 - RE: TRANSFER FROM FUND 0001, GENERAL FUND TO FUND 3012, G O BONDS 2001 RIDDLE BLOCK

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

WHEREAS, the principle and interest payments on the G O Bonds 2001, Riddle Block is due on December 1, 2021, and

WHEREAS, funds collected from rentals do not cover the entire principal and interest payment due on the bond and,

WHEREAS, the Portage County Board of Commissioners wishes to transfer funds to pay the bond principle and interest; now therefore be it

RESOLVED, that the transfer in the amount of \$32,900.00 be made as follows:

FROM:

FUND 0001, GENERAL FUND

ORGCODE: 00100009

Debit Expense Account

Object 910000: Transfers Out \$ 32,900.00

FUND 3012, G O BONDS 2001 RIDDLE BLOCK

ORGCODE: 30120012

Revenue Account

Object 280000: Transfers In \$ 32,900.00

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 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. 21-0858 - 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 \$2,481.00.

FROM:

FUND 1201, Motor Vehicle Gas Tax Fund

ORGCODE- 12018209

Debit Expense Account

Object: 910000 – Transfers Out

\$2,481.00

TO:

FUND 4251, Ravenna Road Bridge Replacement

ORGCODE – 42518202

Credit Revenue Account

Object: 280000 - Transfer In

Project: 40448

\$2,481.00

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. 21-0859 - RE: TRANSFER FROM FUND 1201, MOTOR
VEHICLE GAS TAX, TO FUND 4254 (SMALL
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 \$286,830.00.

FROM:

FUND 1201, Motor Vehicle Gas Tax Fund

ORGCODE- 12018209

Debit Expense Account

Object: 910000 – Transfers Out \$286,830.00

TO:

FUND 4254, Small Bridge Replacement

ORGCODE – 42528202

Credit Revenue Account

Object: 280000 - Transfer In

Project: DGY4 \$286,830.00

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. 21-0860 - RE: CASH ADVANCE FROM FUND 0001,
GENERAL FUND TO FUND 3142, SA PCW
BONDS 2007**

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

WHEREAS, fund 3142, SA PCW BONDS 2007, fund's current obligations are exceeding actual revenue therefore; the fund is in need of interim cash until receipt of funds from special assessments are received; now therefore be it;

RESOLVED, that the following cash advance be made in the amount of \$23,000:

FROM:

FUND 0001, GENERAL FUND

ORGCODE- 00100009

Debit Expense Account

Object 920000 - Advances-Out	\$23,000
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TO:

FUND 3142 SA PCW BONDS 07

ORGCODE - 31420102

Credit Revenue Account

Revenue Source 290000 - Advance-In	\$23,000
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;and be it further

RESOLVED, the advance will be repaid to the General Fund when Special Assessments 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 Portage County Auditor,

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. 21-0861 - RE: CASH ADVANCE FROM FUND 0001,
GENERAL FUND TO FUND 3014 GO BONDS
2001 USDA RP,**

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

WHEREAS, fund 3014 GO BONDS 2001 USDA RP, fund's current obligations are exceeding actual revenue therefore; the fund is in need of interim cash; now therefore be it;

RESOLVED, that the following cash advance be made in the amount of \$ 41,000:

FROM:

FUND 0001, GENERAL FUND

ORGCODE- 00100009

Debit Expense Account

Object 920000 - Advances-Out

\$41,000

TO:

FUND 3014 GO BONDS 2001 USDA RP,

ORGCODE - 30140012

Credit Revenue Account

Revenue Source 290000 - Advance-In

\$41,000

; and be it further

RESOLVED, the advance will be repaid to the General Fund when funds are available; 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 Portage County Auditor,

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. 21-0862 - RE: CASH ADVANCE FROM FUND 0001,
GENERAL FUND TO FUND 3011 GO BONDS
1998 USDA,**

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

WHEREAS, fund 3011 GO BONDS 1998 USDA, fund's current obligations are exceeding actual revenue therefore; the fund is in need of interim cash; now therefore be it;

RESOLVED, that the following cash advance be made in the amount of \$43,000:

FROM:

FUND 0001, GENERAL FUND

ORGCODE- 00100009

Debit Expense Account

Object 920000 - Advances-Out \$43,000

TO:

FUND 3011 GO BONDS 1998 USDA

ORGCODE - 30110012

Credit Revenue Account

Revenue Source 290000 - Advance-In \$43,000

; and be it further

RESOLVED, the advance will be repaid to the General Fund when funds are available, 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 Portage County Auditor,

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: 21-0863 - RE: AUTHORIZING FILING AN APPLICATION
WITH THE OHIO DEVELOPMENT SERVICES
AGENCY, OFFICE OF COMMUNITY
DEVELOPMENT FOR THE 2021 TARGET OF
OPPORTUNITY CARES ACT (CDBG-CV)
PROGRAM FUNDS**

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

WHEREAS, Portage County is permitted to apply for 2021 Target of Opportunity CARES Act (CDBG-CV) program funds in the amount of \$235,100; AND NOW THEREFORE BE IT

RESOLVED, The Board of Portage County Commissioners authorize the filing of the 2021 Target of Opportunity CARES Act (CDBG-CV) Grant in the amount of \$235,100 to be administered by the Portage County Regional Planning Commission; AND BE IT FURTHER

RESOLVED, Portage County agrees to comply with all State and Federal Regulations and Guidelines in the administration and implementation of these funds and designates the President of the Portage County Board of Commissioners as Chief Elected Official to sign all necessary documents in connection with this grant; AND BE IT FURTHER

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

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

Roll call vote as follows:

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

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**RESOLUTION NO. 21-0864 - RE: AUTHORIZING AND ACCEPTING THE FY
2020 CORONAVIRUS EMERGENCY
SUPPLEMENTAL FUNDING PROGRAM
FROM THE OHIO OCJS ON BEHALF OF
THE PORTAGE COUNTY JUVENILE
COURT.**

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

WHEREAS, this funding has been established in Portage County for the following:

- To provide technological enhancements to address the ongoing need for remote supervision of court involved youth during the coronavirus pandemic;
- To purchase iPads to assist with the remote supervision of court involved youth;
- To enable the staff to use video conferencing platforms such as Zoom or Microsoft Teams to assist with the supervision of Court involved youth. Video conferencing will allow the staff to effectively communicate with the youth but also have face-to-face contacts and view the youth's location and surroundings
- To allow for staff to continue the rehabilitative process through the evidence-based practices including Effective Practices in Community Supervision (EPICS) as well as Carey Guides and;
- To administer the Court's evidence-based Girl's Circle and Cognitive Behavioral Intervention for Substance Abuse (CBI-SA) programs virtually.

WHEREAS, the 2020 Coronavirus Emergency Supplemental Funding Program OCJS funds would be \$4,236.00 for the purchase of 12 iPads, \$552.00 for supplies and \$840.00 for the maintenance, with no local match and

WHEREAS, making the Total Available Program Funds to be \$5,628.00; now therefore be it;

; 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. 21-0866 - RE: ENTER INTO AN AGREEMENT BETWEEN
THE BOARD OF COMMISSIONERS ON
BEHALF OF PORTAGE COUNTY JOB &
FAMILY SERVICES AND THE LIGHTHOUSE
FAMILY CENTER, LTD. FOR FAMILY AND
INDIVIDUAL COUNSELING AND
THERAPEUTIC SERVICES FOR CHILDREN
SERVICES.**

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

WHEREAS, Portage County Job & Family Services is in need of Family and Individual Counseling and Therapeutic Services to benefit individuals who have or recently have had involvement with the Children Services Division; and

WHEREAS, requests for Proposals were sent to twelve (12) potential service providers; and

WHEREAS, three (3) proposals were received, opened, and tabulated for Family and Individual Counseling and Therapeutic Services for Children Services on October 20, 2021; and

WHEREAS, The Lighthouse Family Center, Ltd. is willing and able to provide these services; and

- RESOLVED,** that the Board of Portage County Commissioners does hereby enter into an Agreement between the Board of Commissioners on behalf of Portage County Job & Family Services and The Lighthouse Family Center, Ltd. with its principal place of business located at 2416 Whipple Avenue, NW, Canton, Ohio 44708, for the period January 1, 2022 through December 31, 2022, with the option to extend two (2) additional years; and be it further
- RESOLVED,** that the total amount of this Agreement is not to exceed Thirty-three thousand three hundred sixty and 00/100 dollars (\$33,360.00); and be it further
- RESOLVED,** that funding for this agreement will come from Job & Family Services fund 1415; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all 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. 21-0867 - RE: ENTER INTO AN AGREEMENT BETWEEN
THE PORTAGE COUNTY COMMISSIONERS
AND STEPPING STONE COMMUNITY
SERVICES FOR A FELONY/MISDEMEANOR
ANGER MANAGEMENT PROGRAM FOR THE
ADULT PROBATION DEPT.**

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

WHEREAS, Portage County has received grant funds and is to operate an Anger Management Program as the result of a grant to be received through the Ohio Department of Rehabilitation and Corrections, which will be implemented at Portage County Adult Probation Office in Ravenna, Ohio;

RESOLVED, that the Board of Commissioners hereby agrees to engage the Consultant, **Stepping Stone Community Services, 223 W. Main Street, Ravenna Oh 44266**, to perform consulting services for the period of July 1, 2021 through

June 30, 2023, in an amount not to exceed Forty thousand, two hundred thirty-nine and 00/100 dollars (\$40,239.00); and be it further

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

Roll call vote as follows:

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

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RESOLUTION NO. 21-0868 - RE: ENTER INTO REAL ESTATE LEASE AGREEMENT FOR THE PROPERTY LOCATED AT 449 SOUTH MERIDIAN STREET, RAVENNA, OH WITH THE PORTAGE COUNTY HEALTH DISTRICT FOR THE PORTAGE WIC ANNEX.

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

WHEREAS, the Board of Commissioners wishes to lease real estate property situated in the County of Portage, known for street numbering purposes as 449 S. Meridian St. Ravenna, Ohio; and

WHEREAS, the Portage County Health District has an interest in leasing said property for the WIC agency in the WIC annex area; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into a Lease Agreement for the property listed above with the Portage County Health District for a term of (1) year, beginning October 1, 2021 and ending September 30, 2022 and be it further

RESOLVED, that the amount of rent shall be \$11.12 per sq. ft. for the WIC area (total of 3,145 sq. ft.) based on the Portage County cost allocation plan, in equal monthly installments of Two thousand, nine hundred fourteen dollars and thirty-seven cents (\$2,914.37) each payable on the 1st day of each month; 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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Journal Entries

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

- Hire John Kalta as a Wastewater Superintendent, replacing James Akerley, for the Portage County Water Resources Department. The start date will be November 15, 2021. Mr. Kalta is a current employee of the Water Resources Department and will not need the drug and alcohol screening, background check nor Motor Vehicle check.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

- Hire Allison Erisey for Grant Administrator, replacing Dan Banks, for the Portage County Board of Commissioners. The tentative start date will be December 6, 2021. The Board of Commissioners agrees that this hire is contingent upon the applicant passing the required pre-employment testing.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

- Hire Heather Echelberry as HR Generalist, replacing Jenna Morgan, for the Portage County Human Resources Department. The tentative start date will be December 20, 2021. The Board of Commissioners agrees that this hire is contingent upon the applicant passing the required pre-employment testing.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

- Hire Jacqueline Sadler as Financial Analyst, replacing Kevin Egler, for the Portage County Water Resources Department. The start date will be December 6, 2021. Ms. Sadler is a current employee of the Portage County Sheriff's Department and will not need the drug and alcohol screening, background check, or motor vehicle check.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

- Rescind the Journal Entry from November 9, 2021, hiring Natalie Anderson as a Social Service Worker 3 replacing the position previously held by Kirstie Clapper for Portage County Job & Family Services. Ms. Anderson declined the employment offer.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

2. Notwithstanding and as an exception to Section 23 (D)(1) of the Personnel Policy Manual, each Commissioners' Department Director is authorized, not required, to grant four (4) hours of paid holiday leave to non-essential full-time employees and two (2) hours of paid holiday leave to non-essential part-time employees, which may be used on:

- Thursday, December 23, 2021;
- Monday, December 27, 2021;
- Thursday, December 30, 2021; or
- Monday, January 3, 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

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

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 the receipt of the Portage County Investment Portfolio Report for October 2021 as presented by the Portage County Treasurer.

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 Portage County Investment Reconciliation for the month of October 2021 as presented by the County Treasurer.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

6. The Board of Commissioners authorized Commissioner Sabrina Christian-Bennett, President of the Board, to sign the Office of Community Development 2016 Target of Opportunity Program, New Horizon Grant, Amended Scope of Work and Budget as presented by Regional Planning Commission. Documents reviewed by Department of Budget & Financial Management, with no exceptions noted.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

7. The Board of Commissioners acknowledged receipt of the November 8, 2021 Certificate of the County Auditor that the Total Annual Appropriations from each fund do not exceed the Official Estimate Resources for the fiscal year beginning January 1, 2021, 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

8. The Board of Commissioners acknowledged receipt of the November 12, 2021 Certificate of the County Auditor that the Total Annual Appropriations from each fund do not exceed the Official Estimate Resources for the fiscal year beginning January 1, 2021, 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

9. The Board of Commissioners authorized Commissioner Sabrina Christian-Bennett, President of the Board, to sign the Eighth Quarter (July 1, 2021 to September 30, 2021) Cash Reimbursement Request in the amount of \$20,000.00 for the EMPG COVID-19 Supplemental FY20 Q-8 Grant, as prepared by the Homeland Security and Emergency Management Office and reviewed by the Department of Budget & Financial Management, with no exceptions noted. Copies of this request will be kept on file at the Homeland Security and Emergency Management Office.
- 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 signed the November 12, 2021 correspondence to Hartford Fire Surety Company discharging and releasing the Permit Bond for Sugarbush Logging, LLC, and Hartford Fire Insurance Company from any and all past, present, and future liability under Bond #45BSBIQ9493 as presented by the County Engineer'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 November 9, 2021 correspondence from Judge Patricia J. Smith, including Journal Entry 2021 JMX 14 (Amended), requesting \$1,826,638.00 for the Juvenile Court Fund 570 and \$496,560.00 for the Juvenile Court Probation Fund 580 for Fiscal Year 2022 and Journal Entry 2021 MI 53 (Amended), requesting \$1,245,044.00 for the Probate Court Fund 560 for the Fiscal Year 2022.
- Motion:** Commissioner Badalamenti
Seconded: Commissioner Kline
 All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea; Commissioner Christian-Bennett, Yea;
Motion Carries

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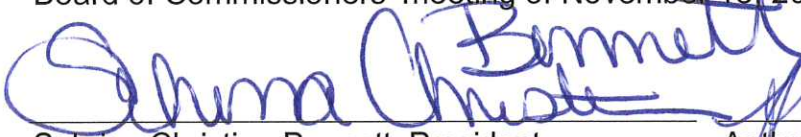
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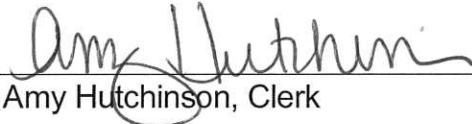
- Motion:** by Commissioner Christian-Bennett, seconded by Commissioner Kline that the Board adjourns the Meeting of November 18, 2021, at 11:17 AM.
- All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Kline, Yea; Commissioner Badalamenti, Yea;
Motion Carries

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of November 18, 2021.


Sabrina Christian-Bennett, President


Anthony J. Badalamenti, Vice President


Vicki A. Kline, Board Member


Amy Hutchinson, Clerk