

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 31, 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 were County Administrator Michelle Crombie, Duane Flowers, Ed Dean, Barb Tittle and Frank Voss

1. The Board of Commissioners approves the March 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**

## **SOLID WASTE**

Present: Director Dawn Collins

### **Discussion:**

1. Tire Collection Event

Director Collins would like to hold a tire collection program and since it's very expensive to go to each community, she'd like to have it at the Recycling Center. Tires will need to be presented without rims as they are an additional \$7.50 per tire. A shredding event and an electronic television cleanup will also be held at the same time. There will be no charge to drop off items with the exception of a \$10 charge for televisions and CRT monitors, and a \$5 charge for printers. The Board approved the request.

2. Drop Off Update

The drop-off boxes have been repainted and relabeled by staff and look really nice. Director Collins is hopeful it will reduce the amount of contamination in the boxes and bring the cost down.

There are four drop-offs that are still under an agreement until the end of 2024 and two that don't have agreements. Director Collins would like to align the two until the end of 2024 and then reevaluate the program.

The District used to run two trucks five days a week before converting to a single stream.

### 3. Auction

Director Collins has three trailers she didn't have titles for during the last auction and now we should be able to sell at least four of the five Parker trucks.

9:08 AM In accordance with the Ohio Rev. Code Ann. 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. Also present: Director Dawn Collins, Attorney Christopher Meduri and County Administrator Michelle Crombie. Roll call vote: Anthony J. Badalamenti, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

9:23 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.

## **WATER RESOURCES**

### **Resolutions:**

1. Agree to accept the surety bond and performance agreement for the construction of sanitary sewer and/or water facilities for the Hickory Creek Phase 1 subdivision Project NO. BR-2 20-140-P in Brimfield Township./Resolution 22-0213

## **HUMAN RESOURCES**

Present: Director Janet Kovick and Office of Homeland Security and Emergency Management Ryan Shackelford and Heather Echelberry

### **Discussion:**

1. Creation of new position in Office of Homeland Security and Emergency Management When Director Shackelford needed additional office staff, he contemplated whether to hire an Office Manager or an Emergency Manager Specialist and he ended up hiring an Office Manager. He would like to promote the current employee to a newly created position entitled Emergency Manager Specialist.

The Office of Homeland Security and Emergency Management's budget begins July 1st and applying the increase today would be about a \$1,700 increase until July 1<sup>st</sup>. If we wait until the new budget cycle, it's about a \$5,600 increase over the entire year. Her step increase in

October will be \$21.84 and the promotion rate will be \$23.64, which is a little under \$2 to move into Step Grade 12 and she is currently at Step Grade 8.

There is no need to hire an Office Manager as the current employee will do both. Director Kovick will bring back a journal entry for Administrator Crombie to sign the Personnel Action Form next week.

## 2. Revised Onboarding Procedures

Director Kovick wanted to revise the onboarding process to make it more structured and to add a few new items such as mandatory training for new hires and entrance interviews.

Commissioner Christian-Bennett suggests language be put into the document which indicates if an employee elects to utilize direct deposit, they will need to include a copy of a personal check so it's clear to the employee that direct deposit is an option and not a mandate. Commissioner Christian-Bennett pointed out that a hard copy of the documents should be available to employees (ie. Personnel Policy Manual) as everyone may not be computer savvy. The guide will be provided to new hires when they are signing their offer letter.

Human Resources will take over the issuance of ID badges and the parking for the Administration Building and Director Kovick will send out an e-mail informing employees of the change.

Commissioner Kline asked if drug testing should be mentioned in the guide and Director Kovick noted it's part of pre-employment testing but could be added.

Commissioner Badalamenti asked if employees could be randomly drug tested during the year and County Administrator replied if there's reasonable suspicion and CDL drivers are subject to random testing, if applicable.

Ms. Echelberry noted there will be two separate guides for distribution, one for Commissioners' staff and one for Elected Officials.

## 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 hire of Kristen Pawcio, as an OMJ Case Manager, in Portage County Department of Job & Family Services, replacing Lee Lovejoy. Tentative start date is April 4, 2022. The Board of Commissioners agree that this hire is contingent upon the applicants 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**

2. Authorize the hire of Shelly Fisher, as an OMJ Case Manager, in Portage County Department of Job & Family Services, replacing Patricia Bearce. Tentative start date is April 4, 2022. The Board of Commissioners agree that this hire is contingent upon the applicants 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**

3. Authorize the hire of Janeen Deluca, as a CSEA Paralegal, in Portage County Department of Job & Family Services, replacing Sheila Cecora. Tentative start date is April 11, 2022. The Board of Commissioners agree that this hire is contingent upon the applicants 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**

4. Accept the resignation of Brittany Tanner, Social Services Worker III, for Portage County Job & Family Services effective April 20, 2022.

**Motion:** Commissioner Badalamenti

**Seconded:** Commissioner Kline

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

5. Authorize the three-day internal posting of a bargaining position, Social Services Worker III, vacated by Brittany Tanner, 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**

6. Accept the resignation of Samantha Shields, Social Services Worker III, for Portage County Job & Family Services effective April 8, 2022.

**Motion:** Commissioner Badalamenti

**Seconded:** Commissioner Kline

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

7. Authorize the three-day internal posting of a bargaining position, Social Services Worker III, vacated by Samantha Shields, 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**

8. Accept the resignation of Kelly Ward, Social Services Worker III, for Portage County Job & Family Services effective April 7, 2022.

**Motion:** Commissioner Badalamenti

**Seconded:** Commissioner Kline

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

9. Authorize the three-day internal posting of a bargaining position, Social Services Worker III, vacated by Kelly Ward, 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**

10. Rescind the resignation of Miranda Lewis, Job and Family Services Social Services Worker III and journal entry adopted on March 17, 2022.

**Motion:** Commissioner Badalamenti

**Seconded:** Commissioner Kline

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

11. Rescind the journal entry adopted on March 17, 2022, approving the posting of Miranda Lewis' Social Service Worker III position for Job and Family Services.

**Motion:** Commissioner Badalamenti

**Seconded:** Commissioner Kline

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

12. Rescind the journal entry adopted on March 17, 2022 hiring Mitzi Mason as the CSEA Paralegal for Job and Family Services.

**Motion:** Commissioner Badalamenti

**Seconded:** Commissioner Kline

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

13. Authorize the hire of Jacob Moore, Operations Manager, reinstated position, for Portage County Solid Waste Management District. The tentative start date is April 11, 2022. The Board of Commissioners agrees this hire is contingent upon the applicants 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**

14. Authorize the transfer of David Krise, Design Technician, to Engineering Technician I, replacing Harry Carpenter at the Water Resources Department, effective April 4, 2022. Since Mr. Krise is a current employee, pre-employment screenings are not required. Mr. Krise will serve a 120-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**

15. Authorize the seven-day internal posting of a bargaining position, Design Technician, vacated by David Krise, for the Water Resources Department, 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**

16. Authorize the seven-day internal posting of a bargaining position, Water Treatment Plant Operator, vacated by Jeremy Phillis, for Portage County Water Resources, 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**

## **INTERNAL SERVICES**

Present: Director JoAnn Townend

**Resolutions:**

1. The Board of Commissioners accepts the bid for furnishing corrugated metal bridge flooring and bridge replacement beams for use by the Portage County Engineer./Resolution 22-0214
2. The Board of Commissioners accepts the bids for furnishing various sizes of storm sewer pipes for use by the Portage County Engineer./Resolution 22-0215
3. The Board of Commissioners accepts the bids of various bituminous liquids for use by the Portage County Engineer./Resolution 22-0216
4. The Board of Commissioners accepts the bids of various bituminous materials for use by the Portage County Engineer./Resolution 22-0217

**JOB AND FAMILY SERVICES**

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

**Discussion:**

1. April Child Abuse and Neglect Awareness Month  
The Board presented a Proclamation to Director Jeffries and staff in support of Child Abuse and Neglect Awareness Month.

Director Jeffries also expressed her gratitude to the voters in Portage County who supported the Job and Family Services Child Welfare levy and to the team within Child and Adult Protective Services.

**Resolutions:**

1. Transfer from Fund 1415, Child Welfare Special Levy Fund to Fund 1410 Public Assistance Fund./Resolution 22-0218
2. Transfer from Fund 1413, WIA Fund to Fund 1410 Public Assistance Fund./Resolution 22-0219

**DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT**

Present: Administrator Crombie

**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 March 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**

<b>Expenditure Review</b>		
County Funds: (0001 – 8399)		
Bill Payment and ACH list totaling:		
Bill Payment list	\$930,602.72	(Includes late fees of: \$4.68)
ACH/Neil Group of	\$0	
ACH Payment list totaling:	\$20.00	
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	\$76,987.50	
Journal Vouchers totaling:	\$11,276,597.30	
Then and Now list totaling:	\$642,392.08	
Debt Service wire list:	\$0	

2. Process the March 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**

## **MISCELLANEOUS**

### **Journal Entries:**

In accordance with ORC 3501.17(J), the Board of Commissioners acknowledged receipt of the Portage County Board of Elections Estimate of the Cost for a Special Election currently scheduled for August 2, 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 Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Record of Proceedings and Transactions for February 2022, 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**

1. The Board of Commissioners acknowledged receipt of the March 25, 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**

2. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for March 21, 2022 through March 27, 2022 as presented by Chief Dog Warden Dave McIntyre.

**Motion:** Commissioner Badalamenti

**Seconded:** Commissioner Kline

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

## **PUBLIC COMMENT**

Present: Wendy DiAlesandro

Ms. DiAlesandro addressed the following questions to the Board during Public Comment:

- Why is the airport in so much debt?
- Who did they owe this money to?
- What is the debt besides \$ 70,000 in fines for an airport fuel tank and half the year of 2020 taxes.
- It's half a million dollars in loans, not to mention something like over \$1 million dollars in grants that the county has co-signed.
- What is the plan to resolve the debt situation?
- I understand you're in the process of hiring a manager, but you've got a call out for a consultant and why would you call for a consultant when you're going to be hiring a manager?
- Has a consultant ever been hired before?
- Why isn't the County auditing the airport on a yearly basis?
- I have a 2020 letter from the State Auditor, saying he couldn't provide any assurance for the airport's financial statements, transactions or balances for 2018 or 2019. He recommended the airport adopt a Records Retention Policy so the State Auditor could access the records it needs, but there doesn't seem to be any records for the airport.
- The airport was able to provide 3 years' worth of budgets, but that doesn't really provide the information needed.

- What's keeping the Manager job from being posted?
- The airport says they are at a break-even point more or less.
- I asked the Airport what about the half-million dollars in loans and he got 'testy'.

Commissioner Christian-Bennett mentioned Public Comment is just that, it's for comment and the Board doesn't normally interact and answer questions.

That being said, Commissioner Christian-Bennett clarified that the Board sent out a proposal for a consultant for the airport to provide an evaluation and the Board hasn't advertised the hire of a Manager. The consultant will help the Board decide what type of management style would be beneficial for the airport and see exactly what the airport's potential could be 5 years or 10 years from now. We've had numerous people look at the airport and its potential, but you can't take a multi-million dollar airport and operate it on a shoestring budget.

Commissioner Christian-Bennett went on to say that the airport board is a volunteer board, so none of the members are paid, they don't control the fuel farm and they don't control the hangars, which are really their main source of revenue.

There's development coming along Route 303 by the Turnpike and one of the developers has several planes at the airport.

Commissioner Christian-Bennett explained we don't own the airport so that's why we're taking a look at a consulting service to see its potential use now and in the future. Ms. DiAlesandro stated it says the Airport is a publicly held entity and Commissioner Christian-Bennett explained we don't control the airport; we appoint people to the board and that board controls the airport. The reason we're so intimately involved is that we are on the loans so if the Airport were to default, it would come back to the County to pay back the FAA loans. This is the whole purpose of hiring someone who is an expert in airports to consult us as to what options are there. It's not like we haphazardly operate the airport, you have to understand, this was done way before this board was in place. We are dealing with years of decisions made by a former board, but we're the ones left to deal with it now.

Ms. DiAlesandro is puzzled as to why there's no financial paper trail.

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Commissioner Christian-Bennett noted the Board will meet next week on Tuesday versus Thursday.

Recessed: 10:07 AM  
Reconvened: 11:00 AM

No additional public comment was noted.

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RESOLUTION 22-0213

**RE: AGREE TO ACCEPT THE SURETY BOND AND PERFORMANCE AGREEMENT FOR CONSTRUCTION OF SANITARY SEWER AND/OR WATER FACILITIES FOR THE HICKORY CREEK PHASE 1 SUBDIVISION PROJECT NO. BR-2 20-140-P IN BRIMFIELD TOWNSHIP.**

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

**RESOLVED,** that, upon the recommendation of Portage County Water Resources and the Portage County Prosecutor's Office, the Board of Portage County Commissioners does hereby agree to accept the Surety Bond and the Performance Agreement for the construction of sanitary sewer and/or water facilities for the Hickory Creek Phase 1 Subdivision in Brimfield Township, and be it further

**RESOLVED,** that said Surety bond is between Hickory Creek, LLC (owner/developer) and RLI Surety, in the full and just sum of Three Hundred Forty Five Thousand Six Hundred Fifty-Eight and 50/100 Dollars (\$345,658.50) for the benefit of Portage County; and be it further

**RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in 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. 22-0214

**RE: ACCEPT BID FOR FURNISHING CORRUGATED METAL BRIDGE FLOORING AND BRIDGE REPLACEMENT BEAMS FOR USE BY THE PORTAGE COUNTY ENGINEER.**

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

**WHEREAS,** Notice of Receiving Bids to furnish **Corrugated Metal Bridge Flooring**

and **Bridge Replacement Beams** for use by the Portage County Engineer was published in the Record Courier on **March 4, 2022** and **March 11, 2022** and

**WHEREAS,**

one (1) sealed bid for furnishing **Corrugated Metal Bridge Flooring and Bridge Replacement Beams** for use by the Portage County Engineer was received, tabulated and recorded on March 23, 2022 and

**WHEREAS,**

after reviewing said bid, the Portage County Engineer recommended the bid of **U.S. Bridge division of Ohio Bridge** be accepted as the lowest and best bid received for furnishing **Corrugated Metal Bridge Flooring and Bridge Replacement Beams** in accordance with the following:

1. All bridge flooring and bridge replacement beams to be ordered as needed and in quantities needed at that time.
2. Payment of the order is to be made upon receipt of the invoice after the delivery of the materials.

; now therefore be it

**RESOLVED,**

that the bid of **U.S. Bridge division of Ohio Bridge, 201 Wheeling Avenue, Cambridge, Ohio 43725** be and hereby is accepted for furnishing **Corrugated Metal Bridge Flooring and Bridge Replacement Beams** as follows:

**Corrugated Metal Bridge Flooring**

Gauge:	3	
Corrugation:	3" x 9"	
Width:	18"	<b>\$31.00 Per Sq. Ft.</b>

Gauge:	5	
Corrugation:	3" x 9"	
Width:	18"	<b>\$28.50 Per Sq. Ft.</b>

**Bridge Replacement Beams**

Steel Beams	<b>\$ 2.25 Per Pound</b>
Galvanizing	<b>\$ 0.30 Per Pound</b>

; 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. 22-0215                      -                      RE:    ACCEPT BIDS FOR FURNISHING VARIOUS  
SIZES OF STORM SEWER PIPE FOR USE  
BY THE PORTAGE COUNTY ENGINEER.**

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

**WHEREAS,**                      Notice of Receiving Bids to furnish **Storm Sewer Pipe** for use by the Portage County Engineer was published in the Record Courier on **March 4, 2022** and **March 11, 2022**, and

**WHEREAS,**                      two (2) sealed bids for furnishing various sizes of **Storm Sewer Pipe** for use by the Portage County Engineer were received, tabulated, and recorded on March 23, 2022; and

**WHEREAS,**                      after reviewing said bids, the Portage County Engineer recommended the following bids be accepted as the lowest and best bids received in accordance with the following:

1.        All pipe to be ordered as needed and in quantities needed at that time.
2.        Payment of the order is to be made upon receipt of the invoice after the delivery of the pipe.
3.        Bids of alternate suppliers be accepted to ensure continuity of the Engineer's work program.

; now therefore be it

**RESOLVED,**                      that the bid of **Core and Main, LP. 320 Tallmadge Road, Kent, Ohio 44240** be accepted as the lowest and best bid received for furnishing **CORRUGATED METAL PIPE AND ALUMINIZED STEEL PIPE**, per specifications, as follows:

Corrugated Metal Pipe (CMP) Aluminized Steel Pipe (AS)	CMP (Per Ft.)	Bands (Each)	AS (Per Ft)	Bands (Each)
12", 16 Ga.	22.00	22.00	25.00	25.00
15", 16 Ga.	26.25	26.25	30.00	30.00
18", 16 Ga.	32.85	32.85	37.00	37.00
21", 14 Ga.	46.00	46.00	52.00	52.00
24", 14 Ga.	52.50	52.50	58.00	58.00
30", 14 Ga.	65.65	65.65	73.00	73.00
36", 12 Ga.	110.00	110.00	120.00	120.00
48", 12 Ga.	145.00	145.00	160.00	160.00

; and be it further

**RESOLVED,** that the bid of **Marlboro Supply, 9271 Edison Street, Louisville, Ohio 44641** be accepted as the lowest and best bid received for furnishing the following **PLASTIC PIPE** per specifications, as follows:

Plastic Pipe	PP (Per Foot)	Bands/Connectors (Each)
12"	8.19	13.90
15"	10.29	23.00
18"	14.71	39.25
24"	25.26	56.10
30"	36.63	131.60
36"	44.77	182.00
42"	55.22	267.00
48"	75.24	312.00
54"	NO BID	NO BID
60"	123.22	485.00

; and be it further

**RESOLVED,** that the bid of **Core and Main, LP. 320 Tallmadge Road, Kent, Ohio 44240** be accepted as the ALTERNATE bid for furnishing the following **PLASTIC PIPE** per specifications, as follows:

Plastic Pipe	PP (Per Foot)	Bands/Connectors (Each)
12"	8.60	15.85
15"	10.80	26.70
18"	15.45	44.95
24"	25.80	63.80
30"	37.40	150.00
36"	47.10	205.00
42"	58.10	300.00
48"	79.20	355.00
54"	NO BID	NO BID
60"	128.35	550.00

Roll call vote as follows:

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

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**RESOLUTION NO. 22-0216          -          RE:    ACCEPT BIDS FOR VARIOUS BITUMINOUS LIQUIDS FOR USE BY THE PORTAGE COUNTY ENGINEER.**

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

**WHEREAS,**          notice of Receiving Bids to furnish **Bituminous Liquids** for use by the Portage County Engineer was published in the Record Courier on **March 4, 2022** and **March 11, 2022**, and

**WHEREAS,**          one (1) sealed bid for furnishing various **Bituminous Liquids** for use by the Portage County Engineer was received, tabulated and recorded by the Portage County Commissioners on March 23, 2022; and

**WHEREAS,**          after reviewing said bid, the Portage County Engineer recommended the bid of **Russell Standard Corporation**, 990 Hazel Street, Akron, Ohio 44305 be accepted as the lowest and best bid received in accordance with the following stipulations:

1. All materials to be ordered as needed and in amounts needed at the time of order.
2. Payment of the order to be made upon receipt of the invoice after delivery of the materials.

; now therefore be it

**RESOLVED,**          that the bid of Russell Standard Corporation, for Bituminous Liquids, be accepted as follows:

CRS-2, FOB Plant @ 2.20/Gallon  
CRS-2P FOB Plant @ 2.45/Gallon  
HFRS2P Polymer Modified Asphalt Emulsion, Delivered to Various Locations @ 2.60/Gallon  
RS2, Delivered to Various Locations @ 2.35/Gallon  
MC 30 FOB Plant @ 3.80/Gallon

CRS-2, Delivered to Various Locations @ 2.35/Gallon  
CRS-2P Delivered to Various Locations @ 2.60/Gallon  
HFRS2P Polymer Modified Asphalt Emulsion, FOB Plant @ 2.45/Gallon  
RS2, FOB Plant, @ 2.20/Gallon  
MC 70 FOB Plant @ 3.75/Gallon

; 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. 22-0217      -      RE:    ACCEPT BIDS FOR VARIOUS BITUMINOUS MATERIALS FOR USE BY THE PORTAGE COUNTY ENGINEER.**

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

**WHEREAS,**      notice of Receiving Bids to furnish **Bituminous Materials** for use by the Portage County Engineer was published in the Record Courier on **March 4, 2022** and **March 11, 2022**, and

**WHEREAS,**      seven (7) sealed bids for furnishing various **Bituminous Materials** for use by the Portage County Engineer were received, tabulated and recorded by the Portage County Commissioners on March 23, 2022; and

**WHEREAS,**      after reviewing said bids, the Portage County Engineer recommended the bids of the following vendors be accepted as either low or alternate bids received:

**Cuyahoga Asphalt Materials, LLC.** P.O. Box 107, Fredericktown, OH 43019

**HEI-WAY, LLC.** 290 North Pike Road, Sarver, PA 16055

**Kokosing Materials, Inc.** P.O. Box 334, Fredericktown, OH 43019

**Perrin Asphalt Co.** 525 Dan Street, Akron, OH 44310

**Stoneco, Inc. dba Allied Corporation, Inc.** 8920 Canyon Falls Blvd., Suite 120, Twinsburg, OH 44087

In accordance with the following stipulations:

1. All materials to be ordered as needed and in amounts needed at the time of order from the supplier that has available material.
2. Payment of the order to be made upon receipt of the invoice after delivery of the materials.



3. Bids of alternate suppliers be accepted, based on plant location and reduced trucking, to ensure continuity of the Engineer's scheduled work program;

; now therefore be it

**RESOLVED,**

that bids for Bituminous Materials be accepted as follows:

	Cuyahoga Asphalt Materials, LLC.	HEI-WAY, LLC.	Kokosing Materials, Inc.	Perrin Asphalt Co.	Stoneco, Inc. dba Allied Corporation, Inc.
Premium Cold Mix Delivered to PCE		\$99.00 (LOW)		\$105.00 (Alternate)	
301 Modified	\$62.50 (LOW)		\$62.50 (LOW)		\$64.00 (Alternate) Plant 72 & 75
441PG 64-22 Type II	\$67.50 (LOW)		\$67.50 (LOW)		\$65.00 (Alternate) Plant 72 & 75
441PG 64-22 Type I	\$82.50 (LOW)		\$82.50 (LOW)		\$74.00 (Alternate) Plant 72 & 75

; 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. 22-0218**

**- RE: TRANSFER FROM FUND 1415, CHILD WELFARE SPECIAL LEVY 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 Child Welfare Special Levy Fund owes the Public Assistance Fund for Shared Costs and Social Services cost pool costs paid out of the Public

Assistance Fund; and

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

**RESOLVED,** that the following transfer of funds be made in the amount of \$710,000.00. \$563,429.18 for SFY21 4<sup>th</sup> Qtr reconciliation and \$146,570.82 for SFY22 1<sup>st</sup> Qtr pymt #1 as reviewed and recommended by the Department of Job & Family Services:

**FROM:**

FUND 1415, CHILD WELFARE SPECIAL LEVY FUND

ORGCODE - 14150519

Debit Expense Account

Object: 912000 – JFS Shared

Project 5SHAR \$710,000.00

**TO:**

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 282000 – JFS Shared

Project 5SHAR \$710,000.00

; 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 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. 22-0219 - RE: TRANSFER FROM FUND 1413, WIA 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 JFS WIA Fund owes the Public Assistance Fund for One Stop sharing costs paid out of the Public Assistance Fund; and

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

**RESOLVED,** that the following transfer of funds be made in the amount of \$27,727.76 for the 2nd Qtr SFY22 Oct-Dec 2021 adjustment as reviewed and recommended by the Department of Job & Family Services:

**FROM:**

FUND 1413, JFS WIA FUND

ORGCODE - 14130519

Debit Expense Account

Object: 912000 – JFS Shared

Project 3A258

\$13,863.88

Project 3B278

\$13,863.88

**TO:**

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 282000 – JFS Shared

Project 5SHAR

\$27,727.76

; 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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## 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 hire of Kristen Pawcio, as an OMJ Case Manager, in Portage County Department of Job & Family Services, replacing Lee Lovejoy. Tentative start date is April 4, 2022. The Board of Commissioners agree that this hire is contingent upon the applicants 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**

2. Authorize the hire of Shelly Fisher, as an OMJ Case Manager, in Portage County Department of Job & Family Services, replacing Patricia Bearce. Tentative start date is April 4, 2022. The Board of Commissioners agree that this hire is contingent upon the applicants 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**

3. Authorize the hire of Janeen Deluca, as a CSEA Paralegal, in Portage County Department of Job & Family Services, replacing Sheila Cecora. Tentative start date is April 11, 2022. The Board of Commissioners agree that this hire is contingent upon the applicants 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**

4. Accept the resignation of Brittany Tanner, Social Services Worker III, for Portage County Job & Family Services effective April 20, 2022.

**Motion:** Commissioner Badalamenti

**Seconded:** Commissioner Kline

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

**Motion Carries**

5. Authorize the three-day internal posting of a bargaining position, Social Services Worker III, vacated by Brittany Tanner, 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**

6. Accept the resignation of Samantha Shields, Social Services Worker III, for Portage County Job & Family Services effective April 8, 2022.

**Motion:** Commissioner Badalamenti

**Seconded:** Commissioner Kline

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

**Motion Carries**

7. Authorize the three-day internal posting of a bargaining position, Social Services Worker III, vacated by Samantha Shields, 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**

8. Accept the resignation of Kelly Ward, Social Services Worker III, for Portage County Job & Family Services effective April 7, 2022.

**Motion:** Commissioner Badalamenti

**Seconded:** Commissioner Kline

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

**Motion Carries**

9. Authorize the three-day internal posting of a bargaining position, Social Services Worker III, vacated by Kelly Ward, 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**

10. Authorize to rescind the resignation of Miranda Lewis, Social Services Worker III and journal entry adopted on March 17, 2022.

**Motion:** Commissioner Badalamenti

**Seconded: Commissioner Kline**

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

**Motion Carries**

11. Authorize to rescind the journal entry adopted on March 17, 2022 approving the posting of Miranda Lewis' Social Service Worker III position.

**Motion: Commissioner Badalamenti**

**Seconded: Commissioner Kline**

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

**Motion Carries**

12. Authorize to rescind the journal entry adopted on March 17, 2022 hiring Mitzi Mason as the CSEA Paralegal.

**Motion: Commissioner Badalamenti**

**Seconded: Commissioner Kline**

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

**Motion Carries**

13. Authorize the hire of Jacob Moore, Operations Manager, reinstated position, for Portage County Solid Waste Management District. Tentative start date is April 11, 2022. The Board of Commissioners agree that this hire is contingent upon the applicants 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**

14. Authorize the transfer of David Krise, Design Technician, to Engineering Technician I, replacing Harry Carpenter, effective April 4, 2022. Since Mr. Krise is a current employee, pre-employment screenings are not required. Mr. Krise will serve a 120-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**

15. Authorize the seven-day internal posting of a bargaining position, Design Technician, vacated by David Krise, for Portage County Water Resources, 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**

16. Authorize the seven-day internal posting of a bargaining position, Water Treatment Plant Operator, vacated by Jeremy Phillis, for Portage County Water Resources, 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**

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:

17. Direct the Auditor's Office to pay/process the March 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**

<b>Expenditure Review</b>		
<b>County Funds: (0001 – 8399)</b>		
<b>Bill Payment and ACH list totaling:</b>		
Bill Payment list	\$930,602.72	(Includes late fees of: \$4.68)
ACH/Neil Group of	\$0	
ACH Payment list	\$20.00	
<b>totaling:</b>		
<b>Health Benefit Wire transfers totaling:</b>		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$0	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$76,987.50	
<b>Journal Vouchers totaling:</b>	\$11,276,597.30	
<b>Then and Now list totaling:</b>	\$642,392.08	
<b>Debt Service wire list:</b>	\$0	

18. Process the March 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**

19. In accordance with ORC 3501.17(J), the Board of Commissioners acknowledge receipt of the Portage County Board of Elections Estimate of the Cost for a Special Election currently scheduled for August 2, 2022.

**Motion: Commissioner Badalamenti**

**Seconded: Commissioner Kline**

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

**Motion Carries**

20. In accordance with Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Record of Proceedings and Transactions for February 2022, 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**

21. The Board of Commissioners acknowledged receipt of the March 25, 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**

22. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for March 21, 2022 through March 27, 2022 as presented by Chief Dog Warden Dave McIntyre.

**Motion: Commissioner Badalamenti**

**Seconded: Commissioner Kline**

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


**Motion Carries**

**Motion:** by Commissioner Badalamenti, seconded by Commissioner Kline that the Board adjourns the Meeting of **March 31, 2022, at 11:01 AM.**




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

We do hereby certify that the foregoing is a true and correct record of the Portage County  
Board of Commissioners' meeting of **March 31, 2022.**

  
Sabrina Christian-Bennett, President

  
Anthony J. Badalamenti, Vice President

  
Vicki A. Kline, Board Member

  
Amy Hutchinson, Clerk