



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, June 2, 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, Diane Smith, Mike Tinlin, and Barb Tittle.

1. The Board of Commissioners approves the May 26, 2022, regular meeting minutes.

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

HUMAN RESOURCES

Present: Director Janet Kovick

Journal Entries:

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

1. Approve the job description and creation of a non-bargaining position, Deputy Director, for Portage County Internal Services.

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

2. Approve the transfer of Paul Brannon from Water Treatment Operator II to Water Treatment Facilities Mechanic in Portage County Water Resources effective May 30, 2022.
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 Melissa Ruiz, Social Service Worker 2, new position, in Portage County Department of Job & Family Services. Tentative start date is June 6, 2022. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment screenings.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
Commissioner Christian-Bennett, Yea;
Motion Carries

4. Authorize the hire of Christina Smith, Social Service Worker 3, replacing Brianna Moore, in Portage County Department of Job & Family Services. Tentative start date is June 6, 2022. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment screenings.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
Commissioner Christian-Bennett, Yea;
Motion Carries

5. Authorize the hire of Alexis Szemenyei, Social Service Worker 3, replacing Jarika Hicks, in Portage County Department of Job & Family Services. Tentative start date is June 6, 2022. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment screenings.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
Commissioner Christian-Bennett, Yea;
Motion Carries

6. Authorize the hire of Ashlee Siglow, Eligibility Specialist, replacing Erica Smith, in Portage County Department of Job & Family Services. Tentative start date is June 8, 2022. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment screenings.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
Commissioner Christian-Bennett, Yea;

Motion Carries

7. Authorize the hire of Michael Walko, Eligibility Specialist, replacing Ariel Randolph, in Portage County Department of Job & Family Services. Tentative start date is June 8, 2022. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment screenings.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

8. Authorize the hire of Kyle Wade, Child Support Specialist, replacing Susan Kishton, in Portage County Department of Job & Family Services. Tentative start date is June 6, 2022. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment screenings.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

9. Authorize the hire of Alex Santiago, Clerical Specialist 4, returning to his previous position, in Portage County Department of Job & Family Services. Tentative start date is May 31, 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

10. Accept the resignation of Melissa Boyd, PCSA Administrative Assistant, with Portage County Job & Family Services, effective May 27, 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

11. Authorize the internal/external posting of the non-bargaining position, PCSA Administrative Assistant, vacated by Melissa Boyd, for Portage County Job & Family Services.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

12. Accept the resignation of Tonia Duncan-Lydic, PCSA Supervisor, with Portage County Job & Family Services, effective June 10, 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

13. Authorize the internal/external posting of the non-bargaining position, PCSA Supervisor, vacated by Tonia Duncan-Lydic, for Portage County Job & Family Services.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

14. Approve anniversary/probationary step increase for the following non-bargaining employees:

- a) Joe Harris – Budget & Finance Director – Effective 5/30/2022;
- b) JoAnn Townend – Internal Services Director – Effective 5/30/2022;
- c) Kami Smith – JFS Fiscal/Eligibility Specialist – Effective 5/30/2022;
- d) Alex McArthur – JFS Supervisor – Effective 6/13/2022;
- e) Judi Rettig – JFS Accountant – Effective 6/13/2022;
- f) Kelli Swigert – JFS Program Manager – Group Home – Effective 6/13/2022;
- g) Jackie Beauchamp – JFS Legal Specialist – Effective 6/27/2022;
- h) Deb Hogan – JFS Program Manager – Staff Development – Effective 6/27/2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

GRANTS ADMINISTRATOR

Present: Allison Diehl

Discussion:

1. ARPA Projects Update:

Grants Administrator Diehl provided the following ARPA update, which totaled \$19,624,123.

ARPA Funds Use

Project	Cost	Status	Estimated Completion	Project Code
Solid Waste, Trucks for curbside recycling	\$697,690	Complete	Complete	SWD01
Building Dept, OpenGov Software	\$196,884	Complete	Complete	BLG01
EMA, UV-C bulbs for sanitization	\$1,635	Complete	Complete	EMA01
Hiring Bricker and Eckler for ARPA administration	\$25,000	Complete	Complete	DBF01
Grant Administrator training conference	\$2,914	Complete	Complete	COM01
Nonprofit funding	\$1,000,000	Applications will be reviewed September 2022	Funding spent within 12 months of projects approval, so likely Sept/Oct 2023	COM02
Offset payroll	\$10,000,000	Waiting on memo from Bricker	Ongoing	COM03
Payroll software	\$150,000	Waiting on memo from Bricker		COM04
Streetsboro Wastewater Treatment Plant Sludge Dryer	\$1,500,000	Waiting on memo from Bricker	Complete by June 2023	WTR01
Portage County Water Storage Tank Improvements	\$4,000,000	Waiting on memo from Bricker	Complete by Summer 2024	WTR02
Wastewater Pump Stations Improvements	\$1,100,000	Waiting on memo from Bricker	Complete by Summer 2023	WTR03
Randolph Wastewater Treatment Plant Membrane Filter	\$300,000	Waiting on memo from Bricker	Underway before end of 2022	WTR04
Bollingbrook Sewer Rehabilitation	\$50,000	Waiting on memo from Bricker	Complete by Sept 2022	WTR05
Hannum Crossing Sewer Rehabilitation	\$250,000	PCWR will be changing location and seeking Board approval soon	Complete by Oct 2022	hold
Rivermoor Crossing Sewer Rehabilitation	\$350,000	PCWR will be changing location and seeking Board approval soon	Complete by Dec 2022	hold
Total: \$19,624,123				

Grants Administrator Diehl also presented a list of potential projects the Board discussed previously.

- Bricker and Eckler noted the Emergency Operations Center is fully approved for ARPA funding and the MARC's towers console; The Board agreed to move forward with both requests.
- Broadband - Director Shackelford recommended using Spectrum non supplanting the RDOF funding and the FCC indicated Spectrum is not allowed to supplant the funding anyway, so the idea of the County paying them up front is against their contract. The best option is to go with the \$1.1 million to have Spectrum install everything aside from what they are already doing with the FCC money. The Board agreed to move forward with the request.
- Commissioner Christian-Bennett noted the 2 sheets equal \$29,307,845.00 and Ms. Diehl pointed out there's slightly 2 million left of the original award of \$31.55 million.

Approved Projects as of June 2, 2022:

Approved Projects

Approved: 6/2/2022

Dept	Project	Cost	Expenditure Category
EMA	Emergency Operation Center	\$4,583,721.75	Bucket #1 emergency operations centers and response equipment
EMA	Broadband infrastructure	\$1,100,000	Bucket #4 broadband infrastructure
EMA	MARCS Towers (3)	\$3,000,000	Bucket #1 emergency response radio systems
PCSO	Dispatch Center Remodel	unknown, would need architect	Bucket #1 emergency response equipment
PCSO	Consolettes for Dispatch	about \$500,000	Bucket #1 emergency response equipment
IT	Cybersecurity Upgrades	about \$400,000	Bucket #4 modernization of cybersecurity
BOC	DocuSign Software	about \$100,000	Bucket #1 COVID mitigation
Total:		\$9,683,722	

Administrator Crombie noted DocuSign is helpful to reduce face-to-face contact, but it also increases efficiency throughout the County. Contract software through MUNIS was discussed, but DocuSign is the better option and is the most cost-effective cost choice.

Resolutions:

1. Amend Resolution 22-0331, Adopted May 19, 2022 – Direct a portion of the County's Coronavirus Local Fiscal Recovery Fund Payment to the County's COVID-19 Response, Authorizing American Rescue Plan Act Fund expenditures for COM01. /Resolution No. 22-0339
 - The resolution is being amended due to the 15% chargeback when an employee uses the County credit card through Internal Services.
 - Since Internal Services is not a General Fund department, they have to include a percentage for services they provide to other County departments.
 - The 15% was voted on and approved by the Board in October 2014.
 - Commissioner Christian-Bennett noted if the Board reduces the percentage, it will have to make up the difference in their budget.
 - The credit card statements are checked manually to balance and it's very labor-intensive.
 - After hearing the discussion, the Board agreed 15% is reasonable for the labor involved with the process.

Ms. Diehl will prepare the APRA resolution next week for Board consideration next week.

DEPARTMENT OF BUDGET & FINANCE

Present: Director Joe Harris

Discussion:

1. Capital Projects Fund(s)

We currently budget capital improvements through the General Fund, there's no separation between General Fund and our Capital Improvement Plan. The pros include more fluent funding, but the downside is when we run out of money, there's a tendency to pull from capital improvements.

Director Harris is proposing the creation of a Capital Projects fund separate from the General Fund that would allow all approved budgets for capital improvements to be moved into this fund and used exclusively for capital improvements. That will allow a transfer each year to the Fund so that we always have money for capital improvements.

Commissioner Christian-Bennett stated we should set aside \$1.5-\$2 million a year just for capital improvement projects, so that they we don't get behind. Joe suggestion of putting it in a specific fund where we don't have the ability to take it out and it can only be used for capital improvements is a good suggestion considering the real estate the Board is responsible for.

There's currently \$8 million set aside for projects this year.

The Board agreed to move forward with the request and Director Harris will prepare a resolution for Board consideration next week.

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 May 26, 2022 bills/ACH payments, wires, journal vouchers, and then & now's, as applicable, contingent upon the verification of the reports as presented by the County Auditor and reviewed by the Department of Budget and Financial Management.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Expenditure Review		
<u>County Funds: (0001 – 8399)</u>		
Bill Payment and ACH list totaling:		
Bill Payment list	\$754,616.47	(Includes late fees of: \$0)
ACH/Neil Group of	\$20.00	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$128,983.65	
Medical Mutual Flex Admin of	\$965.70	
Medical Mutual Flex Claims of	\$5,137.60	
Journal Vouchers totaling:	\$133,583.35	
Then and Now list totaling:	\$284,631.13	
Debt Service wire list:	\$275,705.56	

2. Process the May 26, 2022 budget amendments as reviewed and recommended by the Department of Budget and Financial Management.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Resolutions:

1. Create Fund 1117 – Motorcycle Grant. /Resolution No. 22-0340
2. Transfer From Fund 0001, General Fund To Fund 1410, Public Assistance Fund.
/Resolution No. 22-0341

INTERNAL SERVICES

Present: Director JoAnn Townend

Discussion:

1. Project Update

June 2, 2022 (Updates in RED)

4/2/22

RAVENNA COURTHOUSE:

1. Lula elevator – Replacement in process.
2. Parking – Approved, architect working on bid specs.
3. Main & jail elevators – Elevators evaluated 5/27/22.

RIDDLE BLOCK BUILDING:

1. Window replacement – estimated construction cost \$875,000.00, arch. fee \$84,200.00. On hold.
2. Roof replacement – estimated construction cost \$800,000.00, arch. fee \$82,050.00. Architect working on bid specs.
3. Masonry restoration – estimated construction cost \$850,000.00 arch. fee \$83,600.00. On hold.
4. HVAC replacement – estimated cost \$180,000.00 arch fee \$45,000.00. Architect working on bid specs.

ANNEX BUILDING:

1. Annex building proposed recommendations by architect:
 - a. Install new perimeter footer drains and area wells. – Architect working on bid specs.
 - b. Remove & replace existing front steps with ADA compliant ramp with steps. Architect preparing cost estimate.
 - c. Remove & replace the existing exterior elevator with a new interior three-stop LULA elevator. Architect preparing cost estimate.
 - d. Remove & replace the existing pad-mounted HVAC unit with three furnaces with exterior condensers. Architect preparing cost estimate.

ADMINISTRATION BUILDING:

1. PCAB elevator replacement. Architect is preparing cost estimate to replace all three.
2. Main lobby renovation. Cove base to be installed after a week of curing.

PROSECUTOR'S WINDOWS:

1. Update – Architects still working on getting a quote from a contractor on the fix – Estimate over the bid limit so the Architect will need to provide bid specs so the project can be bid out.

EMERGENCY OPERATIONS CENTER:

1. Architectural fee \$12,800.00. – If approved by BOC – architect will prepare specs and drawings and we will put it out for public bid.

JUSTICE CENTER:

1. Roof replacement – Core samples taken 5/26/22.
2. Road sign base is deteriorating – repair - \$39,000.00. Approved by BOC, po issued.

RECORD CENTER:

1. Roof replacement – Core samples taken 5/26/22.

JUVENILE COURT:

1. Renovations and Modernization – Architect's setting a kick-off meeting on project 6/2/22.

OLD ENGINEER'S SITE:

1. BUSTR approved the Tier 1 for the site and the next step toward closure is to complete a Tier 2. – Environmental group's working on closure report.

HILLS POND DAM:

1. Meeting with Engineer and Prosecutor was held. Per Engineer we need to hire a title company to confirm access rights by the landowners.

- Prosecutor's Building - The entire project will be completed at one time through the bidding process.
- The company that originally installed the windows no longer exists, but the architect that put the second floor on the building is still available.
- Emergency Operations Center (EOC) – the Board agreed to move forward with the project. Commissioner Christian-Bennett noted the Board just approved the request to use ARPA

funding for the EOC and Director Townend will get with Grants Administrator Diehl for additional information.

Resolutions:

1. The Board of Commissioners agrees to enter into a real estate lease agreement with DTMIC, LLC (Tavern 1888), 106 East Main Street, Ravenna, OH. /Resolution No. 22-0342

Discussion – cont.

2. Retail Strategies:

Last week, the Board discussed Retail Strategies and at one point, it was going to utilize ARPA funding for the project, but it was later decided General Fund monies should be used. The agreement is at the Prosecutor's Office. The contact person will be Administrator Crombie.

PROSECUTOR'S OFFICE

Present: David Garnier

Discussion:

1. Maplecrest Tax Increment Financing (TIF) and Cooperative Agreement

Back in 2018, the Board authorized a TIF arrangement for Maplecrest LLC, and the cost of the public improvements exceed the proceeds from the bond. The bonds are coming to an end and the Developer has the ability once that happens to be reimbursed for unreimbursed costs to pay for the difference with the overruns for the project. The supplemental agreement establishes the unreimbursed developer costs that are to be reimbursed to the developer in accordance with the terms of the original TIF Cooperative Agreement.

Resolution:

1. The Board of Commissioners Authorize the Execution of a Supplement to Tax Increment Financing and Cooperative Agreement. /Resolution No. 22-0343

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9:42 AM In accordance with the Ohio Rev. Code 121.22(G)(6), it was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the Board of Commissioners move into executive session to discuss details relative to the security arrangements and emergency response protocols for a public body. Roll call vote: Anthony J. Badalamenti, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

9:50 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.

MISCELLANEOUS

Journal Entries:

1. The Board of Commissioners acknowledged receipt of the May 27, 2022 Certificate of the County Auditor that the Total Annual Appropriations from each fund do not exceed the Official Certificate of Estimated Resources for the fiscal year beginning January 1, 2022, as presented by the Portage County Auditor's Office.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Resolutions:

1. The Board of Commissioners approves the appointment to the Portage County District Library Board of Trustees for Betty Clapp. /Resolution No. 22-0347

Recessed: 9:52 AM

Reconvened: 9:59 AM

Recessed: 9:59 AM

Public Hearing
2022 Community Development Block Grant
Community Development Program
Thursday June 2, 2022
10:00 A.M.

Present: Commissioner Christian-Bennett, Commissioner Badalamenti, Commissioner Kline, County Administrator Michelle Crombie, Clerk Amy Hutchinson, Regional Planning Commission Director Todd Peetz, CDBG Specialist Lisa Reeves, Diane Smith, Barb Tittle, Mike Tinlin, Grants Administrator Allison Diehl, and Department of Budget and Financial Management Director Joe Harris.

Commissioner Christian-Bennett called the meeting to order at 10:00 AM

I. Purpose of the hearing – Lisa Reeves

The purpose of the hearing is to seek citizen input and discussion of the 2022 Community Development Allocation Grant that is due to the state on June 15, 2022.

II. Swearing of those who are speaking – Commissioner Christian-Bennett

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.

III. Discussion of the Community Development Allocation Grant Application – Lisa Reeves

The proposed 2022 CDBG Community Development Allocation Grant activities include:

Public Facilities – Volunteer Park Project –\$125,000

The Ravenna Hot Stove League is a non-profit corporation, incorporated in 1963. The Ravenna Hot Stove League is a community-based league open to all residents 5 – 18 years old in the City of Ravenna. The Ravenna Hot Stove League strives to build character, citizenship, sportsmanship, and the basic and general knowledge of the game of baseball.

The funds will be used to pave Volunteer Park Road in the City of Ravenna to the fields to increase activities including tournaments to the Ravenna Hot Stove League Fields to serve an area that is 58.37% LMI. The project will follow the standard City asphalt profile to pave Volunteer Park Road.

Clearance Activities – Coleman Demolition Project –\$45,600

Coleman Health Services, founded in 1978 is a nationally recognized not-for-profit provider of behavioral health, recovery, rehabilitation, and social services with facilities in 10 counties across Ohio. Portage County is Coleman's flagship county offering a full range of services to the community including psychiatry, counseling, case management, peer support 24/7 crisis services, diagnostic assessment, adult day care, pregnancy services, child and adolescent services, employment services and residential services. In Portage County Coleman owns and/or manages over 100 units of supportive housing, including five group living sites and many units of safe and affordable independent housing primarily located in Kent and Ravenna. Coleman's services help people with severe and persistent mental illness and other co-occurring disabilities within the community at the level of care they need, reducing expensive institutionalization. Stable housing with supportive services available to residents also reduces the use of emergency health care, homeless shelters, and justice system involvement.

The property located at 463/465 South Chestnut Street in the City of Ravenna has fallen into an extreme state of disrepair. Coleman Professional Services has determined that renovation would cost up to \$500,000. The funds will be used to conduct an environmental assessment and abatement if needed, demolition, backfill the basement area and site restoration to eliminate blight.

Neighborhood Facilities/Community Center – Freedom School House ADA Project –\$53,900

Freedom Township is committed to making sure its residents have full access to all community buildings the Township owns, including, working with two community nonprofits in the township. One of which being the Freedom Township Historical Society which are dedicated to preserving, protecting, and promoting Freedom Township's rich history. The Freedom Township Historical Society holds 8 – 10 historical programs per year with attendance of around 50 to over 100 people coming out to their programs. They have partnered with the Freedom Community Park Boosters to hold the annual Freedom Fall Festival which has attracted a large number of crowds for four years. They are continuing to renovate a former one-room schoolhouse located at 7276 State Route 303 to use as a museum, and community center and to have interactive historical events for the community.

In the 2020 CDBG Allocation Grant funds were allocated for the one-room schoolhouse as well as the Township Hall. Due to the rising cost of construction, there weren't sufficient funds to complete both buildings.

The funds will be used to remove the barriers that exist for the elderly and handicapped individuals that prevent them from entering the historic one-room schoolhouse. The funds will be used for the installation of two handicapped parking spaces as well as constructing a concrete structure on the side of the building for the purpose of parking, construct an access walkway that will lead to the front of the building to connect to the front staircase. In addition, remove all existing steps and landing and replace with 8 Ft. X 5 ft. landing with steps and add fill for the foundation and excavate the parking and sidewalk area to allow for compacted stone and concrete.

Neighborhood Facilities/Community Center – DMRC ADA Project – \$173,500 – \$12,820 from the Revolving Loan Fund and \$46,850 from the DMRC.

The Downtown Mantua Revitalization Corporation works with the Village of Mantua by engaging the citizens, civic organizations, the business community, and property owners to develop and implement a plan to engage the community, appreciate the history, and enhance their future.

The purpose of which the Downtown Mantua Revitalization Corporation is organized are:

1. To support the Mantua Village Government.
2. To work to build consensus and cooperation between the groups that play a role in the economic viability of the downtown and the community.
3. To encourage growth and development of business within the corporation limits of the Village to create a condition of economic viability.
4. To work with the building owners, homeowners, businesses, and residents to preserve, maintain and protect the historic character of downtown Mantua Village as well as the residential areas of the Village, which defines its unique character.
5. To develop and implement ways to provide Mantua Village's unique downtown characteristics to shoppers, investors, new businesses, tourists, and others through the sponsorship of activities and special events utilizing the downtown and/or the Village as a whole.
6. To receive, administer and distribute funds in connection with any activities related to the above purposes.

The funds will be used to remove the barriers that exist for the elderly and handicapped individuals that prevent them from entering the businesses located at 10676, 10678 and 10682 East Main Street by creating an eight-foot-wide walkway at store level; there will be room for seating and some tables along with the railing. The railings and new brick wall will enhance the streetscape. Two new ornamental lights will be installed as well to make a safer environment for pedestrians.

Fair Housing – \$10,000

Fair housing services including landlord/tenant information, discrimination complaints, training, posters, and brochures will be provided for the residents of Portage County, excluding the City of Kent.

Administration – \$72,000

Administration and Implementation of the grant include grant preparation, project management and bidding, completion of reports and day-to-day oversight of the projects.

City of Streetsboro – \$150,000**Public Service – \$65,000**

Funds will be used for three programs:

- Snow Removal Program to benefit LMI elderly/handicapped residents in the City of Streetsboro
- Yard Mowing/Clean-Up/Leaf Removal Program to benefit LMI elderly/handicapped residents in the City of Streetsboro

Public Service – PARTA Bus Route – \$25,000

The funds will be used to create a bus route with PARTA from the City of Ravenna to a central point in the City of Streetsboro to assist the unemployed LMI individuals who live within the City of Ravenna who may not have access to a car to get to the multiple employment opportunities that are available within the City of Streetsboro.

Clearance Activities – Streetsboro Demolition Program – \$37,500

Funds will be used for a citywide demolition program in the City of Streetsboro to eliminate a slum and blight where needed within the City of Streetsboro.

Administration – \$22,500

Administration and Implementation of the grant include grant preparation, project management and bidding, completion of reports, and day-to-day oversight of the projects.

Total CDBG Allocation Grant – \$630,000

IV. Public Comment – None**V. Adjournment of the Public Hearing at 10:06 AM**

Motion: Sabrina Christian-Bennett

Second: Vicki A. Kline

All in Favor: Sabrina Christian-Bennett, Yea; Vicki A. Kline, Yea; Anthony J. Badalamenti, Yea;

Motion carries

Reconvene: 10:07 AM

COUNTY ADMINISTRATOR

Present: Michelle Crombie

Journal Entries:

1. The Board of Commissioners authorizes the adoption of the May 24th, 2022 revision to the Portage County Evacuation, Lockdown and Building Closure Plan effective June 2nd, 2022 as presented by County Administrator, Michelle Crombie.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Recessed: 10:07 AM

Reconvened: 10:30 AM

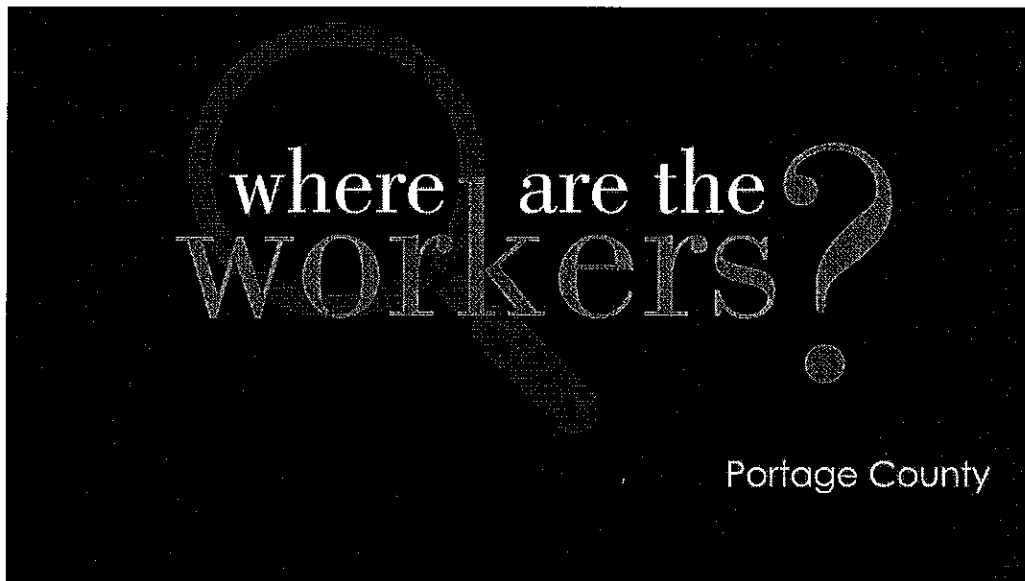
JOB & FAMILY SERVICES

Present: Director Kellijo Jeffries and Sue Brannon

Discussions:

1. Workforce Survey Summary

The Board listened to a presentation by Christine Marshall- Executive Director, SAMWA COG Workforce Area 2 Board and highlighted as follows:



A Collaborative Effort

CONXUSNEO



Summit and Medina
Workforce Area
Council of Governments

FUND FOR
**OUR
ECONOMIC
FUTURE**

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Overview

The Best Solutions Focus on Root Causes – Our Investigation

What Is Causing This Labor Shortage? Hint: It's Not Unemployment Benefits

This Labor Shortage Is Not Going Away Anytime Soon

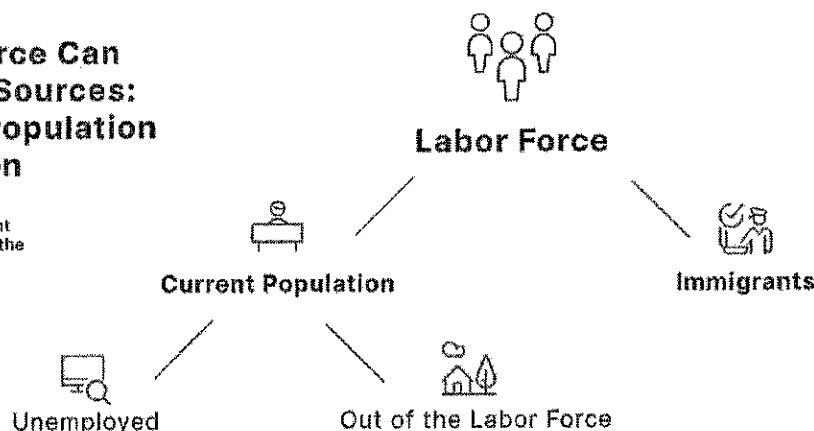
This Is a Local, Regional, Statewide, Nationwide, and Global Issue

How Do You Gather Data from a Demographic That You Can't Find?

Workers Can Only Come from Two Sources

**The Labor Force Can
Grow from 2 Sources:
the Current Population
or Immigration**

Filling Jobs from the Current
Population Requires Hiring the
Unemployed and Reaching
Those On the Sidelines.



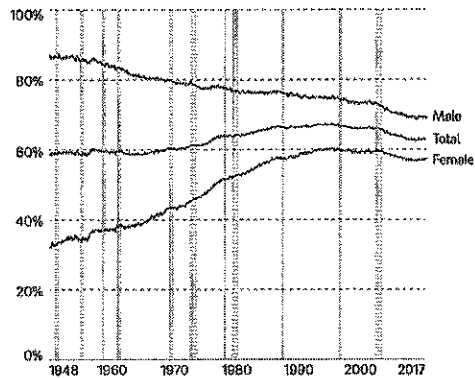
Source - "THE DEMOGRAPHIC DROUGHT – Bridging the Gap in Our Labor Force" 2021, Emsi, Moscow, ID

Where is Everybody?

FIGURE 1

Overall Participation Has Been Falling Since 2000

Labor force participation rate for males, females, and total population over age 16.



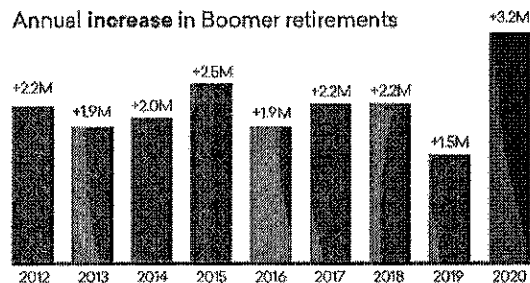
Source: Bureau of Labor Statistics Current Population Survey.

Note: The labor force participation rate is the sum of those employed and the unemployed divided by the U.S. civilian population over age 16.

Every 1% drop in the labor force participation rate equates to about 1.7 million workers.

Boomers Aren't Being Replaced

The number of retired Baby Boomers rose more from 2019 to 2020 than in prior years



Source: Pew Research Center analysis of July, August and September Current Population Survey monthly files (IPUMS)

According to Pew Research Center some 2 million baby boomers retire each year. In 2020, this number appears to have grown to an historic high: over 3 million decided to end their careers

Women in the Labor Force

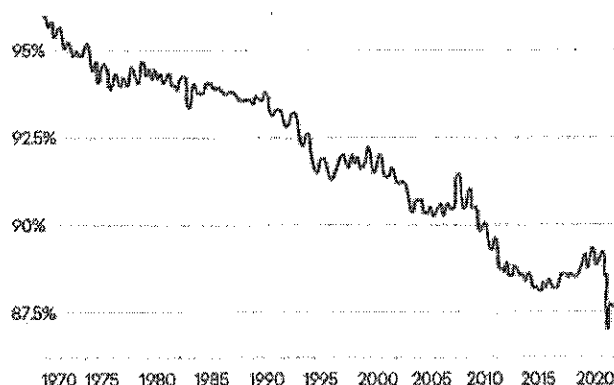
Prior to 2020, women accounted for just over 50% of the national workforce.

From February 2020 to February 2021, 2.4 million women separated from the labor force, compared to 1.8 million men.

In January 2021 alone, 275,000 women left the workforce, compared to 71,000 men.

Source - "THE DEMOGRAPHIC DROUGHT - How the approaching pandemic will transform the labor market for the rest of our lives" 2021, Emsi, Moscow, ID

Male Workers: AWOL Since 1980



Source: BLS Current Population Survey.

Prime-age male (ages 25-54) labor force participation rate plummeted from 94% in 1980 to 89% in 2019



The Center for Marketing & Opinion Research provides public opinion research services to colleges and universities, hospitals and healthcare organizations, businesses, and community-based organizations and government agencies. We ask the right questions to the right people the right way using telephone, web and mail surveys, field, intercept and key informant interviews, focus group administration, as well as a wide range of consulting services. Providing clients with the power to **See More**.

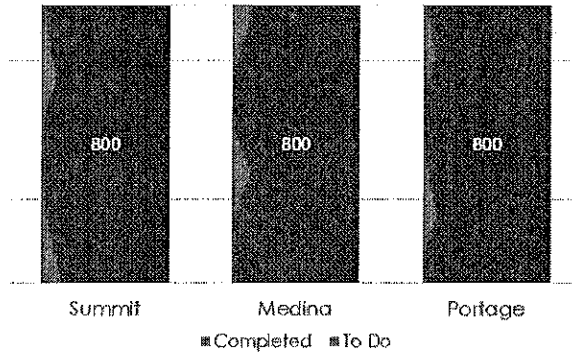


Methodology

- Conduct 12-minute surveys with working age adults in Summit, Medina and Portage Counties via phone and web:
 - Goal – 2,400 interviews (800/county)
 - 18+
 - Representative of area population by county
 - Larger sample size allows for key groupings to be well represented
- Conduct focus groups with individuals who completed a survey:
 - 5 focus groups with 6-10 participants



Who has responded so far. . .



COUNTY	TOTAL	POP %	SAMPLE N	SAMPLE %	WEIGHT
Medina	179,116	20.3%	800	33.3%	0.61
Portage	162,476	18.4%	800	33.3%	0.65
Summit	540,810	61.3%	800	33.3%	1.84

County data was weighted to make each proportional to the overall 3-county area.

2,400
INTERVIEWS

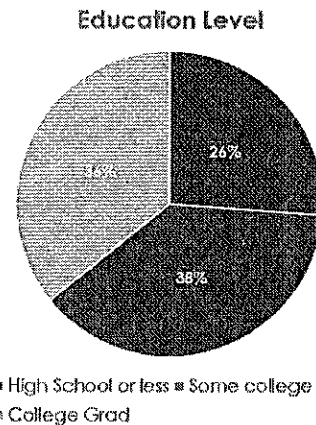
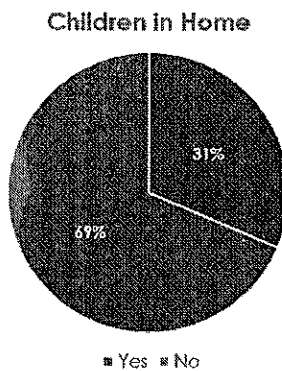
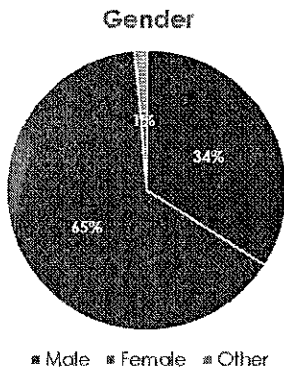


Survey Objectives

- Employment Status
- Impact of Pandemic
- Feelings about employment
- Barriers to employment and training programs



Who responded. . .



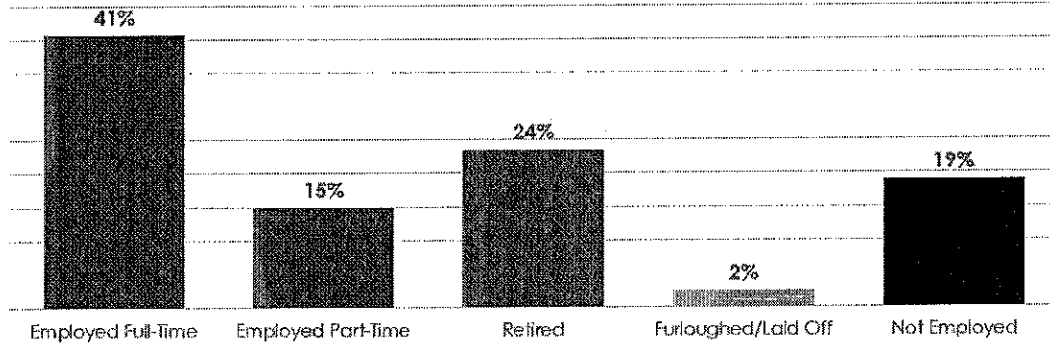
Portage County



Who responded...



Employment Status



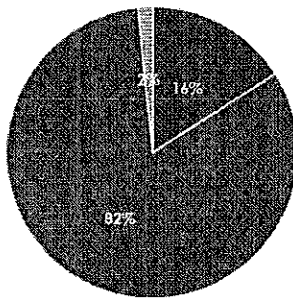
Portage County



Employed Respondents...



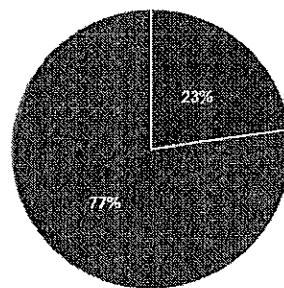
Self-employed or employed by company



- Self-employed
- Employed by company
- Other

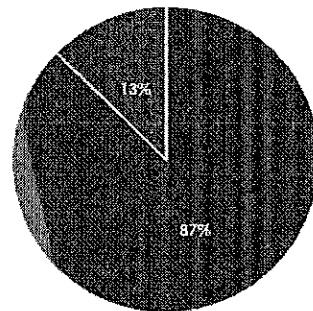
Portage County

Have more than 1 job



- Yes
- No

Permanent or Temporary
(those who work for company)



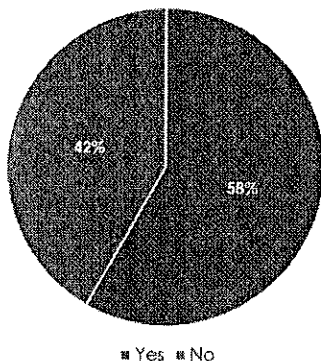
- Permanent
- Temporary



Employed Respondents. . .

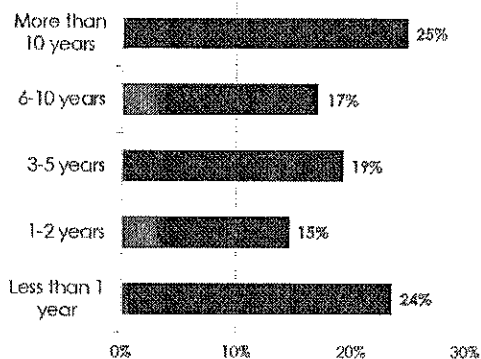


Works flexible hours



■ Yes ■ No

Length of time at job

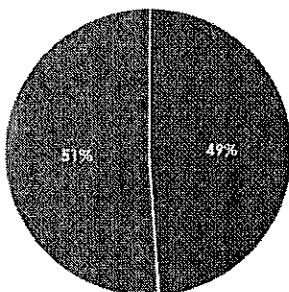


Portage County

Not Employed or Laid Off Respondents. . .

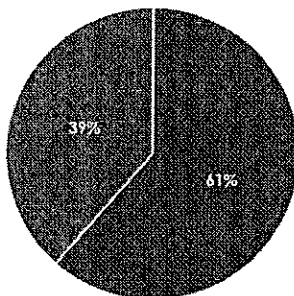


Currently looking for work



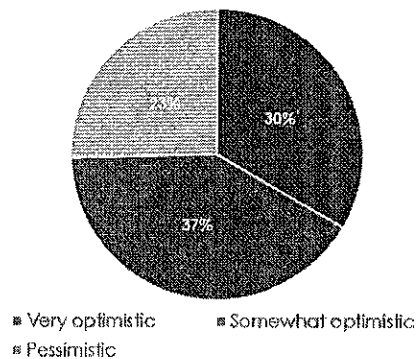
■ yes ■ no

Looking for FT or PT
(of those looking)



■ Part-time ■ Full-time

Current Outlook of Finding Job
(of those looking)



■ Very optimistic
■ Pessimistic

■ Somewhat optimistic

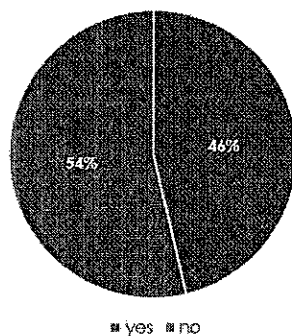


Portage County



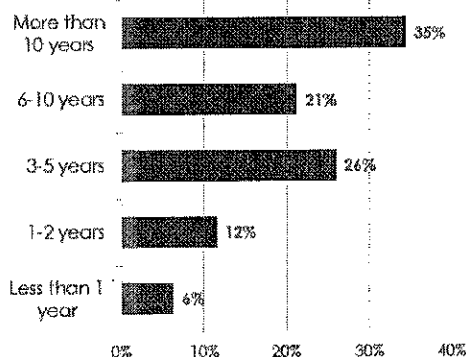
Retired Respondents...

Retired earlier than expected

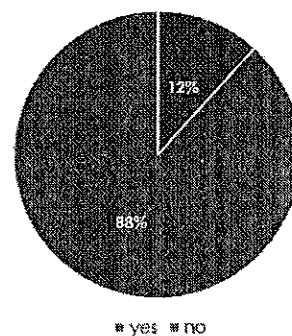


Portage County

Length of time retired



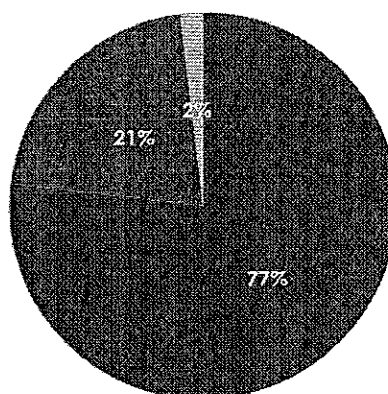
Plan to return to workforce



Final Results – Importance of salary info in job posting



QUESTION: When looking for a new job, how important is it that the salary information is included in the job posting or description?



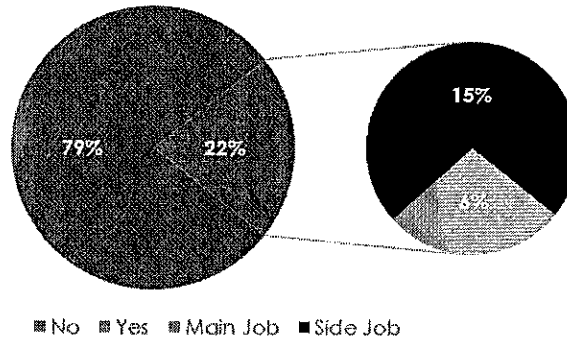
- Very important
- Somewhat important
- Not at all important

Portage County



Final Results- Freelance or Contract work in past 12 months

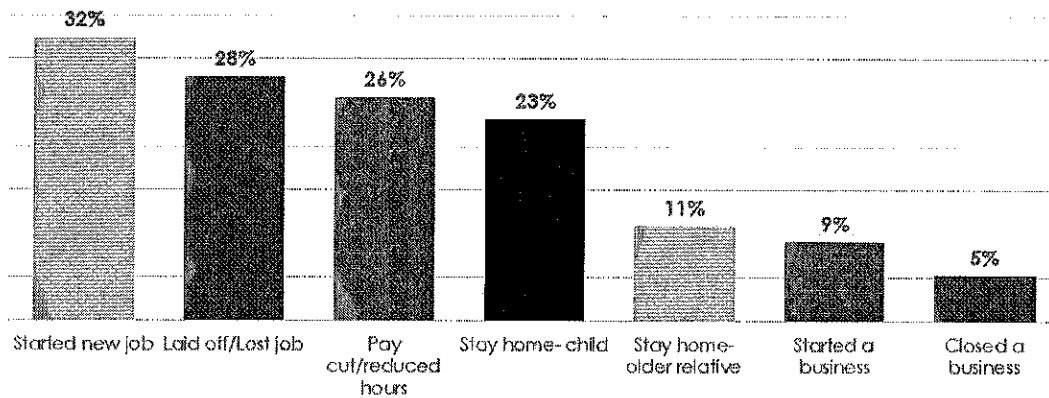
QUESTION: In the past 12 months, have you done any freelance or contract work such as app-based work like Uber, DoorDash or Instacart or household tasks like babysitting, yardwork or cleaning as a way to earn money?



Portage County

where are the
workers?

Final Results- Impact of Pandemic

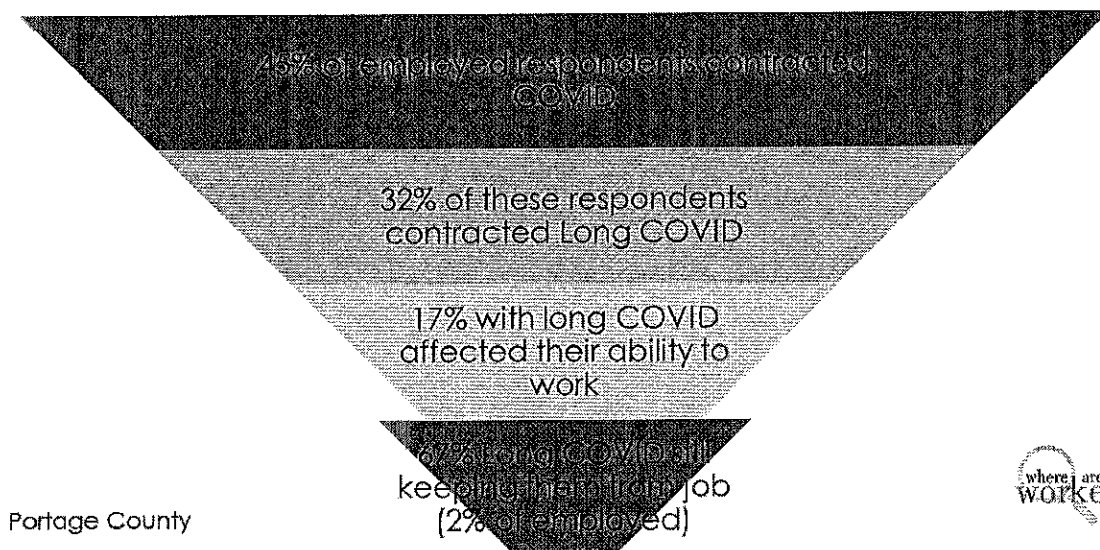


QUESTION: Did you experience any of the following since the COVID-19 pandemic began in early 2020?

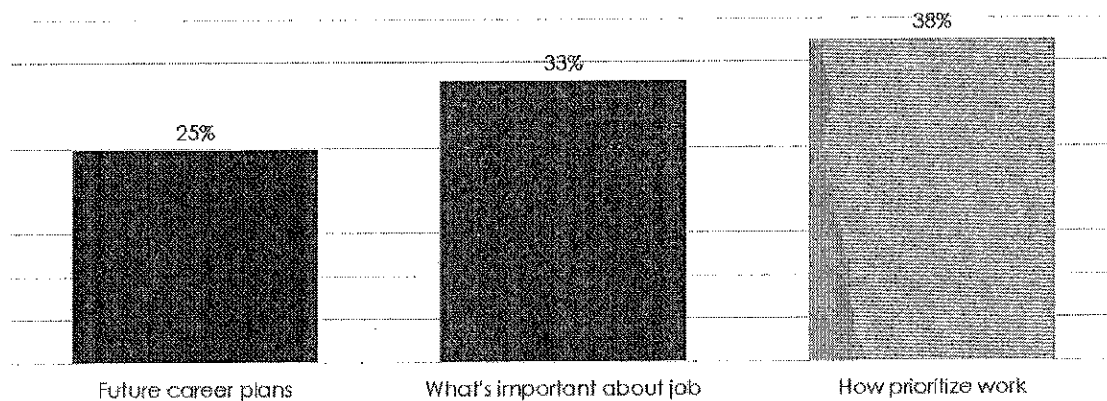
Portage County

where are the
workers?

Final Results-Long COVID



Final Results- Changed Since Pandemic



QUESTION: Since the pandemic have you changed . . .

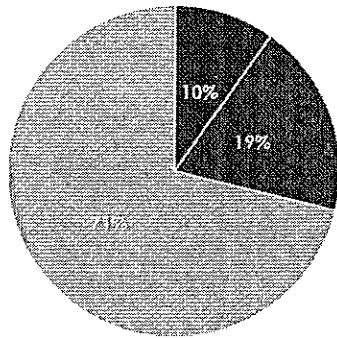
Portage County



Final Results- Extra Benefits/Assistance Impact on Work Decisions



Impact of Assistance



QUESTION: How much did the extra benefits or other assistance impact your decision to stay out of work longer or be more selective about your job?

■ A lot ■ A little ■ Not at all

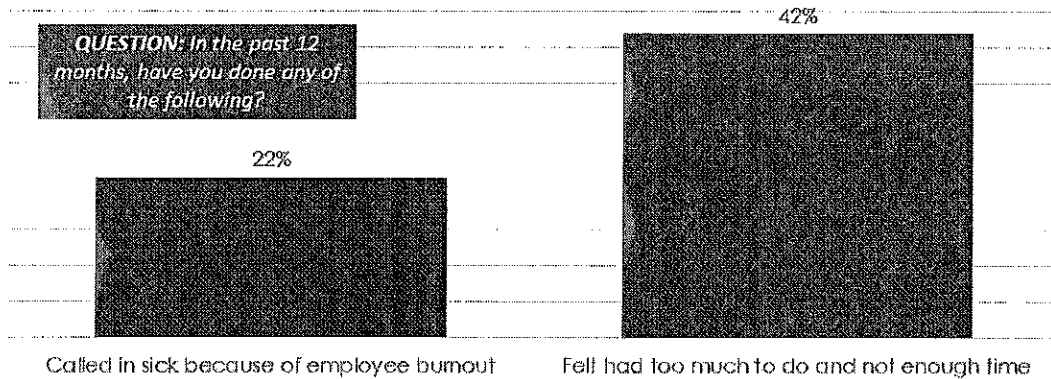
Portage County



Final Results- Mental health: In past 12 months



QUESTION: In the past 12 months, have you done any of the following?



Called in sick because of employee burnout

Fell I had too much to do and not enough time

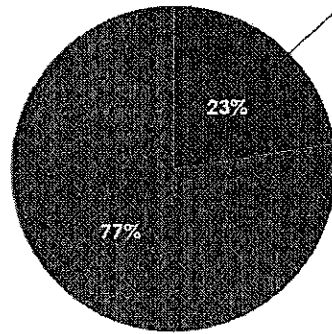
Portage County



Final Results- Why left job

CMOR
Center for Marketing & Opinion Research, LLC

QUESTION: Have you quit or left a job in the past 12 months?



■ Yes ■ No

Portage County

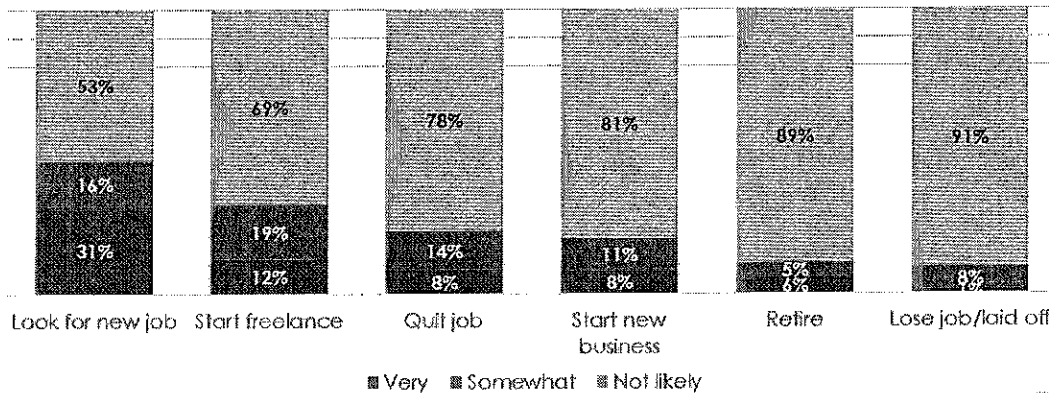
QUESTION: What is the main reason you left your last job?

	#	%
Toxic work environment	14	20.3%
In transition	9	13.0%
Low pay	7	10.1%
Work overload	6	8.7%
Health	4	5.8%
Retirement	4	5.8%
Schedule conflicts	4	5.8%
Not appreciated	3	4.3%
Personal obligations	2	2.9%
Did not like job	2	2.9%
Mental health	2	2.9%
Impact of Covid	2	2.9%
Other	10	14.5%
	69	N=69

where are the
workers?

Final Results- Likelihood in next 12 months

CMOR
Center for Marketing & Opinion Research, LLC



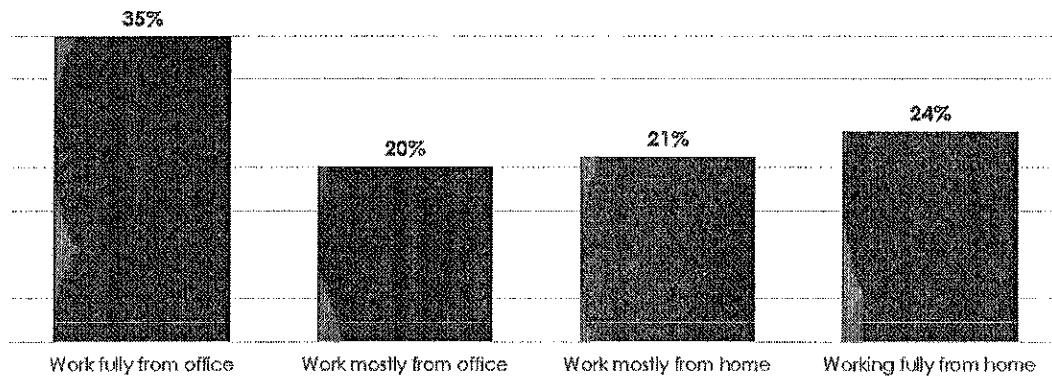
■ Very ■ Somewhat ■ Not likely

Portage County

QUESTION: In the next 12 months, how likely do you to do each of the following...?

where are the
workers?

Final Results- Prefer in next 6 months

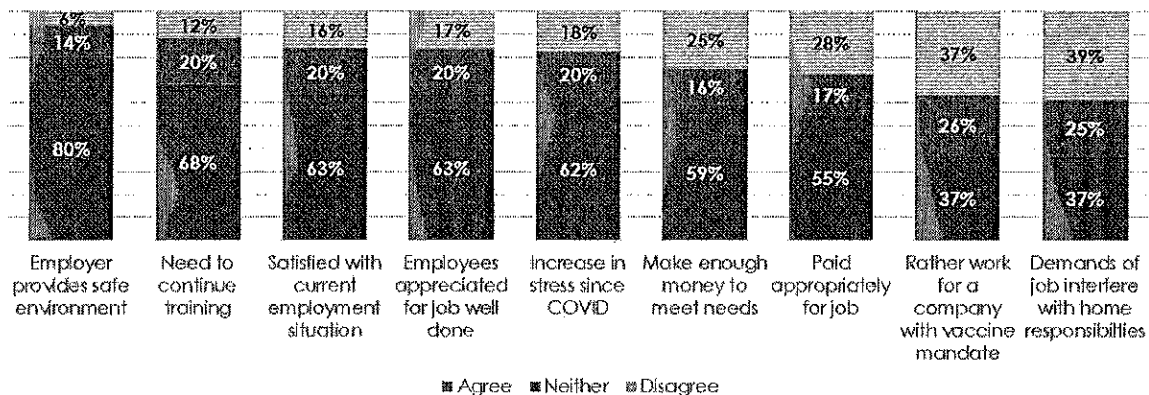


QUESTION: If you had a choice, six months from now, what would you like it to be?

Portage County



Final Results- Agreement with Employment Statements



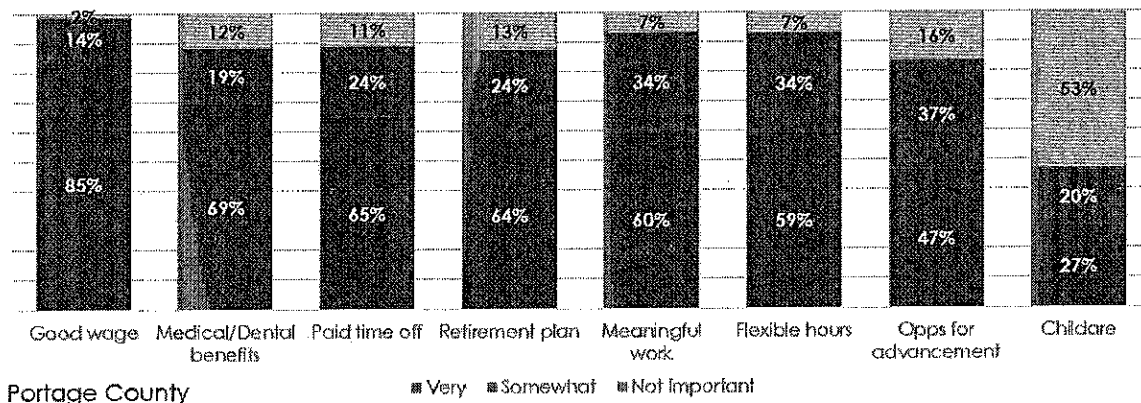
■ Agree ■ Neither ■ Disagree

Portage County

QUESTION: How much do you agree or disagree with the following statements?



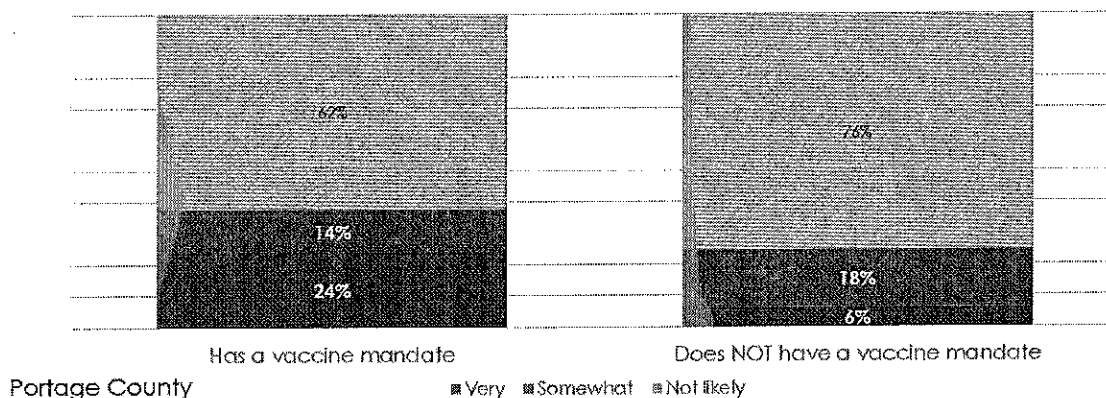
Final Results- Importance in how earn money



QUESTION: In thinking about the ways you earn money both now and in the future, how important are each of the following ...?



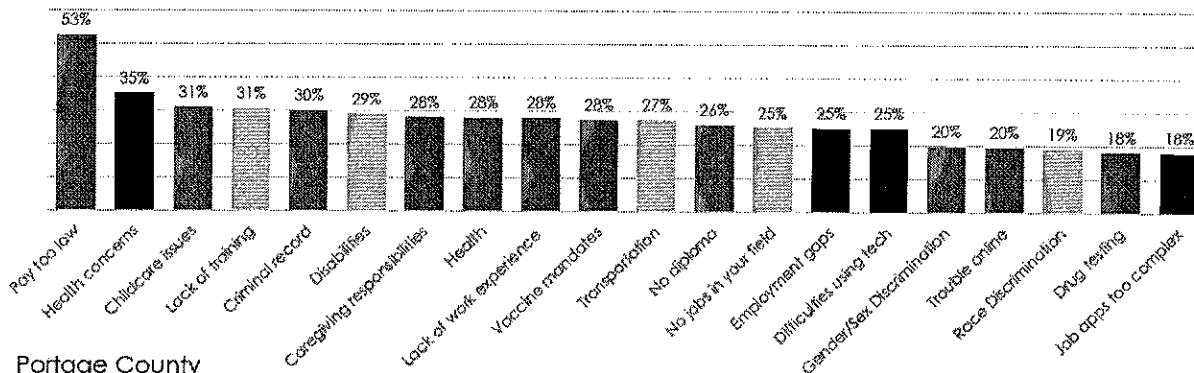
Final Results- Likelihood to quit or decline offer



QUESTIONS: How likely is it that you would quit a job or decline a job offer because the company had a vaccine mandate? How likely is it that you would quit a job or decline a job offer because the company did NOT have a vaccine mandate?



Final Results- Barriers to employment



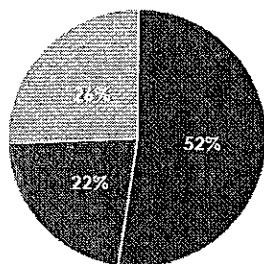
QUESTIONS: How much of a barrier do you think each of the following are for you or the people you know to apply for, find or keep employment?



Final Results- Training and Education Needs

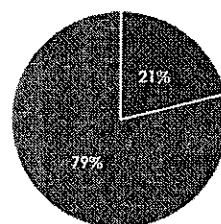


Have Training and Education needed to get ahead in job?



■ Have what need ■ Need more ■ Happy with where am

Had difficulty pursuing training



■ Yes ■ No

Portage County

QUESTION: Is there anything that has made it difficult for you to pursue additional training in the past 12 months?

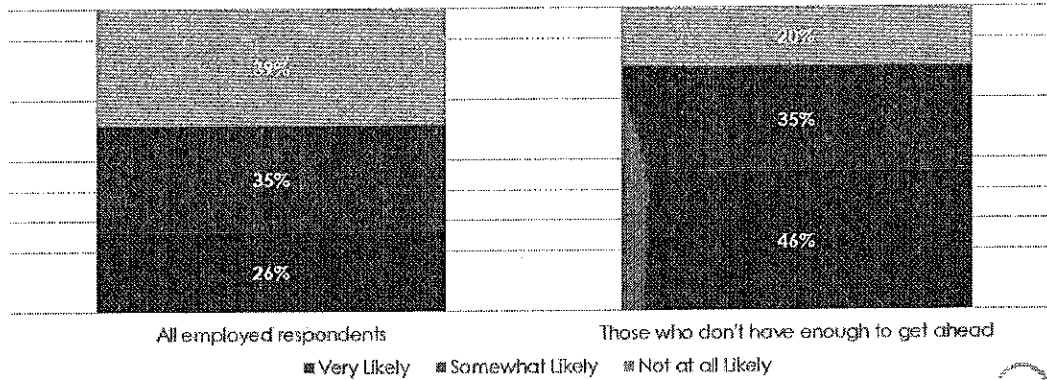
The top 3 reasons for what made getting training difficult:

1. Time
2. Money
3. Impact of COVID

QUESTION: In general, do you feel you have the education and training necessary to get ahead in your job or career, do you need more education or training, or are you happy with where you are in your career?



Final Results- Likelihood of seeking additional education or training in next 3 years



Portage County

QUESTION: How likely are you to seek additional education or job training in the next 3 years?



Key Themes From Final Results

- Salary information is important to include in job postings
- Freelance and contract work is a big part of the employment landscape
- COVID has had a significant impact on experiences and views on employment
- Vaccine mandates – mixed feelings
- High interest in job related training and education



Thank You

oChristine Marshall, Executive Director –
Summit/Medina Workforce Area COG

christine.marshall@workforcearea2.org



Summit and Medina
Workforce Area
Council of Governments

Brought to you by the Fund for Our Economic Future, Team NEO, ConexusNEO, and PolicyBridge, with funding support from The Kresge Foundation, Deaconess Foundation and the Summit & Medina Area Workforce Council of Governments.



where are the
workers?

QUESTION AND ANSWERS

2. Portage JFS Enhanced Recruitment Efforts

Director Jeffries would like to move forward with changes to the interview process and would like to pilot open interviews this month. In collaboration with the County Human Resources Department, a prospective employee would move through the entire spectrum, outside of having to do the background check and drug screen, and Job and Family Services would be able to make a contingent job offer the same day.

Job and Family Services has 14 open positions - seven Social Service Workers, and seven Eligibility Specialists they are desperate to fill.

Director Jeffries would still respect a two-week notice if the person worked elsewhere, but the intent is to capture potential employees with a majority of pre-employment requirements in one sitting. Any offer made would be contingent upon passing the drug screen and background check.

Administrator Crombie suggests providing a written offer that doesn't contain a start date until we receive the results of all required testing. Director Jeffries noted this is something they want to pilot because people are applying, but it's very sporadic and the length of time matters because they are finding other employment. If it works as a pilot, the Ohio Means Jobs Center could offer it as a resource to the other businesses we work with, too.

Director Kovick voiced the same concerns as Administrator Crombie – if you speed through the process, something may fall through the cracks regarding background, employment or reference checks.

Commissioner Kline believes the process may need to be tweaked as we go along because this is the very beginning, but it's important to get everything you can while you have them.

The Board supports Director Jeffries exploring the program.

*

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Director Jeffries added Job and Family Services to the Ohio Means Jobs marketing initiatives to start developing videos and one-page flyers. Director Jeffries showed a video the department created highlighting their social service worker position. They've also created a one-page flyer and a link to the video.

The Board agreed to support the request to have a dialogue and then come back to talk about options.

3. Retention Discussions

a. Public Children Services Association

The Ohio Department of Job and Family Services Director, Dan Schroeder, has been in discussions with the Public Children Services Trustees and Portage is one of the Trustees represented. There's a lot of creative talk on how we can move forward to retain social service workers

and in the next few weeks, we might be hearing from the Governor in that space, but they do promote counties being creative in the space of child welfare.

b. AFSCME 1696 Contract Reopener Request

The union is concerns about staffing levels and asked if we would come to the table to talk about retention options, which might involve financials. Director Jeffries is asking for Board support to meet with the union to discuss.

The Board agreed to support the request.

Resolution:

1. Enter into Amendment No. 6 between the Portage County Board of Commissioners on behalf of the Portage County Department of Job and Family Services, the Northeast Ohio Consortium Council of Governments, and the Portage Development Board. /Resolution No. 22-0344
2. Enter the Amendment between the Portage County Board of Commissioners on behalf of the Portage County Department of Job and Family Services, and the Northeast Ohio Consortium Council of Governments. /Resolution No. 22-0345
3. Transfer from Fund 1415, Child Welfare Special Levy Fund to Fund 1410 Public Assistance Fund. /Resolution No. 22-0346

* * * * *

Commissioner Christian-Bennett asked if anyone is interested in attending the NACo annual Conference and Commissioner Badalamenti agreed to attend virtually on Sunday, July 24, 2022.

* * * * *

RESOLUTION NO. 22-0339 - RE: AMEND RESOLUTION 22-0331, ADOPTED MAY 19, 2022 - DIRECTING A PORTION OF THE COUNTY'S CORONAVIRUS LOCAL FISCAL RECOVERY FUND PAYMENT TO THE COUNTY'S COVID-19 RESPONSE, AUTHORIZING AMERICAN RESCUE PLAN ACT FUND EXPENDITURES FOR COM01.

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

WHEREAS, it has been determined by the Board of Commissioners that the amount included in Resolution No. 22-0331 must be corrected to \$3,262.34 from \$2,914, to reflect the accurate price for the expenditure; now therefore be it

RESOLVED, that the grant award amount in **Resolution No. 20-0331** is hereby amended to **\$3,262.34** as this is the accurate price for COM01.

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;

* * * * *

RESOLUTION NO. 22-0340 - RE: CREATE FUND 1117 – MOTORCYCLE GRANT

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

WHEREAS, it has become necessary to create a new fund in order to properly control the processing of financial related transactions related to the project, and

WHEREAS, the County Auditor has assigned Fund Number 1117 to Motorcycle Grant; now therefore be it

RESOLVED, that Fund 1117 be created, and be it further

RESOLVED, that a certified copy of this resolution be filed with the Portage County Auditor, Portage County Sheriff's Office, 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;

* * * * *

**RESOLUTION NO. 22-0341 - RE: TRANSFER FROM FUND 0001, GENERAL FUND
TO FUND 1410, PUBLIC ASSISTANCE FUND**

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

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

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

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

FROM:

FUND 0001, COUNTY GENERAL FUND

ORGCODE - 00100009

Debit Expense Account

Object: 910000 – Transfer Out \$31,425.41

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 280000 – Transfer In

Project: NONE \$31,425.41

; and be it further

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

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

Roll call vote as follows:

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

*

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**RESOLUTION NO. 22-0342 - RE: ENTER INTO REAL ESTATE LEASE AGREEMENT
WITH DTMIC, LLC (TAVERN 1888) 106 EAST MAIN
ST., RAVENNA, OH.**

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 City of Ravenna, known for street numbering purposes as 106 East Main Street, Ravenna, Ohio; and
- WHEREAS,** DTMIC, LLC (Tavern 1888) has an interest in leasing said property; 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 DTMIC, LLC, Sandy Knotek, Managing Member, 959 Bruce Dr., Kent OH 44240 for a term of one (1) year, beginning May 1st, 2022; and be it further
- RESOLVED,** that the rent shall be paid in equal monthly installments of eight hundred dollars (\$800.00). After expiration date of the original or any renewal term of the lease the hold-over monthly rate will be eight hundred seventy-five dollars and 00/100 (\$875.00). All rents are payable on the fifteenth 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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**RESOLUTION NO. 22-0343 - RE: AUTHORIZING THE EXECUTION OF A
SUPPLEMENT TO TAX INCREMENT FINANCING
AND COOPERATIVE AGREEMENT.**

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

WHEREAS, authorized by Portage County Board of Commissioners Resolution No. 18-0521, Maplecrest LLC (the "Developer" and "Construction Manager"), this Board (the "County"), the Development Finance Authority of Summit County (the "Authority"), Meijer, Menard, and U.S. Bank National Association (the "Trustee" and "Disbursing Agent") have entered into the Tax Increment Financing and Cooperative Agreement dated as of July 1, 2018 pursuant to which (a) the Developer agreed to undertake the Development (capitalized terms defined therein), (b) the Authority agreed to issue the Bonds to finance a portion of the costs of the Public Improvements required to facilitate the Development, and (c) the Authority retained the services of the Construction Manager for Provision of the Public Improvements; and

WHEREAS, the costs of the Public Improvements exceeded the proceeds of the Bonds available to pay such costs, and, pursuant to Section 3.2(f) of the TIF Cooperative Agreement, the Developer was required to pay, from its own funds, all costs to complete the Public Improvements in accordance with the Plans and Specifications; and

WHEREAS, section 3.2(f) of the TIF Cooperative Agreement further provides that the Developer is entitled to be reimbursed from the Assigned Issuer Service Payments for Unreimbursed Developer Costs at such time as the Bonds are no longer Outstanding; and

WHEREAS, the Developer, in its capacity as Construction Manager, has completed Provision of the Project in accordance with the Plans and Specifications, and the Developer and the County wish to agree to establish the Unreimbursed Developer Costs that are to be reimbursed to the Developer from the Assigned Issuer Service Payments once the Bonds are no longer Outstanding; now therefore be it

RESOLVED by the Board of County Commissioners of the County of Portage that:

Section 1. The Board of Portage County Commissioners does hereby agree to enter into a Supplement to Tax Increment Financing and Cooperative Agreement with the Developer and the Authority to establish the Unreimbursed Developer Costs that are to be reimbursed to the Developer in accordance with the terms of the TIF Cooperative Agreement.

Section 2. This Board 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 and of any of its committees 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 votes as follows:

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

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**RESOLUTION NO. 22-0344 - RE: ENTER INTO AMENDMENT NO. 6 BETWEEN THE
PORTAGE COUNTY BOARD OF COMMISSIONERS
ON BEHALF OF PORTAGE COUNTY JOB &
FAMILY SERVICES, THE NORTHEAST OHIO
CONSORTIUM COUNCIL OF GOVERNMENTS, AND
THE PORTAGE DEVELOPMENT BOARD.**

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

WHEREAS, Northeast Ohio Consortium of Governments (the "NOC COG") made by the Ohio Department of Job and Family Services (ODJFS) was awarded a grant pursuant to Title I of the Workforce Innovation and Opportunity Act of 2014 (WIOA) for the program year commencing July 1, 2017 for Business Resource services; and

WHEREAS, the Northeast Ohio Consortium Council of Governments has been designated as a Subgrantee and the Fiscal and Administrative Agent for the Business Resource Network within Geauga, Ashtabula and Portage Counties; and

WHEREAS, on July 21, 2017, the NOC COG issued a Request for Proposals ("RFP") to perform the County Account Executive work from experienced workforce and economic professionals and was sent to seventeen (17) potential providers; and

WHEREAS, Two (2) proposals were received, opened and tabulated for above mentioned services; and

WHEREAS, on February 22, 2018, the Board of Portage County Commissioners on behalf of the Portage County Department of Job & Family Services entered into a Subgrant Agreement with the Northeast Ohio Consortium Council of Governments and Portage Development Board for the provision of Business Resource Network services for the period September 1, 2017 through June 30, 2018, through Resolution No. 18-0151; and

WHEREAS, on November 1, 2018, the Board of Portage County Commissioners on behalf of the Portage County Department of Job & Family Services entered into a Subgrant Agreement with the Northeast Ohio Consortium Council of Governments and Portage Development Board for the provision of Business Resource Network services for the period July 1, 2018 through June 30, 2019, through Resolution No. 18-0773; and

- WHEREAS,** on July 2 ,2019, the Board of Portage County Commissioners on behalf of the Portage County Department of Job and Family services entered into a Subgrant Agreement with the Northeast Ohio Consortium Council of Governments and Portage Development Board for the provision of Business resource Network services for the period July 1, 2019 through June 30, 2020, through Resolution No. 19-0472; and
- WHEREAS,** on September 24, 2020 the Board of Portage County commissioners on behalf of Portage County Job and Family Services entered into a subgrant agreement with the northeast Ohio Consortium Council of Governments and Portage Development Board for the provision of Business resource Network services for the period July 1, 2020 through June 30, 2021, through resolution No. 20-0585; and
- WHEREAS,** on May 5, 2021 the NOCCOG Board passed a motion to amend the July 1, 2020 agreement by increasing the contract by Five Thousand and 00/100 dollars (\$5,000.00) through resolution No. 21-0849; and
- WHEREAS,** On July 28, 2021 the NOCCOG board passed a motion to amend the July 1, 2020 subgrant agreement by (1) extending the contract to August 31, 2021 and (2) increasing the agreement by Seven Thousand Five hundred dollars (\$7,500.00) through resolution no. 21-0682 ; and
- WHEREAS,** on October 6, 2021 the NOC COG board, passed a motion to amend the July 1, 2020 Subgrant Agreement. (1) extending the contract October 31, 2021; and (2) increasing the agreement Seven Thousand Five hundred dollars (\$7,500.00) through Resolution No. 22-0019; and
- WHEREAS,** on November 17, 2021 the NOC COG board, passed a motion, making a fourth amendment, to amend the July 1, 2020 Subgrant Agreement. Said motion permitted the July 1, 2020, Subgrant Agreement to be amended in writing to (1) change the term of the Agreement from an original term of July 1, 2020 to June 30, 2021 to that of July 1, 2020 to December 31, 2021; and (2) increasing the amount of the agreement an additional Seven thousand Five hundred and 00/100 dollars (\$7,500.00); and
- WHEREAS,** on December 20,2021 the NOC COG board, passed a motion, making a fifth amendment, to amend the July 1, 2020 Subgrant Agreement. Said motion permitted the July 1, 2020, Subgrant Agreement to be amended in writing to (1) change the term of the Agreement from an original term of July 1, 2020 to June 30, 2021 to that of July 1, 2020 to March 31, 2022; and (2) increasing the amount of the agreement an additional Seven thousand Five hundred and 00/100 dollars (\$7,500.00);
- WHEREAS,** the parties desire to amend the Original Agreement; and

- WHEREAS,** This Agreement will be used to detail the terms of the relationship between the NOC COG, Portage County Department of Job & Family Services and Portage Development Board; now therefore be it
- RESOLVED,** on March 23, 2022, the NOC COG board, passed a motion, making a sixth Amendment, to amend the July 1, 2020 Subgrant agreement. Said motion permitted the July 1, 2020, Subgrant agreement to be amended in writing to (1) change the term of the Agreement from an original term of July 1, 2020 to June 30, 2021 to that of July 1, 2020 to June 30, 2022; and (2) increasing the amount the agreement an additional Eleven Thousand two hundred fifty and 00/100 dollars (\$11,250.00)
- RESOLVED,** that the Board of Portage County Commissioners on behalf of the Portage County Department of Job & Family Services agree to enter into Amendment No. 6 with the Northeast Ohio Consortium Council of Governments and Portage Development Board to (1) change the term of the Agreement from an original term of July 1, 2020 to June 30, 2021 to that of July 1, 2020 to June 30, 2022 and (2) amend the amount of compensation available during the amended term from the amount of Eighty Thousand and 00/100 Dollars (\$80,000.00) to that of Ninety One thousand two hundred fifty 00/100 dollars (\$91,250.00); and be it further
- RESOLVED,** FUND 1413 will be used to pay for this agreement; and be it further
- RESOLVED,** that the total amount of this Agreement is not to exceed Ninety one Thousand two hundred fifty and 00/100 dollars (\$91,250.00) for the contract period July 1, 2020 through June 30, 2022; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in 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. 22-0345

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**RE: ENTER INTO AN AGREEMENT BETWEEN THE
PORTAGE COUNTY BOARD OF COMMISSIONERS
ON BEHALF OF PORTAGE COUNTY JOB &
FAMILY SERVICES AND THE NORTHEAST OHIO
CONSORTIUM OF GOVERNMENTS**

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

- WHEREAS,** Title I of the Workforce Investment Act of 1998 (WIA) and the Workforce Innovation and Opportunity Act of 2014 (WIOA) require that Area 19, which consists of Geauga, Ashtabula, and Portage Counties, must maximize employment and training resources, coordinate resources and provider service programs, including employment and training services to youth; and
- WHEREAS,** the Northeast Ohio Consortium Council of Governments (NOC COG) has been designated as the Fiscal and Administrative Agent for Title I WIA funds, WIOA funds and other workforce development activity funding sources by Geauga, Ashtabula and Portage Counties pursuant to a Governing Agreement entered into by those counties; and
- WHEREAS,** on November 1, 2021, the NOCCOG Board voted to give the authority for the NOC COG to enter into this agreement with Portage County Job and Family services for the provision of CCMEP WIOA youth services for a term commencing January 1, 2022 and ending September 30, 2022; and
- RESOLVED,** that the Board of Portage County Commissioners does hereby enter into a Subgrant Agreement with the Northeast Ohio Consortium Council of Governments on behalf of Portage County Job & Family Services for the provision of CCMEP WIOA Youth Services for the period January 1, 2022 through September 30, 2022;
- RESOLVED,** that the total amount of this Agreement is not to exceed Two Hundred Thirty four Thousand Six hundred Fifty-four and 00/100 Dollars (\$234,654.00); and
- 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. 22-0346 - 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 \$330,000.00, \$48,434.12 for SFY22 1st Qtr reconciliation and \$281,565.88 for SFY22 2nd 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

\$330,000.00

TO:FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 282000 – JFS Shared

Project 5SHAR

\$330,000.00

; 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. 22-0347

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**RE: BOARD OF COMMISSIONERS' APPOINTMENT TO
THE PORTAGE COUNTY DISTRICT LIBRARY**

BOARD OF TRUSTEES FOR BETTY CLAPP

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

WHEREAS, the Portage County District Library Board of Trustees is responsible for setting the general policy for the library and advising Library personnel of community needs; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby appoint the following to the serve a seven (7) year term effective June 14, 2022 and expiring on June 13, 2029:

Betty Clapp 7826 State Street Garrettsville, OH 44231

; 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 votes 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. Approve the job description and creation of a non-bargaining position, Deputy Director, for Portage County Internal Services.

Motion: **Commissioner Badalamenti**

Seconded: **Commissioner Kline**

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

Motion Carries

2. Approve the transfer of Paul Brannon from Water Treatment Operator II to Water Treatment Facilities Mechanic in Portage County Water Resources effective May 30, 2022.

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 Melissa Ruiz, Social Service Worker 2, new position, in Portage County Department of Job & Family Services. Tentative start date is June 6, 2022. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment screenings.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

4. Authorize the hire of Christina Smith, Social Service Worker 3, replacing Brianna Moore, in Portage County Department of Job & Family Services. Tentative start date is June 6, 2022. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment screenings.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

5. Authorize the hire of Alexis Szemenyei, Social Service Worker 3, replacing Jarika Hicks, in Portage County Department of Job & Family Services. Tentative start date is June 6, 2022. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment screenings.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

6. Authorize the hire of Ashlee Siglow, Eligibility Specialist, replacing Erica Smith, in Portage County Department of Job & Family Services. Tentative start date is June 8, 2022. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment screenings.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

7. Authorize the hire of Michael Walko, Eligibility Specialist, replacing Ariel Randolph, in Portage County Department of Job & Family Services. Tentative start date is June 8, 2022. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment screenings.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

8. Authorize the hire of Kyle Wade, Child Support Specialist, replacing Susan Kishton, in Portage County Department of Job & Family Services. Tentative start date is June 6, 2022. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment screenings.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

9. Authorize the hire of Alex Santiago, Clerical Specialist 4, returning to his previous position, in Portage County Department of Job & Family Services. Tentative start date is May 31, 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

10. Accept the resignation of Melissa Boyd, PCSA Administrative Assistant, with Portage County Job & Family Services, effective May 27, 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

11. Authorize the internal/external posting of the non-bargaining position, PCSA Administrative Assistant, vacated by Melissa Boyd, for Portage County Job & Family Services.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

12. Accept the resignation of Tonia Duncan-Lydic, PCSA Supervisor, with Portage County Job & Family Services, effective June 10, 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

13. Authorize the internal/external posting of the non-bargaining position, PCSA Supervisor, vacated by Tonia Duncan-Lydic, for Portage County Job & Family Services.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

14. Approve anniversary/probationary step increase for the following non-bargaining employees:

- i) Joe Harris – Budget & Finance Director – Effective 5/30/2022;
- j) JoAnn Townend – Internal Services Director – Effective 5/30/2022;
- k) Kami Smith – JFS Fiscal/Eligibility Specialist – Effective 5/30/2022;
- l) Alex McArthur – JFS Supervisor – Effective 6/13/2022;
- m) Judi Rettig – JFS Accountant – Effective 6/13/2022;
- n) Kelli Swigert – JFS Program Manager – Group Home – Effective 6/13/2022;
- o) Jackie Beauchamp – JFS Legal Specialist – Effective 6/27/2022;
- p) Deb Hogan – JFS Program Manager – Staff Development – Effective 6/27/2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

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

15. Direct the Auditor's Office to pay/process the May 26, 2022 bills/ACH payments, wires, journal vouchers and then & now's, as applicable, contingent upon the verification of the reports as presented by the County Auditor and reviewed by the Department of Budget and Financial Management.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Expenditure Review		
County Funds: (0001 – 8399)		
Bill Payment and ACH list totaling:		
Bill Payment list	\$754,616.47	(Includes late fees of: \$0)
ACH/Neil Group of	\$20.00	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$128,983.65	
Medical Mutual Flex Admin of	\$965.70	
Medical Mutual Flex Claims of	\$5,137.60	
Journal Vouchers totaling:	\$133,583.35	
Then and Now list totaling:	\$284,631.13	
Debt Service wire list:	\$275,705.56	

16. Process the May 26, 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

17. The Board of Commissioners acknowledged receipt of the May 27, 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

18. The Board of Commissioners authorizes the adoption of the May 24th, 2022 revision to the Portage County Evacuation, Lockdown and Building Closure Plan effective June 2nd, 2022 as presented by County Administrator, Michelle Crombie.

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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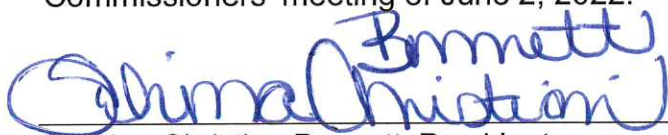
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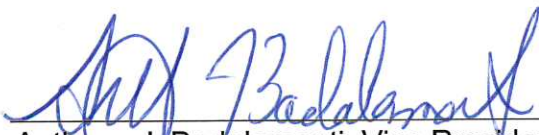
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Motion: by Commissioner Christian-Bennett, seconded by Commissioner Kline that the Board adjourns the Meeting of **June 2, 2022, at 11:19 AM**
All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Kline, Yea; Commissioner Badalamenti, Yea;
Motion Carries

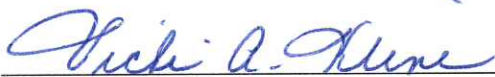
We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of June 2, 2022.



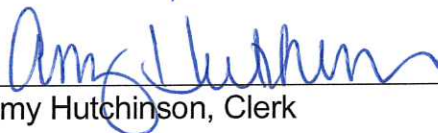
Sabrina Christian-Bennett, President



Anthony J. Badalamenti, Vice President



Vicki A. Kline, Board Member



Amy Hutchinson, Clerk