

Portage County Board of Commissioners
Meeting Minutes

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

Sara Hoag, Acting Clerk
330-297-3600

Thursday, December 7, 2021

9:00 AM

Commissioners' Board Room

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

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

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

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

Recess to Solid Waste Management District: 9:01 AM
Reconvened: 9:17 AM

INTERNAL SERVICES

Resolutions:

1. Enter into Amendment No. 1 between the Portage County Board of Commissioners on behalf of Portage County Job & Family Services, Portage County Job & Family Services and Northeast Ohio Consortium Council of Governments./Resolution No. 21-0886
2. Enter into an Agreement between the Portage County Board of Commissioners and the Portage County Prosecutor./Resolution No. 21-0887
3. Acceptance of a Vehicle Donation from Ralph Spidalieri for use by the Portage County Sheriff's Office./Resolution No. 21-0888
4. Enter into Novation Agreement Between the Portage County Board of Commissioners, Portage County Recorder, High Line Corporation DBA Casnet, and VRC Companies, LLC./Resolution No. 21-0889

5. Approve Specifications and set the Proposal Date for a Strategic Fixed Wireless Broadband Project County Board of Commissioners./Resolution No. 21-0890
6. Set the Request for Proposal Date for Foster and Adoptive Initial Home Assessment Services for the Portage County Department of Job & Family Services./Resolution No. 21-0891
7. Approve a Sanitary Sewer Easement being part of original Lot 57S of the Township of Ravenna, Portage County, Ohio, owned by Orchard Plaza, LLC, as part of Project, "SR 59 East Sewer & Water Extension", Project No. RV-0 19-110-P./Resolution No. 21-0892
8. Approve a Sanitary Sewer Easement being part of Original Lot 57S of the Township of Ravenna, Portage County, Ohio, owned by Orchard Estates 1 MHC, LLC, as part of project, "SR 59 East Sewer & Water Extension", Project No. RV-0 19-110-P./Resolution No. 21-0893
9. Approve a Sanitary Sewer Easement being part of Original Lot 57S of the Township of Ravenna, Portage County, Ohio, owned by PCC Properties, LLC, as part of project, "SR 59 East Sewer & Water Extension", Project No. RV-0 19-110-P./Resolution No. 21-0894

PLEASE ADD TO YOUR AGENDA

10. To Declare the Necessity to Purchase one (1) 2022 2500HD Silverado Double Cab Pickup Truck and to Authorize the Trade in of (1) 2018 2500 Dodge Pickup Truck./Resolution No. 21-0904
11. Declare the Necessity to Lease Seven (7) Vehicles for Use by the Portage County Sheriff's Department./Resolution No. 21-0905
12. Declare the Necessity to Purchase Five (5) Vehicles for use by the Portage County Sheriff./Resolution No. 21-0906
13. Agree to Accept an addendum to the Escrow Agreement for Construction of Street, Storm Sewer, Drainage Improvements, Sediment and Erosion Control for the Germaine Reserve Subdivision in Franklin Township./Resolution No. 21-0907

GRANT'S ADMINISTRATOR

Present: Allison Erisey

Resolution:

1. The Board of Commissioners agrees to authorize a grant application in the amount of \$21,438.19 to the Ohio Department of Natural Resources of Watercraft Marine Patrol Assistance Grant Program for the Portage County Sheriff./Resolution No. 21-0903

JOBS & FAMILY SERVICES

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

Resolutions:

1. Transfer from Fund 1413, WIA Fund to Fund 1410 Public Assistance Fund./Resolution No. 21-0895

PROSECUTOR'S OFFICE

Present: Attorney Chris Meduri

9:27 AM In accordance with the Ohio Revised Code 121.22(G)(3), it was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the Board of Commissioners moves into executive session to conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action. Also Present: Attorney Chris Meduri and County Administrator Michelle Crombie. Roll call vote: Anthony J. Badalamenti, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

9:30 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 action by adopting the following Journal Entry:

1. The Board of Commissioners approved the Conciliation Agreement and Consent Order and Settlement and Release Agreement concerning Complaint # 21-EMP-AKR-40805 and #21-EMP-AKR-40914 and the State Personnel Board of Review appeals as referenced in the case numbers described in the Settlement and Release Agreement.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Opposed: Commissioner Kline, Nay;

Motion Carries

DEPARTMENT OF BUDGET & FINANCE

Present: Director Joe Harris

Resolutions:

1. The Board of Commissioners agrees to approve the Thursday, December 9, 2021 bills/ACH payments, wires, journal vouchers and then & now's as applicable, as presented by the County Auditor and contingent on the review by the Department of Budget and Financial Management./Resolution No. 21-0896

2. The Board of Commissioners agrees to amend the General Fund 2021 Annual Appropriation Resolution No. 20-0802, adopted December 17, 2020./Resolution No. 21-0897
3. The Board of Commissioners agrees to amend the Non-General Fund 2021 Annual Appropriation Resolution No. 20-0803, adopted December 17, 2020./Resolution No. 21-0898
4. Transfer from Fund 1201, (Motor Vehicle Gas Tax) to Fund 4252, Silica Sand Road Bridge Replacement./Resolution No. 21-0899
5. Create Fund 4255, Old Forge Roundabout./Resolution No. 21-0900
6. Cash Advance Repayment from Fund 3213, PCS OWDA 1998 to Fund 0001. General Fund./Resolution No. 21-0902

2022 BUDGET DISCUSSION

1. Solid Waste purchase of 2 trucks – Commissioner Kline asked about the 2 trucks for the District and Director Harris needed clarification on whether the Board wanted to outright purchase or pay off the debt for 1 truck and purchase 1 truck so the District can remove the 4 trucks that are of no use and then buy a truck on their own. The debt is around \$400,000 which is the same amount as purchasing a new truck.

Veterans Services

Present: Director Rich McClellon

Director McClellon is requesting raises for the Veterans Services Board from \$350 to \$400 per Board member, effective the first pay of 2022. The last increase was \$50.00 and was provided back in February 2006. Administrator Crombie noted the members are paid significantly lower than others around the state. The Board agreed the request is reasonable.

County Auditor's Office

Present: Rebecca Ritterbeck

Salary Increase: Ms. Ritterbeck would like to increase the salary of Beth Wagner, the part-time Tax Settlement Officer due to the workload increase. Ms. Wagner currently works 29 hours now and would like to work 35 hours per week and doesn't require health benefits. The Board agreed to move forward with the request.

Weights and Measures: Ms. Ritterbeck expressed the need for a new vehicle at a cost of \$40,000 for Weights and Measures. The Board agreed to move forward contingent on the review of the quote. Director Harris will work with Director Townsend to ensure the \$40,000 is the complete total with the necessary equipment installed.

Data Processing Board Switches – The Commissioners approved the request for switches and a MUNIS upgrade.

Sheriff Vehicles - Director Harris explained for 5 additional trucks, it's approximately \$20,000 more to purchase outright rather than to lease. Commissioner Christian-Bennett wants to ensure the upfit is included and Director Harris explained the upfitting cost is not included as it can be used on another County vehicle when purchased separately. A fitting costs approximately \$12,000 per vehicle. The Board approved the request to purchase 5 additional trucks and to lease 7 vehicles.

Public Defender

Present: Attorney David Sed and Office Manager Tami Scott

Mr. Laczko is in Columbus presenting an oral argument before the Supreme Court, so he is not in attendance today.

Attorney Sed explained that due to the increased caseloads over the past 2 years, the department is barely able to function.

FULLTIME FELONY COURT ONLY- four attorneys

$1,585 \times 85\% = 1,347$

$1,347 \text{ divided by } 4 = 337 \text{ cases per attorney. (state recommendation is 150)}$

ATTORNEYS PART-TIME IN FELONY COURT

$1,585 \times 15\% = 238$

$238 \text{ divided by } 4 = 59.5 \text{ per attorney}$

These attorneys also cover three misdemeanor courts, domestic relations court, and juvenile court.

ATTORNEYS IN MISDEMEANOR COURT

$2,062 \text{ divided by } 3 \text{ attorneys} = 687 \text{ cases per attorney (state recommendation is 400)}$

Total number of cases per attorney for attorneys in misdemeanor court and part-time in felony court is $746.5 (687 + 59.5)$

JUVENILE COURT, FELONY COURT AND DOMESTIC RELATIONS COURT

Juvenile Court	210.0 (state recommendation is 200)
Felony Court	59.5
Domestic Relations Court	60.0
TOTAL CASES	329.5+

When hiring new attorneys, the issues revolve around money and qualifications. Attorneys in the office must be seasoned and experienced. Attorney Sed is requesting 2 additional attorneys.

Additional Staff Person (Paralegal/Social Worker):

There are only 2 staff employees in the office and there are 400 cases per month that process through 3-4 times.

Director Harris noted the total request is \$254,000 (including benefits).

The Board agreed to move forward with the request for 2 additional attorneys and the additional Paralegal/Social Worker.

Office of Homeland Security and Emergency Management

Present: Director Ryan Shackelford

Director Shackelford is requesting funding for at least 2, possibly 3 MARCs towers to provide broadband services to rural communities in Portage County. Previously used, free equipment has been donated by the State of Ohio for this purpose. The cost is \$700,000 per tower and the increase is based on the current price of steel. This price includes equipment from Summit County at a discounted rate.

Internal Services

Present: Director JoAnn Townend

Capital Improvements:

- Riddle Block Roof – The quote was \$850,000 back in 2020. The Board approved Structure Point as the architect and their contract is currently being reviewed at the Prosecutor's Office.
- Riddle Block Windows – The Board would like Structure Point to complete the Riddle Block roof, windows and to point and tuck the bricks. Director Townend will contact the architect for a price for the entire project and she will also have them investigate the condition of the crown molding. Commissioner Christian-Bennett pointed out that it will need to be approved by the City of Ravenna's Historical Society, as well.
- Courthouse Parking Lot – Director Townend reached out to the City of Ravenna for their estimate and since it needs to be completely restructured, she is still waiting.
- Administration Building Elevators – The elevator replacement costs several years ago were around \$250,000 per elevator from OTIS. This project will need to be put out for bid if the Board decides to move forward.
- Sheriff's Office Roof – The cost for the roof is estimated between \$735,000 and \$975,000, depending on the condition underneath. The original roof is still on the Justice Center from 1995.

- Airport Take Over – A Request for Qualification was distributed, and no one responded, but Director Townend questioned whether the Board can move forward with an operator under an employment advertisement? Commissioner Christian-Bennett explained the Board needs an advisor/consultant and Director Townend will send out the Requests for Qualifications again.

Director Townend has found an appraiser to look at the Flight Center and the hanger as the appraisal from Fixed Based Officer Richard Bonner cannot be used.

- Court Expansion – Director Townend forwarded the Feasibility Study to the Board and Commissioner Badalamenti stated the expansion is not likely to happen at a cost of \$10 million dollars and asked if the area can be rearranged so it would be more accommodating for the Judges and staff? Director Townend noted if the annex building could be used for Probate Court and the Clerks, space would open up on the second floor of the Courthouse for Judge Giulitto.

Director Townend explained there is a problem with the prisoner elevator at the Courthouse because it drops prisoners off in the back of Judge Pittman's Courtroom and when she has court, she doesn't want anyone utilizing the elevator, so the Sheriff's Office has to transfer prisoners utilizing the public elevator and hallways. There may be a way to address the area specifically. The Board agreed that after the first of the year, it would take a look at the Annex building, and the Courthouse areas involved.

- Records Center Roof – The Records Center roof will cost approximately \$500,000 and as long as the County plans to keep the building, it must be done. There has been talk about removing all records and storing them at Iron Mountain and selling the building, so the Board must decide how it wants to move forward.

Microfilming – Since Ramona Walker retired, no one else has been hired because it's cheaper to outsource microfilming via contract. Commissioner Kline mentioned before the Board would sell the building, the microfilming needs to be caught up. Director Townend will check with Director Cooper at the Records Center to find out when the microfilming will be caught up.

Commissioner Christian-Bennett asked if Clerk of Courts Fankhauser has filming equipment and Director Townend noted she's scanning her own documents and Commissioner Badalamenti explained Judge Smith hired someone full-time to do their scanning and Ms. Fankhauser was looking to obtain equipment to do the same thing.

Commissioner Kline went back to the issue about fixing the roof at the Records Center and the Board agreed to move forward.

Director Townend will proceed with getting other architects to prepare drawings as Structure Point will be starting 3 projects for us. She will contact Hasenstab Architects for

the feasibility study for the Courthouse prisoner bridge and another for the roof drawings at the Records Center.

- Pretty Glenn Dam – The easement money has been appropriated and letters were ready to go out until the Prosecutor's Office asked her to wait because Attorney Meduri wanted to talk with the Board about the situation. Director Townend explained the Commissioners' Office drafted letters back in August and they were mailed, but not sent certified. Director Townend received 1 telephone call from the City of Akron, who supports the dam removal. Director Townend will contact Attorney Meduri when she returns to the office for an update.
- Annex Building - Heating and HVAC replacement cost are \$75,000 and drainage will also need to be installed around the building. ARPA funding may be an allowable expense for the HVAC. The Board agreed to move forward with the request.
- Sheriff's Office Interior Renovations – The Maintenance Department investigated the possibility of extending office space into the lobby area and the removal of walls in the back area for additional expansion, but the request isn't something for our Maintenance Department is able to complete. The Board agreed there are other projects that are more pressing at this time and Director Townend will advise the Sheriff.
- 7th Floor Projects – The hallway carpeting/flooring will cost \$11,800, Security doors/glass \$26,600, Fobs for the doors \$6,000; Push bar \$1,200. The Board agreed to move forward with the request through the Maintenance budget and Director Harris will move the funding, if necessary.
- Administration Building Entrance Signage – Director Townend believes the informational board for the lobby has been ordered from the Maintenance budget and Administrator Crombie explained a digital board would be in addition to the informational board. Commissioner Christian-Bennett would like to see additional signage throughout the building and Administrator Crombie asked Director Harris and Director Townend to provide additional information for the Board next week.
- Administration Building Entrance White Wash – The Board discussed white-washing the bricks in the entranceway and Director Harris will meet with Director Townend to share some of the ideas.

PUBLIC COMMENT

Present: Barb Tittle

Ms. Tittle believes it would have been appropriate when Director McClellan from the Veterans Services Commission was in, to recognize the solemnity of today being Pearl Harbor Day. It's not a Federal holiday, but it's a day that should be recognized.

OSU EXTENSION OFFICE

Present: Angie Arnold, Ashley Hughey, and Eric Barrett

Discussion:

1. Budget Request

Ms. Hughey presented a general overview of the impacts from their office this year including 4-H members, pesticide applicator numbers, the Expanded Food and Nutrition Education Program (EFNEP), CARTEEN program, and SNAP-ED. She also mentioned OSU obtained over \$31,000 in grants on the State National level, the Jr. 4-H camp will be re-opening this year after COVID, and the Be Kind Food Distribution program donated over 19,000+ servings of dried beans, rice and vegetables to families in Portage County.

Ms. Arnold highlighted farm visits, the quarterly and weekly newsletters, and the Chestnut Production and Northeast Ohio Hay Days as part of field days in 2021. As part of the Master Gardeners program, 2 community gardens were harvested producing over 200 pounds of produce. Agriculture and 4-H collaborated to provide the County with a Precision Agricultural Program using drones.

Ms. Hughey presented and discussed the OSU Extension Office budget requests as follows:

OHIO STATE UNIVERSITY EXTENSION

THE OHIO STATE
UNIVERSITYCOLLEGE OF FOOD, AGRICULTURAL
AND ENVIRONMENTAL SCIENCES

Portage County Commissioner Budgets & Proposals

	2020	2021	2022	2022
	Actual	Estimated	Request	Request
	ANR @ 75%	ANR @ 75%	ANR @ 100%	ANR & OA @ 100%
Staffing				
Educator Cost-Share	\$ 61,750.00	\$ 62,500.00	\$ 73,500.00	\$ 73,500.00
Program Assistant Salaries (share)	\$ -	\$ -	\$ 6,448.00	\$ 6,448.00
Program Assistant Benefits (share)	\$ -	\$ -	\$ 2,211.66	\$ 2,211.66
Support Staff Salaries	\$ 18,092.27	\$ 18,911.16	\$ 19,500.00	\$ 31,616.00
Support Staff Benefits	\$ 5,843.80	\$ 6,486.53	\$ 6,688.50	\$ 10,844.29
Subtotal	\$ 85,686.07	\$ 87,897.69	\$ 108,348.16	\$ 124,619.95
Office Operations				
Supplies	\$ 1,616.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00
Postage	\$ 280.23	\$ 400.00	\$ 400.00	\$ 400.00
Rent & Lease Fees	\$ 2,618.00	\$ 2,618.00	\$ 2,618.00	\$ 2,618.00
Copier Lease	\$ 2,376.02	\$ 2,700.00	\$ 2,700.00	\$ 2,700.00
Phone, Internet, Computers	\$ 3,673.68	\$ 3,700.00	\$ 3,700.00	\$ 3,700.00
Subtotal	\$ 10,563.93	\$ 11,018.00	\$ 11,018.00	\$ 11,018.00
Program Development & Delivery				
Mileage, Travel & Training	\$ 1,427.10	\$ 3,000.00	\$ 5,411.84	\$ 5,411.84
Dues & Educational Materials	\$ -	\$ 500.00	\$ 500.00	\$ 500.00
Subtotal	\$ 1,427.10	\$ 3,500.00	\$ 5,911.84	\$ 5,911.84
Total Basic Expenses	\$ 97,677.10	\$ 102,415.69	\$ 125,278.00	\$ 141,549.79
Total Commissioner Funds	\$ 90,000.00	\$ 90,000.00	\$ 125,278.00	\$ 141,549.79
Estimated OSU State and Federal Contributions	\$ 125,935.94	\$ 127,195.30	\$ 130,343.70	\$ 130,343.70

Director Harris asked if Portage County is the only entity contributing funding to OSU and Ms. Hughey responded they have a 4-H Advisory Fund, but they typically fund more program-related items and the only committees they reach out to are the Advisory Committee and the Portage County Benefits Committee.

Director Harris noted this year's request is for \$125,278, which is \$20,000 higher than prior years and Mr. Barrett explained Ohio State covers the overage for educators, but it's not a 'per County' allocation.

The Board agreed to take the request under consideration.

SQUIRES PATTON BOGGS

Present: Mike Sharb, County Treasurer Brad Cromes and Attorney Chris Meduri

Mr. Sharb met with the Board to obtain signatures on the bond documents that were adopted October 21, 2021, as follows:

- 1. Providing for the Issuance and Sale of Bonds in the Maximum Principal Amount of \$2,015,000 for the Purpose of Refunding for Debt Charges Savings Certain of the County's Outstanding Sewerage System Improvement Revenue Bonds, Series 2007, Dated October 24, 2007. /Resolution No. 21-0791, October 21, 2021*
- 2. Providing for the Issuance and Sale of Bonds in the Maximum Principal Amount of \$1,795,000 for the Purpose of Refunding for Debt Charges Savings Certain of the County's Outstanding Various Purpose Bonds, Series 2007, Dated October 24, 2007. /Resolution No. 21-0792, October 21, 2021*
- 3. Providing for the Issuance and Sale of Bonds in the Maximum Principal Amount of \$1,100,000 for the Purpose of Refunding for Debt Charges Savings Certain of the County's Outstanding Sewerage System Improvement Revenue Bonds, Series 2009, Dated October 1, 2009. /Resolution No. 21-0793, October 21, 2021*
- 4. Providing for the Issuance and Sale of Bonds in the Maximum Principal Amount of \$8,460,000 for the Purpose of Refunding for Debt Charges Savings Certain of the County's Outstanding Various Purpose Improvement and Refunding Bonds, Series 2010, Dated September 29, 2010. /Resolution No. 21-0794, October 21, 2021*
- 5. Providing for the Issuance and Sale of Bonds in the Maximum Principal Amount of \$495,000 for the Purpose of Refunding for Debt Charges Savings Certain of the County's Outstanding Sewerage System Improvement Revenue Bonds, Series 2011, Dated June 1, 2011. /Resolution No. 21-0795, October 21, 2021*
- 6. Providing for the Issuance and Sale of Bonds in the Maximum Principal Amount of \$4,085,000 for the Purpose of Refunding for Debt Charges Savings Certain of the County's Outstanding Various Purpose Improvement and Refunding Bonds, Series 2014, Dated October 28, 2014. /Resolution No. 21-0796, October 21, 2021*

Once all documents have been signed, Mr. Sharb will distribute copies to each party.

HUMAN RESOURCES

Present: Janet Kovick

Discussion:

1. Revised Personnel Policy Manual

Director Kovick presented and discussed the Commissioners' policy, which is updated every other year. The following changes were included in the December revision:

BOC Personnel Policy Manual Revisions

12/7/2021

Page	Section	Revision
10	1 - General Provisions	1(G) Self-Reporting of Convictions & Pending Charges
12	2 - Discrimination & Harassment Free Workplace	Housekeeping/Clarification purposes
16	3 - Drug & Alcohol Policy	Revised to be very similar to CORSA Policy Manual
38	10 - Use of County Property	Revised to be very similar to CORSA Policy Manual
		10(A) - Introduction
		Added language advising emails are public records
		Other changes
		Housekeeping/Clarification
43	11 - Communication Systems	11(D) County Email Systems
		Added language that advises emails are public records
56	14 - Travel Policy	14(C) - Meals
		Refer to GSA website for meal reimbursement
61	16 - Dress Code	16(A) - General
		Added Employees may wear county-inspired clothing with PC logo
64	17 - Hours of Work	17(E) - Flex Time
		17(E)5 - Added language that hours working from home are not eligible for flex time usage, unless hours are required to respond to a county-related incident.
		Exempt/Unclassified Employees - added language that a courtesy notification for flex time usage should be provided to the CA.
68	20 - Employee Performance	
		Revised to mirror language in the Compensation Administration Manual
73	23 - Paid Leaves of Absence	23(A) - Sick Leave
		Added clarification for return to work status, doctor's note for absences less than 3 consecutive days, LWOP status & health benefits
76		23(B) - Funeral Leave
		Clarification that 5 days are consecutive
77		23(D) - Holidays
		Added Juneteenth, clarified that employees using sick leave around holidays must be in active pay status and using paid leave
80		23(I) - Leave Donation Program
		Clarification purposes
84		23(L) - Vacation Leave Conversion/Cash-Out
		Added policy
87	25 - Family and Medical Leave Act	
		Clarification purposes
92	26 - Medical Examinations & Disability Separations	26(C) - Involuntary Separation
		Revised three years to two years to match ORC
96	30 - Public Records Policy	
		Clarification purposes

*Added County Administrator language where necessary

2. Human Resources Information System Update

Director Kovick would like to obtain specialized software for the benefit of on-line administration and recruitment. Back in October, the County put out a Request for Proposal and received 3 responses from vendors. After being reviewed, Director Kovick recommends, Ascentis, Inc. The system was presented and approved by the Data Processing Board back in the summer of 2021. The yearly fee for 865 (benefit eligible)

employees is \$78,100 and the amount can be divided between the General (\$32,000) and the Benefit Fund (\$45,000).

If the Auditor's Office decides to go digital with payroll, Ascentis is compatible with MUNIS.

Director Kovick pointed out that in order to get the learning management module free, the Board needs to provide its intent to move forward, and Director Kovick will prepare a Resolution for consideration next week. The hope is to have the system in place by April 2022.

3. Gene Therapy Specific Stop-Loss Rider

Back in October, Doug Brown, from Willis Towers Watson, met with the Board and during the meeting, Gene Therapy was discussed. A Gene Therapy Rider covers certain drugs that are very expensive for the County. Director Kovick is requesting Board authorization to have Administrator Crombie sign the form which indicates Portage County is electing to move forward with the Gene Therapy Rider as part of Portage County's benefit plan. The Board agreed to move forward.

Journal Entry:

1. The Board of Commissioners authorizes County Administrator Michelle Crombie to sign Medical Mutual's "Gene Therapy Plus" Specific Stop-Loss Rider Election Form on behalf of the Board. The Gene Therapy Plus Rider is only available to groups who cover the high-cost drugs in their benefit plan and who carry specific stop-loss through Medical Mutual. The form certifies that Portage County is electing to accept the stop-loss protection as indicated on the form.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

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. Hire Bailey Shade as a Jobs Counselor/Eligibility Specialist replacing the position previously held by Doree Vodila for Portage County Job & Family Services. Tentative start date is January 3, 2022. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment testing.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

2. Accept the retirement of Margie Bryte, Clerical Specialist 4 for Portage County Job & Family Services, effective November 30, 2021.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

3. Authorize the three-day internal posting of the full time Paralegal for the Child Support Division for Portage County Job & Family Services, with external posting if no internal appointment is made. This non-bargaining position is replacing the bargaining position, Clerical Specialist 4, previously held by Margie Bryte.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Recessed: 12:11 PM

Reconvened: 12:15 PM

BUILDING DEPARTMENT

Present: Director Randy Roberts and Deputy Director Joe Bodnar, and Human Resources Director Janet Kovick

Director Roberts reported the software used by the Building Department is specifically permit-based software to create and track permits and inspections and they currently have the 1996 version that needs to be updated. Opengov provides a cloud-based software, which is an eligible expense for CARES funding. Director Roberts visited the City of Wooster and they have been using the software for over 3 years. Director Roberts would like to move forward with the purchase of a 3-year package with 2 additional years to be paid for individually under separate Resolution.

In 2022, Director Roberts will be coming to the Board to discuss adding a line item on every permit as being a 'convenience fee' of \$10.00, to pay for the software. Fees were raised in the past by a former Director with a lot of pushback to the Board, so they were revised and reduced.

Director Roberts has been told that the request went through the Data Processing Board under the former County Administrator, but he is unable to locate the approving action, but in the meantime, he would like the Board to consider the request in order to secure pricing before the end of the year. The agreement has been reviewed by the Prosecutor's Office.

Administrator Crombie suggests the Board move forward with the resolution and she will assist Director Roberts with follow-up concerning the Data Processing Board.

The Board agreed to move forward with the request.

Resolution:

1. Enter into an Agreement Business Operation and permitting software between the Portage County Board of Commissioners on behalf of the Portage County Building Department & Floodplan Administration and Opengov, Inc./Resolution No. 21-0901

Executive Session

12:31 PM In accordance with the Ohio Rev. Code 121.22(G)(4), it was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the Board of Commissioners moves into executive session reviewing bargaining negotiations with public employees concerning their compensation or other terms and conditions of their employment. Also Present: Human Resources Director Janet Kovick, County Administrator Michelle Crombie, Building Department Director Randy Roberts and Deputy Director Joe Bodnar. Roll call vote: Anthony J. Badalamenti, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

12:43 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: Anthony J. Badalamenti, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

After exiting executive session, the Board took no action.

MISCELLANEOUS ITEMS

1. The Board of Commissioners approves the December 2, 2021 regular meeting minutes.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Journal Entries:

1. The Board of Commissioners acknowledged receipt of the November 30, 2021 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, 2021, as presented by the Portage County Auditor's Office.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

2. The Board of Commissioners approved the November 2021 adjustments to the Portage County Water, Portage County Sewer, and Streetsboro Sewer billing accounts as reported on the adjustment reports submitted 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

3. The Board of Commissioners acknowledged receipt of the December 3, 2021 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, 2021, as presented by the Portage County Auditor's Office.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

4. In accordance with ORC 311.20, the Board of Commissioners acknowledged receipt of the Portage County Sheriff's Monthly Jail Reports for expenditures and food costs for prisoners for November 2021 as presented by the Sheriff's Office.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

The Commissioners discussed the first meeting of next year and decided the second Monday (January 10th) will be the Organizational Meeting and that Thursday (January 13th) will be the first regular meeting.

DEPARTMENT OF BUDGET & FINANCE – CONT.

Present: Director Joe Harris

Solid Waste:

- **Truck Purchase:** The question before the Board is to outright purchase 2 trucks or to purchase 1 truck and pay off the debt on the other trucks. The outstanding loan is \$430,000 for the 4 trucks and that's around the same price as a new truck. Director Harris suggests providing funding for 1 truck and the funding to pay off the debt of the 4 existing trucks, so the General Fund is essentially paying for 2 trucks. Administrator Crombie would like the recycling totter debt included and Director Harris will check on the final amount and how often it's paid. ARPA funding should be investigated for use in some capacity with the trucks. Commissioner Badalamenti noted the total the Board will provide Solid Waste Management District from the General Fund is approximately \$830,000.

The Board agreed last week to purchase 2 additional trucks from General Fund revenue (free and clear), for use by the Solid Waste Management District and Director Collins will continue to make the debt payment.

Director Harris pointed out 2 additional trucks cost approximately \$600,000-\$800,000.

Today, the Board agreed to transfer funding from the General Fund to Solid Waste to pay off the current outstanding loan for 4 trucks and the recycling totters, for an estimated amount of \$430,000. Director Collins will provide a quote for a new truck for the District and the Board will transfer funding from the General Fund to Solid Waste. Both transactions are **not** expected to be repaid to the General Fund.

CAPITAL IMPROVEMENT BUDGET RECAP:

Commissioners' Other

- Riddle Block - Director Townend will move forward with pricing through the architect for windows, roof and brick point and tuck.
- Courthouse parking lot – Director Townend will move forward with the City's rendition that did not lose any parking spots.
- Administration Building elevators – The Board agreed to move forward utilizing ARPA funding, if possible.
- Sheriff's Office roof – The Board agreed to move forward, and Director Harris will investigate ARPA funding for the renovations. Commissioner Badalamenti noted some of the interior items may be covered, as well.
- Airport takeover – Director Harris asked if the Board is required to take it over because of the repayment of debt to the FAA and Commissioner Christian-Bennett responded the Board doesn't have to, but the Board is in agreement that it's in the best interest of the County.
- Commissioner Christian-Bennett explained Director Townend was instructed to re-advertise for a consultant to explain the potential of the Airport so that the Board can weigh its options as to whether it wants to maintain what's been neglected and if it needs a 5 or 10 year plan to expand the operation and the runway. The day-to-day operational duties required of an Airport Manager need to be sorted out by a consultant. Commissioner Christian-Bennett went on to say that the Board needs the consultant to

help the Board manage the overall operation of the Airport and Commissioner Badalamenti explained if the Board hires the right person for an Airport Manager, they should already know that information. Commissioner Badalamenti suggests having Chris Gilmore meet with the Board.

Commissioner Badalamenti believes the runway needs to be extended in order to make the Airport a viable strong Airport for Portage County. Commissioner Christian-Bennett replied the Board needs an unbiased opinion and that would come from a consultant. Administrator Crombie noted it's hard to find a consultant to come in and Commissioner Christian-Bennett mentioned she has a name from someone in Geauga County that's willing to help.

- Department of Budget and Financial Management Utility Billing Software – Director Harris is still waiting for a demonstration of the software to see if it's worth pursuing. His main concern is the duplication of work for staff as the software is antiquated. Commissioner Kline is concerned about the efficiency of the department and would like additional information.
- Commissioner Christian-Bennett asked about the Clerk of Courts outstanding invoices for construction that specifically had money set aside for the expense but was never paid. Director Harris has spoken to Director Townend about the situation, and she will be working on payment today. Administrator Crombie asks Director Harris to send the new information to Director Townend in an email and to take each of the 3 invoices down in person since the invoices have been pending since September.

Commissioner Badalamenti would like to have a monthly update with Director Townend concerning outstanding projects and County Administrator Crombie will follow up with her weekly.

Commissioner Christian-Bennett noted the Board's next meeting will be December 16th, which is the Board's last meeting of 2021.

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**RESOLUTION NO. 21-0886 - RE: ENTER INTO AMENDMENT NO. 1
BETWEEN THE PORTAGE COUNTY BOARD
OF COMMISSIONERS ON BEHALF OF
PORTAGE COUNTY JOB & FAMILY
SERVICES, PORTAGE COUNTY JOB &
FAMILY SERVICES AND THE NORTHEAST
OHIO CONSORTIUM COUNCIL 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 September 2, 2020 the NOCCOG Board and the Workforce Development board both voted to give the authority for the NOCCOG to enter into this agreement with Portage County Job and Family services for the provision of CCMEP WIOA youth services for a term commencing October 1, 2020 and ending September 30, 2021 through Resolution No. 20-0746; and

WHEREAS, on October 6, 2021 the NOCCOG board, passed a motion to amend the October 1, 2020 Agreement to be amended in writing to (1) change the term of the Agreement from an original term of October 1, 2020 to September 30, 2021 to that of October 1, 2020 to December 31, 2021 and (2) amend the amount of compensation available during the amended term from the amount of Three Hundred Fifty-Seven Thousand five Hundred and 00/100 Dollars (\$357,500.00) to that of Four Hundred Forty one Thousand Seven hundred fifty and 00/100 Dollars (\$441,750.00); and

RESOLVED, that the total amount of this Agreement is not to exceed Four Hundred Forty-one Thousand Seven hundred fifty and 00/100 Dollars (\$441,750.00); and

RESOLVED, that the Board of Portage County Commissioners does hereby enter into Amendment No. 1 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 October 1, 2020 through December 31, 2021, in the amount of Four Hundred Forty-One Thousand Seven Hundred Fifty and 00/100 Dollars (\$441,750.00) and be it further

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

Roll call as Follows:

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

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RESOLUTION NO. 21-0887

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**RE: ENTER INTO AN AGREEMENT BETWEEN
THE PORTAGE COUNTY BOARD OF
COMMISSIONERS AND THE PORTAGE
COUNTY PROSECUTOR**

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

- WHEREAS:** the Board intends to engage the Prosecutor to perform legal services to ensure compliance with State, Federal and Local laws in the context of workers' compensation; and
- WHEREAS:** the Prosecutor agrees to undertake such services and will continue to employ one assistant prosecuting attorney on either a full-time or a part-time basis for the purpose of representing Portage County in workers' compensation legal matters; now therefore be it
- RESOLVED:** that the Portage County Board of Commissioners and Portage County Prosecutor desires to enter into an agreement to provide worker's compensation services for the year 2021 and continue unless terminated by written agreement of the parties; and be it further
- RESIKVED:** that the Portage County Prosecutor shall provide the Board with a monthly invoice and not later than thirty (30) days following the date of each monthly invoice, the Board shall remit payment to the Prosecutor; and be it further
- RESOLVED:** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call as Follows:

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

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**RESOLUTION NO. 21-0888 - RE: ACCEPTANCE OF A VEHICLE DONATION
FROM RALPH SPIDALIERI FOR USE BY
THE PORTAGE COUNTY SHERIFF'S
OFFICE.**

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

WHEREAS, Ralph Spidalieri desires to donate a 2005 International 4300 Lifeline vehicle to the Portage County Commissioners for use by the Portage County Sheriff's Department as a SWAT and Special Purpose vehicle as follows:

Vin #
1HTMNAAM05H103246; and

WHEREAS, it is further understood that if at any time the Sheriff's office deems the need to sell the vehicle that all funds received at the time of the sale will be transferred to the Portage County Sheriff's donation fund; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby accept the donated item as listed above from Ralph Spidalieri; 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 §121.22 of the Ohio Revised Code.

Roll call as Follows:

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

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**RESOLUTION NO. 21-0889 - RE: ENTER INTO NOVATION AGREEMENT
BETWEEN THE PORTAGE COUNTY BOARD
OF COMMISSIONERS, PORTAGE COUNTY
RECORDER, HIGH LINE CORPORATION
DBA CASNET, AND VRC COMPANIES, LLC.**

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

- WHEREAS,** an Agreement between the Portage County Board of Commissioners, Portage County Recorder, and High Line Corporation dba CASNET, ("High Line"), was entered into on October 8, 2015 through Resolution No. 15-0855 and known as Portage County Contract No. 20150380, for microfilming services; and
- WHEREAS,** the parties have amended the Agreement six times, with the Sixth Amendment being entered into on March 5, 2021 through Resolution No. 21-0121 and known as Portage County Contract No. 20210315; and
- WHEREAS,** by virtue of a transaction between High Line and VRC Companies, LLC, ("VRC"), VRC has acquired certain assets of High Line and has assumed the performance duties of High Line under the Agreement, as amended; and
- WHEREAS,** it is in the interest of the County to recognize VRC as the successor party to the Agreement, as amended, with no change to the amount of compensation, and in furtherance of such to enter into a Novation Agreement with High Line and VRC; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into a Novation Agreement with Portage County Recorder, High Line Corporation dba CASNET, and VRC Companies, LLC, with respect to the above-referenced Agreement, as amended, and with no change to the amount of compensation thereunder; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call as Follows:

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

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RESOLUTION NO. 21-0890

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**RE: APPROVE SPECIFICATIONS AND SET THE
PROPOSAL DATE FOR A STRATEGIC FIXED
WIRELESS BROADBAND PROJECT FOR**

**THE PORTAGE COUNTY BOARD OF
COMMISSIONERS.**

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

- RESOLVED,** that the specifications for receiving proposals for a strategic fixed wireless broadband project for the Portage County Board of Commissioners be and hereby are approved; and be it further
- RESOLVED,** that sealed proposals, therefore, will be accepted by the Portage County Director of Internal Services, 1st floor - room 114, Portage County Administration Building, 449 South Meridian St., Ravenna, Ohio until 2:00 p.m. on February 2, 2022; and be it further
- RESOLVED,** that the notice of receiving bids shall be published in the Record Courier on December 10, 2021 and a copy thereof be posted on the County's website and bulletin board of the Board forthwith; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call as Follows:

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

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**RESOLUTION NO. 21-0891 - RE: SET THE REQUEST FOR PROPOSAL DATE
FOR FOSTER AND ADOPTIVE INITIAL HOME
ASSESSMENT SERVICES FOR THE
PORTAGE COUNTY DEPARTMENT OF JOB
& FAMILY SERVICES.**

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

- RESOLVED,** that the request for proposal specifications for foster and adoptive initial home assessment services for the Portage County Job & Family Services Department be and hereby are approved; and be it further

RESOLVED, that sealed proposals, therefore, will be accepted by the Portage County Director of Internal Services, 1st floor- room 114, Portage County Administration Building, 449 South Meridian St., Ravenna, Ohio until 2:00 p.m., E.S.T. on December 29, 2021; and be it further

RESOLVED, that the notice of receiving proposals shall be published in the Record Courier on December 10, 2021 and a copy thereof be posted on the County's website and bulletin board of the Board forthwith; and be it further

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

Roll call as Follows:

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

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RESOLUTION NO. 21-0892 - RE: A RESOLUTION TO APPROVE A SANITARY SEWER EASEMENT BEING PART OF ORIGINAL LOT 57S OF THE TOWNSHIP OF RAVENNA, PORTAGE COUNTY, OHIO, AS PART OF PROJECT, "SR 59 EAST SEWER & WATER EXTENSION", PROJECT NO. RV-0 19-110-P.

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

WHEREAS, Orchard Plaza, LLC, an Ohio limited liability company, the "Grantor", is the owner of that certain parcel of land located in Original Lot 57S of the Township of Ravenna, County of Portage and State of Ohio, PPN 29-357-00-00-002-000, and desires to grant unto the Board of County Commissioners, Portage County, Ohio, the "County", its successors and assigns the perpetual right to a permanent sanitary sewer easement concerning a part of such land; and

WHEREAS, the sanitary sewer easement will allow the County to provide sanitary sewer service and maintenance to properties along State Route 59, via a sanitary sewer line constructed for Project "SR 59 East Sewer & Water Extension" Project No. RV-0 19-110-P; and

- WHEREAS,** the sanitary sewer easement shall be rectangular in shape, 8.08' at the widest width x 403.70' at the longest length containing 0.074 acres; and
- WHEREAS,** the Grantor has prepared the sanitary sewer easement legal description and exhibit for acceptance according to the State of Ohio standards by a registered Professional Surveyor; and
- WHEREAS,** the Portage County Water Resources Department has reviewed the legal description and exhibit for the sanitary sewer easement on file for said Project and recommends approval of the sanitary sewer easement; now therefore be it
- RESOLVED,** that this Board for and in consideration of one dollar and other good and valuable consideration hereby approves to execute the sanitary sewer easement for Parcel No. 29-357-00-00-002-000 located in Ravenna Township; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Roll call as follows:

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

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RESOLUTION NO. 21-0893 - RE: A RESOLUTION TO APPROVE A SANITARY SEWER EASEMENT BEING PART OF ORIGINAL LOT 57S OF THE TOWNSHIP OF RAVENNA, PORTAGE COUNTY, OHIO, AS PART OF PROJECT, "SR 59 EAST SEWER & WATER EXTENSION", PROJECT NO. RV-0 19-110-P.

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

- WHEREAS,** Orchard Estates 1 MHC, LLC, an Ohio limited liability company, the "Grantor", is the owner of that certain parcel of land located in Original Lot 57S of the Township of Ravenna, County of Portage and State of Ohio, PPN 29-357-00-00-001-000, and desires to grant unto the Board of County Commissioners, Portage County, Ohio, the "County", its

successors and assigns the perpetual right to a permanent sanitary sewer easement concerning a part of such land; and

WHEREAS, the sanitary sewer easement will allow the County to provide sanitary sewer service and maintenance to properties along State Route 59, via a sanitary sewer line constructed for Project "SR 59 East Sewer & Water Extension" Project No. RV-0 19-110-P; and

WHEREAS, the sanitary sewer easement shall be rectangular in shape, 13.41' at the widest width x 51.16' at the longest length containing 0.015 acres; and

WHEREAS, the Grantor has prepared the sanitary sewer easement legal description and exhibit for acceptance according to the State of Ohio standards by a registered Professional Surveyor; and

WHEREAS, the Portage County Water Resources Department has reviewed the legal description and exhibit for the sanitary sewer easement on file for said Project and recommends approval of the sanitary sewer easement; now therefore be it

RESOLVED, that this Board for and in consideration of one dollar and other good and valuable consideration hereby approves to execute the sanitary sewer easement for Parcel No. 29-357-00-00-001-000 located in Ravenna Township; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Roll call as Follows:

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

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RESOLUTION NO. 21-0894 - RE: A RESOLUTION TO APPROVE A SANITARY SEWER AND WATER EASEMENT BEING PART OF ORIGINAL LOT 57S OF THE TOWNSHIP OF RAVENNA, PORTAGE COUNTY, OHIO, AS PART OF PROJECT, "SR 59 EAST SEWER & WATER EXTENSION", PROJECT NO. RV-0 19-110-P.

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

- WHEREAS,** PCC Properties, LLC, an Ohio limited liability company, the "Grantor", is the owner of that certain parcel of land located in Original Lot 57S of the Township of Ravenna, County of Portage and State of Ohio, PPN 29-357-00-00-003-000, and desires to grant unto the Board of County Commissioners, Portage County, Ohio, the "County", its successors and assigns the perpetual right to a permanent sanitary sewer and water easement concerning a part of such land; and
- WHEREAS,** the sanitary sewer and water easement will allow the County to provide sanitary sewer and water service and maintenance to properties along State Route 59, via sanitary sewer and water lines constructed for Project "SR 59 East Sewer & Water Extension" Project No. RV-0 19-110-P; and
- WHEREAS,** the sanitary sewer and water easement shall be rectangular in shape, 20.00' at the widest width x 196.64' at the longest length containing 0.090 acres; and
- WHEREAS,** the Grantor has prepared the sanitary sewer and water easement legal description and exhibit for acceptance according to the State of Ohio standards by a registered Professional Surveyor; and
- WHEREAS,** the Portage County Water Resources Department has reviewed the legal description and exhibit for the sanitary sewer and water easement on file for said Project and recommends approval of the sanitary sewer and water easement; now therefore be it
- RESOLVED,** that this Board for and in consideration of one dollar and other good and valuable consideration hereby approves to execute the sanitary sewer and water easement for Parcel No. 29-357-00-00-003-000 located in Ravenna Township; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Roll call as Follows:

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

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**RESOLUTION NO. 21-0895 - 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 the WIOA RMS staff 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 \$4,698.82 for August adj #2 September adj #1 and October 2021 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

\$ -0-

Project 3B278

\$ -0-

Project 3A259

\$ -0-

Project 3B259

\$ -0-

Project 3B277

\$ -0-

Project 3D278

\$ 4,698.82

Project 3A225

\$ -0-

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 282000 – JFS Shared

Project 5SHAR

\$ 4,698.82

; 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. 21-0896 - RE: BILLS, JOURNAL VOUCHERS, THEN AND NOWS, AND WIRE TRANSFERS, AS APPLICABLE, APPROVED FOR PAYMENT BY THE PORTAGE COUNTY AUDITOR.

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

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

Bills for Funds 0001-8299	Date:12/09/21Total \$1,174,518.49
(includes late fees in the amount of \$2.00)	
ACH-Neil Group	Date:12/09/21Total \$95.96
Journal Vouchers	Date:12/09/21 Total \$182,238.30
Then and Nows Certifications	Date:12/09/21 Total \$272,362.47
Wire Transfers	
Medical Mutual Claims	Date:12/09/21Total \$211,734.38
Medical Mutual Flex Claims	Date:12/09/21Total \$2,855.31

; and be it further

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

Roll call vote as follows:

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

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**RESOLUTION NO. 21-0897 - RE: AMENDMENT TO THE GENERAL FUND
2021 ANNUAL APPROPRIATION
RESOLUTION NO. 20-0802 ADOPTED
DECEMBER 17, 2020**

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

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

						<u>Increase</u>	<u>Decrease</u>
0016	Building Maintenance						
00164	Contract Services					\$ 340,000	
						\$ 340,000	\$ -
<i>Memo: Contracts, utility payments, building repairs, projects</i>							
Total:						\$ 340,000	\$ -

; and be it further

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

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

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

Roll call as Follows:

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

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**RESOLUTION NO. 21-0898 - RE: AMENDMENT TO THE NON-GENERAL
FUND 2021 ANNUAL APPROPRIATION
RESOLUTION NO. 20-0803 ADOPTED
DECEMBER 17, 2020**

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

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

3012	GO Bonds 2001 Riddle Block		
30128	Debt Service	\$ 1,135,591	
		<u>\$ 1,135,591</u>	\$ -
	<i>Memo: Bond Refunding</i>		
3013	GO Bonds 2001		
30138	Debt Service	\$ 4,594,021	
		<u>\$ 4,594,021</u>	\$ -
	<i>Memo: Bond Refunding</i>		
3014	GO Bonds 2001 USDA Regional Plan		
30148	Debt Service	\$ 49,616	
		<u>\$ 49,616</u>	\$ -
	<i>Memo: Bond Refunding</i>		
3016	GO Bond 2010		
30168	Debt Service	\$ 2,346,750	
		<u>\$ 2,346,750</u>	\$ -
	<i>Memo: Bond Refunding</i>		
3017	GO Bond 2014		
30178	Debt Service	\$ 4,122,591	
		<u>\$ 4,122,591</u>	\$ -
	<i>Memo: Bond Refunding</i>		
3142	SA PCW Bonds 2007		
31428	Debt Service	\$ 24,314	
		<u>\$ 24,314</u>	\$ -
	<i>Memo: Bond Refunding</i>		
5214	PCS Revenue Bonds 2007		
52148	Debt Service	\$ 1,842,750	
		<u>\$ 1,842,750</u>	\$ -
	<i>Memo: Bond Refunding</i>		

5215	PCS Revenue Bonds 2007 (USDA)		
52158	Debt Service	\$ 1,590,213	
		\$ 1,590,213	\$ -
	<i>Memo: Bond Refunding</i>		
5216	PCS Ravenna Bonds 2009 USDA		
52168	Debt Service	\$ 1,189,086	
		\$ 1,189,086	\$ -
	<i>Memo: Bond Refunding</i>		
5217	PCS Revenue Bond 2010		
52178	Debt Service	\$ 294,000	
		\$ 294,000	\$ -
	<i>Memo: Bond Refunding</i>		
5218	PCS Revenue Bonds 2011		
52188	Debt Service	\$ 532,251	
		\$ 532,251	\$ -
	<i>Memo: Bond Refunding</i>		
5415	PCW Revenue Bond 2010		
54158	Debt Service	\$ 861,000	
		\$ 861,000	\$ -
	<i>Memo: Bond Refunding</i>		
7101	Health Benefits Program		
71015	Materials & Supplies	\$ 5,000	
		\$ 5,000	\$ -
	<i>Memo: Printshop JE</i>		
TOTAL MEMO BALANCE ALL AMENDMENTS:		\$ 18,694,213	\$ 39,059

; and be it further

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

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

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

Roll call as Follows:

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

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**RESOLUTION NO. 21-0899 - RE: TRANSFER FROM FUND 1201, (MOTOR
VEHICLE GAS TAX) TO FUND 4252, SILICA
SAND ROAD BRIDGE REPLACEMENT**

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

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

RESOLVED, that the following transfer of funds be made in the amount of \$6,986.00

FROM:

FUND 1201, Motor Vehicle Gas Tax Fund

ORGCODE- 12018209

Debit Expense Account

Object: 910000 – Transfers Out \$6,986.00

TO:

FUND 4252, Silica Sand Road Bridge Replacement

ORGCODE- 42528202

Credit Revenue Account

Object: 280000 - Transfer In
Project: 35623 \$6,986.00

;and be it further

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

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this

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

Roll call as Follows:

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

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**RESOLUTION NO. 21-0900 - RE: CREATE FUND 4255, OLD FORGE
 ROUNDABOUT**

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 Old Forge Roundabout project, and

WHEREAS, the County Auditor has assigned Fund Number 4255 to the Old Forge Roundabout project; now therefore be it

RESOLVED, that Fund 4255, Old Forge Roundabout be created, and be it further

RESOLVED, that a certified copy of this resolution be filed with the Portage County Auditor, the Portage County Engineer, and the Department of Budget and Financial Management, and be it further

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

Roll call as Follows:

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

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**RESOLUTION No. 21-0901 - RE: ENTER INTO AN AGREEMENT BUSINESS
OPERATION AND PERMITTING SOFTWARE
BETWEEN THE PORTAGE COUNTY BOARD**

**OF COMMISSIONERS ON BEHALF OF THE
PORTAGE COUNTY BUILDING
DEPARTMENT & FLOODPLAIN
ADMINISTRATION AND OPENGOV, INC.**

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

- WHEREAS,** the Portage County Building Department & Floodplain Administration is in need of a business operation and permitting software to streamline the overall operational business process for addressing code compliant construction and floodplain administration throughout our legal jurisdiction; and
- WHEREAS,** OpenGov, Inc., provides the needed business operational and permitting software to streamline the process and eliminate both paperwork and in-office visits by the clients served; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into a software purchase agreement to streamline the business and permitting process between the Board and OpenGov, Inc., P.O. Box 41340 San Jose, CA 95160 for the term of January 1, 2022 through December 31, 2024; and be it further
- RESOLVED,** that the total software subscription fee under this Agreement shall not exceed One Hundred Ninety-Six Thousand, Eight Hundred Forty-Four dollars (\$196,884.00) and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

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**RESOLUTION NO. 21-0902 - RE: CASH ADVANCE REPAYMENT FROM FUND
3213, PCS OWDA 1998 TO FUND 0001,
GENERAL FUND**

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

resolution be adopted:

WHEREAS, Via resolution 18-0430 a cash advance for \$10,037 was given to fund 3213 from Fund 0001, General Fund, and as of December 6, 2021, \$10,037 remains outstanding

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

RESOLVED, that the following cash advance repayment be made in the amount of \$10,037 as recommended by the Director of Budget & Financial Management:

FROM:

FUND 3213, PCS OWDA 1998 FUND

ORGCODE - 32130109

Debit Expense Account

Object 921000 – Advance Out Returns \$ 10,037

TO:

FUND 0001, GENERAL FUND

ORGCODE - 00100002

Credit Revenue Account

Object 291000 – Advance In Repayment \$ 10,037

;and be it further

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

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

Roll call as Follows:

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

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RESOLUTION NO. 21-0903

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**RE: AUTHORIZE GRANT APPLICATION IN THE
AMOUNT OF \$21,438.19 TO THE OHIO
DEPARTMENT OF NATURAL RESOURCES**

**DIVISION OF WATERCRAFT MARINE
PATROL ASSISTANCE GRANT PROGRAM
FOR THE PORTAGE COUNTY SHERIFF.**

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

- WHEREAS,** Section 1547.67 of the Ohio Revised Code establishes a grant in-aid program for financial assistance to political subdivisions engaged in recreational boating law enforcement; and
- WHEREAS.** the Portage County Board of Commissioners strongly supports the concept of recreational boating law enforcement to monitor area lakes; and
- WHEREAS.** the Portage County Sheriff began the Watercraft Marine Patrol Program utilizing deputies that were already employed by Portage County. The Commissioners note that this program will not replace the State of Ohio's responsibility for law enforcement on Portage County lakes; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners authorizes the Portage County Sheriff to submit the Ohio Department of Natural Resources Division of Watercraft Marine Patrol Assistance Grant Application for January 1, 2022 to December 31, 2022 in the amount of \$21,438.19 from the Waterways Safety Fund. **The necessary local match of \$7,146.06 will be provided from the County General Fund,** for a total grant award of \$28,584.25. A contractual service agreement is dependent upon approval of this grant application. Continuation of the program after fiscal 2022 is dependent upon receipt of future State funding; and be it further
- RESOLVED,** that the Board of Commissioners authorizes the President or Vice President of the Board to sign any and all documents pertaining to this grant; and be it further
- RESOLVED,** that a copy of this resolution be filed with the Portage County Auditor, the Portage County Sheriff's Department, and the Department of Budget & Financial Management; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public in compliance and accordance with the law including Section 121.22 of the Ohio Revised Code.

Roll call as Follows:

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

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**RESOLUTION NO. 21-0904 - RE: TO DECLARE THE NECESSITY TO
PURCHASE ONE (1) 2022 2500HD
SILVERADO DOUBLE CAB PICKUP TRUCK
AND TO AUTHORIZE THE TRADE IN OF (1)
2018 2500 DODGE PICKUP TRUCK.**

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

WHEREAS, pursuant to Ohio Revised Code 307.41 the Portage County Board of Commissioners deems it necessary to purchase (1) **2022 HD Silverado Double Cab Pickup Truck** in order for the Portage County Engineer to provide a vehicle for the Portage County Sheriff's use in enforcing section 5577.01 to 5577.15 of the Ohio Revised Code; and

WHEREAS, the Portage County Engineer has personal property located at the Portage County Engineer's Department that is not needed and can be declared as obsolete or unfit for its intended use; now therefore be it

RESOLVED, that, in accordance with the Ohio Revised Code Section 307.12(G), the Board of County Commissioners authorizes the request to trade-in the following equipment to the firm which it proposes to purchase equipment from (Charles Auto Family) and to have the price credited against the purchase of a 2500 HD Silverado Double Cab Pickup Truck.

Item	Trade in & Rebate Credits
2018 2500 Dodge Pickup Truck 3C6LR4AT3JG376912	\$39,400.00

;and be it further

RESOLVED, that the board of Portage County Commissioners does hereby authorize Michael A. Marozzi, Portage County Engineer, to purchase (1) **2022 HD Silverado Double Cab Pickup Truck** from Charles Auto Family, 10851 North St, Garrettsville, Ohio 44231, at a cost of \$42,385.00, with rebates of \$7,400.00 and net trade credit \$32,000.00 the total expenditure will be \$3,000.00 (which includes dealer fees of \$15.00); and be it further

RESOLVED, that the Portage County Engineer will generate a purchase order, in the amount of \$3,000.00, for Charles Auto Family; and be it further

RESOLVED, that the Clerk of this board be and is hereby directed to file a certified copy of this Resolution with the Portage County Auditor; and be it further

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

Roll call as Follows:

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

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**RESOLUTION NO. 21-0905 - RE: DECLARE THE NECESSITY TO LEASE
SEVEN (7) VEHICLES FOR USE BY THE
PORTAGE COUNTY SHERIFF'S
DEPARTMENT.**

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

WHEREAS, pursuant to ORC 307.41 the Portage County Board of Commissioners declares it necessary to lease seven (7) 2022 Ford Police Interceptor Utility Vehicles for use by the Portage County Sheriff's Department; and

WHEREAS, the lease of the vehicles will be with Enterprise Fleet Management; and

WHEREAS, the lease cost for five (5) per each vehicle per month is Nine hundred fifty and 72/100 (\$950.72) and for two (2) per each vehicle per month is Eight hundred sixty-eight and 81/100 (\$868.81) for a term of 48 months excluding any upfitting expenses; and

WHEREAS, the lease cost will be expensed from the general fund; now therefore be it

RESOLVED, that the Portage County Board of Commissioners declares it necessary to lease seven (7) 2022 Ford Police Interceptor Utility vehicles for use by the Portage County Sheriff's Department; and therefore be it

RESOLVED, that a copy of this resolution be forwarded to the Portage County Auditor; and be it further

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

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

Roll call as Follows:

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

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**RESOLUTION NO. 21-0906 - RE: DECLARE THE NECESSITY TO PURCHASE
FIVE (5) VEHICLES FOR USE BY THE
PORTAGE COUNTY SHERIFF.**

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

- WHEREAS,** pursuant to ORC 307.41 the Portage County Board of Commissioners declares it necessary to purchase five (5) 2022 Ford F150 Police Responders for use by the Portage County Sheriff; and
- WHEREAS,** the purchase of the vehicles will be made from Liberty Ford Aurora; and
- WHEREAS,** the cost of each 2022 Ford F150 police responders is Thirty-nine thousand, six hundred twenty-five and 00/100 (\$39,625.00), now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners declares it necessary to purchase (5) 2022 Ford F150 police responders for the Portage County Sheriff at a total cost of One hundred ninety-eight thousand, one hundred twenty-five and 00/100 (\$198,125.00), the funding to be provided from the general fund; now therefore be it
- RESOLVED,** that a copy of this resolution be forwarded to the Portage County Auditor; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call as Follows:

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

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**RESOLUTION NO. 21-0907 - RE: AGREE TO ACCEPT ADDENDUM TO THE
ESCROW AGREEMENT FOR
CONSTRUCTION OF STREET, STORM
SEWER, DRAINAGE IMPROVEMENTS,
SEDIMENT AND EROSION CONTROL FOR
THE GERMAINE RESERVE SUBDIVISION IN
FRANKLIN TOWNSHIP.**

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

WHEREAS, Newcomer Partners, LLC ("Developer"), Huntington Bank ("Bank"), and the COUNTY entered an Escrow Agreement for Street, Storm Sewer, Drainage Improvements, Erosion and Sediment Control, ("Agreement"), establishing terms and conditions to govern an Escrow Account No. *3354 concerning construction of street, storm sewer, drainage improvements, sediment and erosion control for Germaine Reserve Phase I, Lot 63, Franklin Township, Portage County, Ohio, pursuant to the Portage County Subdivision Regulations, and

WHEREAS, the Developer, the Bank, and the COUNTY desire to modify the Agreement by Addendum, to address inspection services and related costs for the construction of street, storm sewer, drainage improvements, sediment, and erosion control, in GERMAINE RESERVE PHASE II, Lot 63, FRANKLIN Township, Portage County, Ohio, and

WHEREAS, the Developer has made a cash deposit in the Escrow Account in the amount of Twenty-Five Thousand Six Hundred Nine and 20/100 Dollars (\$25,609.20), which is to be governed by the terms of the Agreement as modified by the Addendum, and has executed a required Continuing Guarantee of Payment for inspection services and related costs in connection with the construction and installation of the Phase II Improvements, now therefore be it

RESOLVED, that, upon the recommendation of the Portage County Engineer and the Portage County Prosecutor's Office, the Board of Portage County Commissioners does hereby agree to accept the Addendum to Escrow Agreement for the Germaine Reserve Subdivision in Franklin Township, 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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Journal Entries:

1. The Board of Commissioners approved the Conciliation Agreement and Consent Order and Settlement and Release Agreement concerning Complaint # 21-EMP-AKR-40805 and #21-EMP-AKR-40914 and the State Personnel Board of Review appeals as referenced in the case numbers described in the Settlement and Release Agreement.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Opposed: Commissioner Kline, Nay;

Motion Carries

2. The Board of Commissioners authorizes County Administrator Michelle Crombie to sign Medical Mutual's "Gene Therapy Plus" Specific Stop-Loss Rider Election Form on behalf of the Board. The Gene Therapy Plus Rider is only available to groups who cover the high-cost drugs in their benefit plan and who carry specific stop-loss through Medical Mutual. The form certifies that Portage County is electing to accept the stop-loss protection as indicated on the form.

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 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:

3. Hire Bailey Shade as a Jobs Counselor/Eligibility Specialist replacing the position previously held by Doree Vodila for Portage County Job & Family Services. Tentative start date is January 3, 2022. The Board of Commissioners agree that this hire is

contingent upon the applicant passing the required pre-employment testing.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

4. Accept the retirement of Margie Bryte, Clerical Specialist 4 for Portage County Job & Family Services, effective November 30, 2021.

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 the full time Paralegal for the Child Support Division for Portage County Job & Family Services, with external posting if no internal appointment is made. This non-bargaining position is replacing the bargaining position, Clerical Specialist 4, previously held by Margie Bryte.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

6. The Board of Commissioners acknowledged receipt of the November 30, 2021 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, 2021, as presented by the Portage County Auditor's Office.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

7. The Board of Commissioners approved the November 2021 adjustments to the Portage County Water, Portage County Sewer, and Streetsboro Sewer billing accounts as reported on the adjustment reports submitted 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

8. The Board of Commissioners acknowledged receipt of the December 3, 2021 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, 2021, as presented by the Portage County Auditor's Office.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

9. In accordance with ORC 311.20, the Board of Commissioners acknowledged receipt of the Portage County Sheriff's Monthly Jail Reports for expenditures and food costs for prisoners for November 2021 as presented by the Sheriff's Office.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

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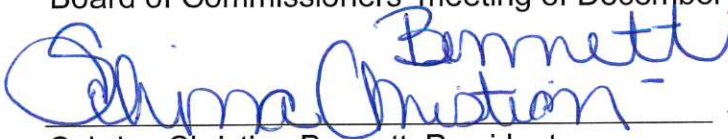
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Motion: by Commissioner Christian-Bennett, seconded by Commissioner Kline that the Board adjourns the Meeting of **December 7, 2021, at 1:18 PM.**

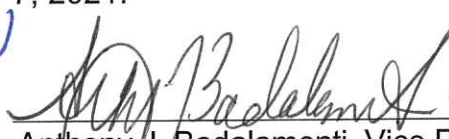
All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Kline, Yea; Commissioner Badalamenti, Yea;

Motion Carries

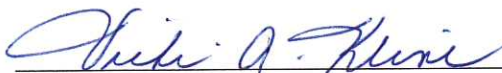
We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of December 7, 2021.



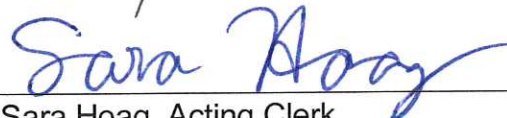
Sabrina Christian-Bennett, President



Anthony J. Badalamenti, Vice President



Vicki A. Kline, Board Member



Sara Hoag, Acting Clerk