



Portage County Board of Commissioners
Meeting Minutes

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

Amy Hutchinson, Clerk
330-297-3600

Thursday, November 17, 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, Barb Tittle, and Commissioner-Elect Mike Tinlin.

1. The Board of Commissioners approves the November 8th regular meeting minutes and November 15th special 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 Tami Soltis, along with several Kent State University Students – Dan, Carley, and Jordan

Director Soltis introduced several Kent State students and indicated they are shadowing to learn what County departments do for the residents and what services we provide.

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. Accept the retirement of Debra Cain, Clerical Specialist 4, for the Department of Job and Family Services, effective December 30, 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;

Commissioner Christian-Bennett, Yea;

Motion Carries

2. Authorize the three-day internal posting of a bargaining position, Clerical Specialist 4 Public Assistance Division replacing Brianna Moore, for Portage County Job & Family Services, with an external posting if no internal appointment is made.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;

Commissioner Christian-Bennett, Yea;

Motion Carries

3. Authorize the hire of Victoria Bergey, Social Service 3, replacing Anthony Burwell, in Portage County Department of Job & Family Services. The tentative start date is Monday, November 21, 2022. The Board of Commissioners agrees 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 Ashley Smith, Child Support Specialist, replacing Judy Rice, in Portage County Department of Job & Family Services. The tentative start date is Monday, December 12, 2022. The Board of Commissioners agrees 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. Accept the resignation of Brianna Moore, Emancipation Case Manager with Ohio Means JOBS, for the Portage County Job and Family Services effective November 18, 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;

Commissioner Christian-Bennett, Yea;

Motion Carries

6. Authorize the three-day internal posting of a bargaining position, Emancipation Case Manager with Ohio Means JOBS replacing Brianna Moore, for Portage County Job & Family Services, with external posting if no internal appointment is made.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

7. Accept the resignation of Victoria Duncan, Social Service 3 with Child and Adult Protective Services, for the Portage County Job and Family Services effective November 18, 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

8. Authorize the three-day internal posting of a bargaining position, Social Service 3 with Child and Adult Protective Services replacing Victoria Duncan, for Portage County Job & Family Services, with external posting if no internal appointment is made.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

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

a. Lee McLain – IT Specialist – November 12, 2022

b. Kimberly MacPhail – JFS Supervisor in Public Assistance – October 31, 2022

c. Andrew Neff – Project Engineer – November 14, 2022

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

10. Authorize the seven-day internal posting of a non-bargaining position, Collection System Mechanic in Water Resources Department, with external posting if no internal appointment is made.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

11. Agree to rescind the recommendation to hire Nicole Lloyd for the Social Service 3 position for Portage County Department of Job & Family Services and authorize the reposting of this.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

12. Accepts the termination of a Job & Family Services probationary employee Chad Curry effective November 7, 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 three-day internal posting of a bargaining position, Social Service 3 with Child and Adult Protective Services replacing Chad Curry, for Portage County Job & Family Services, with external posting if no internal appointment is made.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

COUNTY ADMINISTRATOR

Present: Michelle Crombie

Department of Budget and Financial Management

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 November 10, 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	\$501,917.11	(Includes late fees of: \$13.68)
ACH/Neil Group of	\$109.65	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$71,295.02	
Medical Mutual Claims of	\$114,690.70	
Medical Mutual Flex Admin of	\$888.00	
Medical Mutual Flex Claims of	\$2,724.15	
Journal Vouchers totaling:	\$167,551.94	
Then and Now list totaling:	\$122,132.66	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

2. Process the November 10, 2022 budget amendments as reviewed and recommended by the Department of Budget and Financial Management.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Resolutions:

1. Transfer from Fund 0001, General Fund to Fund 1414, Child Support Administration./Resolution No. 22-0667

Commissioner Christian-Bennett pointed out that Administrator Crombie has been doing an awesome job for the Department of Budget and Finance and Administrator Crombie gave credit to Rebecca in the Auditor's Office and noted Gerry in Budget and Finance has really stepped up and is doing most of the work.

GRANTS ADMINISTRATOR

Present: Hope Bonos

Discussion:

1. ARPA Update

The County may use ARPA funds for one of the four statutory purposes:

Bucket #1 – To respond to the COVID-19 public health emergency or its negative economic impact.

Bucket #2 – To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to such eligible workers of the recipient, or by providing grants to eligible employees that have eligible workers who performed essential work.

Bucket #3 – For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID-19 public health emergency, relative to revenues collected in the most recent full fiscal year of the recipient prior to the emergency; or

Bucket #4 – To make necessary investments in water, sewer, or broadband infrastructure.

Ms. Bonos reported the following:

- The Water Resources Department has six projects that are being funded by ARPA.
- The Water Resources Department informed Ms. Bonos earlier this week that they're working through project designs right now and they have the Bolingbrook Sewer Rehabilitation Project with a completed design, it has been publicly bid, and construction is ready to start soon. This will be the first project to have ARPA grant funding involved.
- In addition to Water Resources, the Sheriff's Dispatch project is starting to move forward. A meeting was held last week with the Internal Services Director and Deputy Director, the Sheriff, and the Dispatch Coordinator.
- Originally, the Board had 13 requests from nonprofit entities.
- The nonprofits that have passed County review and legal counsels' review are as follows:
 - Community Action Council – eligible under the first, third, and fourth bucket;
 - Leadership Portage County – eligible for the first project only, the second project wasn't reviewed by Bricker and Eckler because it wasn't a part of the first 13.
 - Leadership Portage County – eligible under the first or third buckets and would be more of a beneficiary agreement.
 - Access Pointe, Community Health Centers – eligible under the first and third buckets and is another beneficiary relationship.
 - Habitat for Humanity – eligible under the first and third buckets.
 - Children's Advocacy Center – eligible under first and third buckets.
 - Raven Packs – eligible for the first project only under a subgrant agreement, eligible under the first and third buckets.
 - Land Bank Project – eligible under the first and third buckets and would be a sub-grant agreement.
 - Upper Room Ministries – eligible under the first and third buckets. (4 projects submitted).
 - Upper Room Ministries & RSA Food Shelf – eligible under the first and third buckets and would be a sub-grant agreement.
- Moving forward, we recommend funding to **Leadership Portage County, Children's Advocacy Center, and Raven Packs.**

- Legal counsel did not recommend Upper Room Ministries because of the separation between church and state.
- The RSA Food Shelf would have to be responsible for ensuring that persons receiving the services associated with this funding are only ones who have met low-income requirements and that would be very difficult to monitor.
- Commissioner Christian-Bennett asked if Leadership Portage County has two requests and Administrator Crombie noted Leadership Portage County wanted to assist in bringing the program back because they suffered an extreme financial loss and they did supply their financials. In addition, they wanted to expand a new senior program.
- Commissioner Badalamenti and Commissioner Christian-Bennett were both interested to see how ARPA funding would apply for the request and Administrator Crombie stated it didn't qualify and that's why it didn't come before the Board.
- **Leadership Portage County is approved for \$35,130.80; Children's Advocacy Center for \$62,584.00; and Raven Packs for \$46,000.**
- Commissioner Badalamenti asked once the funding is turned over to the agencies, how do we educate them on how and where to spend the money and Ms. Bonos stated some of them are beneficiaries, which means they would be getting the money directly from the Board and others are subgrant agreements, so they would have specific things that they would have to adhere to in order to receive the funding from us and that would aid in the reporting requirements, as well.
- Ms. Bonos will reach out to each of the entities that will be receiving funding so that everyone is on the same page and the Board agreed.
- Leadership is the beneficiary, Children's Advocacy Center is a beneficiary, which means they will have grant agreements, and Raven Packs is a sub-grant agreement.
- Administrator Crombie explained, as part of the agreement we can stipulate that prior to making any purchases, we need to see the invoice to ensure that it is applicable and they are following the guidelines.
- Commissioner Badalamenti suggests the 3 recipients come over together to hear about their reporting responsibilities.
- Commissioner Christian-Bennett reminded staff that before we release any funding or awards, we need to verify that the recipients haven't received other monies for the same projects.
- Administrator Crombie will work with Internal Services to have the agreements ready for signature at the same time they hear about the reporting responsibilities.
- Commissioner Badalamenti noted that as we give any ARPA funding away, all groups must come before the Board at the same time to ensure everyone is hearing the same reporting responsibilities and sign the agreement.

Switching to another topic, Commissioner Christian-Bennett mentioned running into Allison Westover, who is the new house manager for PARK and she's going to be calling sometime in the near future to come in and bring some of the women with her to provide testimonies about the group home.

- There are remaining applications and the Board was reminded that several didn't score over the threshold. Commissioner Christian-Bennett pointed out the example of the hospital and the ambulance – they did not score because they did not send a copy of

their nonprofit certification, but they provide their 50C3 number, so they were discarded from the first round. Commissioner Christian-Bennett would like their application to be reconsidered because it would benefit the entire County. Ms. Bonos will reach out to UH Portage to see if they've received any additional funding from another source.

- Administrator Crombie noted there were several applications that came back incomplete and Commissioner Christian-Bennett asked that the others be reviewed, as well.
- Commissioner Christian-Bennett asked for a complete list to be presented to the Board during the next ARPA meeting.
- Administrator Crombie explained the main issue is the restrictions on the funding and Bricker and Eckler did inform us about the procurement guidelines.
- Administrator Crombie stated we will bring back an update next week on all outstanding projects.
- Ms. Bonos will reach out to UH Portage to get copies of their financials and additional information, but if they are receiving funding from other sources, that may cause an issue with a local match and the receipt of Federal monies. Commissioner Christian-Bennett pointed out that Bricker and Eckler should weigh in on this.
- Administrator Crombie will make sure Bricker and Eckler's legal opinions are presented during the next meeting, as well.

Journal Entries:

1. The Board of Commissioners authorized the electronic filing of the quarter subgrant report to the Ohio Office of Criminal Justice Services for the Domestic Violence Intervention Project for the VAWA Grant (2021-WF-VA2-8222) for the grant period ending June 30, 2022, as requested by William Kornbau, Family & Community Services.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

2. The Board of Commissioners authorized Commissioner Sabrina Christian-Bennett, President of the Board, to sign the Eighth Quarter Cash Reimbursement Request in the amount of \$83,398.86 for the EMPG FY21 Q-8 Grant, as prepared by the Portage County Office of Homeland Security and Emergency Management and reviewed by the Department of Budget & Financial Management and the Grant Administrator, with no exceptions noted. Copies of this request will be kept on file at the Homeland Security and Emergency Management Office.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Resolutions:

1. Accept grant award in the amount of \$40,902.00 from the Ohio Emergency Management Agency's FY2022 State Homeland Security Grant Program on behalf of the Portage County Office of Homeland Security and Emergency Management./Resolution No. 22-0668
2. Accept the grant award from the Ohio Emergency Management Agency's FY2021 Emergency Management Performance Grant - ARPA (EMPG-A) on behalf of the Portage County Office of Homeland Security and Emergency Management (Federal Pass Thru #EMC-2021-EP-00007)./Resolution No. 22-0669
3. Accept the grant award from the FY2022 Hazardous Materials Emergency Preparedness Grant (HMEP) on behalf of the Portage County Office of Homeland Security and Emergency Management (Federal Pass-Thru # 693JK32240034HMEP)./Resolution No. 22-0670

INTERNAL SERVICES

Present: Director JoAnn Townend and Deputy Director Shannon Kautzman

Discussion:

1. *Juvenile/Probate Court use of a room in Riddle Block for Diversion Services*
Judge Smith has asked for a room on the second floor of the Riddle Block building for the Diversion Services Program. We have one available between a couple of rooms that Adult Probation and the CASA program use, and the Board agreed to move forward with the request and will not charge rent for the space.
2. *Health Department – Lisbon Building*
The Health Department rejected the idea of buying the Lisbon building for \$234,000 that the Board offered. They would like to enter into another lease with Portage County paying all outside services, including their utilities, (approximately \$18,000 per year), and we've already paid \$1,500 for the bottom spaces in the building. Health Commissioner Diorio agreed to allow us to increase the rent, currently, they're paying \$9 a square foot, but he would be amenable to raising it to \$12 a square foot if everything else was paid by the County.

The Board agreed not to move forward with the request to pay for all outside services but agreed to put the building back up for sale and advertise in the Lisbon newspaper. Internal Services Director Townend will handle the conversation with Health Commissioner Diorio and advertisement of the building.

Commissioner Christian-Bennett pointed out that we would be taking Portage County tax dollars to supplement service in Lisbon.

Commissioner Christian-Bennett asked Director Townend to check to see if there's a provision in the lease agreement that allows us to increase the rent.

Deputy Director Kautzman will call around to see what square footage is going for in the Lisbon area and she will report back to the Board.

3. *Telephone Call from Tom Queen with Congressman Dave Joyce's Office*
 Director Townend received several telephone calls from Tom Queen from Congressman Dave Joyce's Office, who would like to have space in the Portage County Administration Building. Commissioner Christian-Bennett asked that Director Townend check with the Prosecutor's office to see if there's anything that would prohibit us from renting to a political entity.

Director Lyon from the Board of Elections noted there would be a concern for the Board of Elections during election season because we have voting on the first floor and if a Congressman's office is there and putting election signs in office windows, that would be a real concern and Commissioner Christian-Bennett replied it could be a stipulation in the lease agreement.

4. *Project List*

Ravenna Courthouse – The evaluation has been received for the main elevator and the jail elevator and the amount to fix them is \$654,722.00. The biggest problem continues to be the jail elevator that drops people off in Judge Pittman's Courtroom. When you're working on one, you have to turn the other one off and that will impact her schedule and the people trying to get to the third floor. Once the main elevator goes down for repair, you are going to have to wait 8-10 weeks for the renovation to be complete.

Director Townend will reach out to Judge Pittman to see if she's ok with all the renovations and she will also inquire about her court schedule and the elevator issue.

Probate Court Renovation – The architect's fee is \$33,800 and they will temporarily need to relocate across the street while they fix the Probate Clerk area on the 2nd and 3rd floor area.

Riddle Block – The HVAC and the roof's bid specs are currently being finished.

Administration Building – We are getting a price quote for the elevators and they will be covered under one of the consortiums, so no bid is necessary.

Emergency Operations Center (EOC) – A site survey has been started and we need to have soil borings tests done because the soil survey detected 'carlile muck', meaning the foundation will need to be raised.

Justice Center & Records Center Roofs – The contracts have been sent out and we are waiting for them to be returned from the contractors. The roofs will be done in the spring.

Juvenile Court – The modernization and renovation kick-off meeting is scheduled for next week.

Hills Pond Dam – We are waiting for a callback from the engineer to get a meeting scheduled. We are looking at December 15th.

Regional Airport – The consulting agreement has been routed to the Airport for signature.

Public Defender:

Commissioner Christian-Bennett received a telephone call from Sharon Sanders, who is on the Public Defender's Board and when she toured the 4th floor of the Riddle Block, she noticed how crowded everyone has become. Commissioner Christian-Bennett pointed out that the Public Defender was offered additional space, which he turned down. Director Townend has not received any calls or emails about space for the Public Defender.

Domestic Relations Court:

Commissioner Christian-Bennett ran into Judge Giulitto, who asked about the status of the Domestic Relations Court project. Commissioner Christian-Bennett told her there are several projects scheduled ahead of hers. Commissioner Christian-Bennett also called the Prosecutor's Office to have them follow up with the City of Ravenna in regard to the sale of the Safety building.

Commissioner Christian-Bennett asked to keep Judge Giulitto's project on the radar and an alternative solution for her in the meantime.

Commissioner Christian-Bennett shared that Triangle Pharmacy is still vacant and they don't have a tenant, so that area could be used temporarily.

Commissioner Christian-Bennett stated that Judge Giulitto can't move offsite because the Court needs to be located within the County seat. There is the possibility to move one of the Municipal Judges to Kent and Commissioner Badalamenti pointed out the bottom terrace level of the Kent Courthouse has water and elevators and an empty area that could be built out. It would be less expensive and more feasible for everyone if that could be a permanent facility. Director Townend noted there's a Courtroom for the Judge and there's a separate Courtroom across the way for the Magistrate – couldn't they utilize that area temporarily?

Director Townend will contact the Prosecutor's Office to ascertain whether we have to have a Court presence in both Kent and Ravenna and Commissioner Christian-Bennett suggests talking to Judge Fankhauser in Kent for additional information. Director Townend will reach out to Judge Giulitto letting her know that we are reviewing all the options.

Darla Bragg's Area at the Courthouse:

Ms. Kautzman advised they are now putting the magistrate where Darla Bragg had her office in the Courthouse, so a request has been submitted for a protective door that costs \$7,800.

The door is expensive because they would like the new glass to match the existing etched glass, which is not bulletproof.

Resolutions:

1. The Board of Commissioners accepts the proposal of CLT Engineering Inc and enter into an agreement for providing construction inspection and administrative services for the project known as the Newton Falls Road Bridge Replacement (RAV-126-C177A), in Ravenna Township, Portage County./Resolution No. 22-0671
2. The Board of Commissioners agrees to enter into a real estate purchase agreement with Robert C. Heeter, Jr./Resolution No. 22-0672
3. The Board of Commissioners accepts and award the bids for the purchase of various chemicals for the Water Resources Department./Resolution No. 22-0673
4. The Board of Commissioners accepts and awards the bid for the 2023 Emergency & Specialized Services for the Portage County Water Resources Department./Resolution No. 22-0674
5. The Board of Commissioners agrees to enter into a real estate lease agreement with KMI Wellness, Where Health Meets Happiness, LLC for the property located at 128 North Prospect Street, Ravenna, Ohio./Resolution No. 22-0675
6. The Board of Commissioners agrees to set the Request for Proposal date for supplemental visitation aid services for the Portage County Job & Family Services Department./Resolution No. 22-0676
7. The Board of Commissioners agrees to enter into an agreement with DS Architects for Probate Clerks Offices Renovation./Resolution No. 22-0677
8. The Board of Commissioners establishes responsibilities for an application for permit for a waterline crossing the Ohio Turnpike on Infirmary Road (Portage County Water Resources Project 22-040-P)/Resolution No. 22-0678
9. The Board of Commissioners agrees to enter into a general sewer & water agreement for sanitary sewer and water improvements to Beck Road Sewer & Waterline Extension to SR 44 Phase 1 & Phase 2 Project, Portage County Water Resources Department Project No. MV-1 22-40-P./Resolution No. 22-0679
10. The Board of Commissioners agrees to enter into an agreement between the Portage County Job & Family Services and Northeast Ohio Consortium of Governments./Resolution No. 22-0680
11. The Board of Commissioners agrees to enter into an agreement with Portage County Job & Family Services and the Portage County Prosecuting Attorney./Resolution No. 22-0681

12. The Board of Commissioners authorizes the Director of the Portage County Solid Waste Management District or the County Administrator the authority to rent collection trucks on a temporary short-term basis when there is a necessity for the continued operation of the District if trucks in the District's fleet need to be taken out of service and in need of repair./Resolution No. 22-0682
13. The Board of Commissioners agrees to enter into an agreement for random DOT drug and alcohol testing services with IEBT and the Portage County Solid Waste District./Resolution No. 22-0683

BOARD OF ELECTIONS

Present: Director Faith Lyon and Deputy Director Terrie Nielsen

Discussion:

1. 2023 Budget Review:

Deputy Director Nielson reported the following:

We are very cyclical in our needs based on the type of election season it is. So, in developing our budget for 2023, we looked back at what we needed in 2019. The Board members' compensation is statutory, but they approved an increase for staff of 9% for 2023. The basis for the increase is that in 2022, staff received a 3% increase and the cost of living was 5.9% for 2022 and the cost of living for 2023 is 8.7% according to the Social Security Administration, which is a total of 11.6%. We're not asking for 11.6% - we're asking for 9%. As you may or may not know, all of our Clerks get paid the same amount of money, whether they've been there six months or twenty years.

Commissioner Badalamenti asked if that amount is across the board for all Counties and Deputy Director Nielsen explained our County does this to eliminate all the issues that may arise as it relates to parties because we need to have an equal number of Democrats and Republicans in our office.

Deputy Director Nielsen went on to say that is an increase for our full-time staff of \$37,503.

The Elections Board also approved an increase for hourly employees as we have many temporary people that come in and help and the last time, they received any increase would have been in 2018. These individuals make \$13.00 an hour and we're asking for a 4% increase for our hourly people that currently make \$13.00, \$12.00, and \$11.00.

Commissioner Badalamenti pointed out that 2022's request was \$230,000 and 2023's request is \$200,000 and Deputy Director Nielsen responded the request is lower because we are cyclical, with extra elections. The gubernatorial election is generally much larger than any election that we will have in 2023 and it's often referred to as an 'off-year election'. For example, for off-year elections, we are able to staff our early

voting area with our staff and four (4) additional people. I don't have a number as far as how many extra people we had working for the gubernatorial, but it was probably somewhere between 30 and 40. Usually, the odd-numbered years are about the same, and the most we're going to ask for would be in the presidential and the gubernatorial years.

You'll also notice the requests for overtime are less and if you take the decrease in the election worker line and a decrease in the overtime, that more than covers the staff increase. I believe those are the only differences between our budget, they are really just the personnel numbers.

Commissioner Christian-Bennett pointed out that there's nothing in the 2023 request for PERS, Medicare, Workers Comp or healthcare and Deputy Director Nielsen doesn't know that information because we don't have control over the numbers. The Board would like to see those numbers.

Deputy Director Nielsen stated this action has been directed to us by our Board and they feel very strongly about the increases. Overtime is not voluntary and no one can go on vacation when we want to.

Commissioner Badalamenti asked how they pay overtime for employees and Deputy Director Nielsen stated it depends. We have an OVT1 and an OVT2 so depending upon what happens during the rest of the week, sometimes they get the same amount, otherwise, it's time and a half would be the max unless they're working on a holiday. On November 11th, we were required by the State to have office hours. We were also able to save the County a substantial amount of money this year because we received grant funding for the August election in the range of \$200,000.

There is a retirement coming up, and Diane has been here for 20+ years, and she is retiring at the end of September, and Tina left at the end of September.

Deputy Director Nielsen also talked about capital improvements such as painting and flooring in some of the spaces and we talked to Internal Services earlier this year. We're talking about the voting room with paint and new flooring, paint the Boardroom, as well as paint and carpet in our training room across the hall. Commissioner Christian-Bennett noted the Commissioners decided to move the improvements to 2023.

Deputy Director Nielsen indicated that we have a fair amount of space and across the hall, but it's very cut up. We are interested in having this space gutted and made usable for the Department. I know we had discussions in 2019 and 2020 about redoing our space because we are literally moving things from one room to the next and back again.

We would also like two double doors due to the size of the ballot machines, along with a dolly or two-wheeler cart to allow staff to move the machines around easily.

Commissioner Christian-Bennett asked if this information has been sent to Internal Services for review and Deputy Director Nielsen replied the double doors were discussed with them about three years ago, but we have not talked to them about opening up the area. The area in question touches the area where Internal Services moved and they aren't utilizing all the space, so that could be a possibility.

MISCELLANEOUS

Journal Entries:

1. The Board of Commissioners acknowledged receipt of the November 7, 2022 Certificate of the County Auditor that the Total Annual Appropriations from each fund do not exceed the Official Certificate of Estimate Resources for the fiscal year beginning January 1, 2022, as presented by the Portage County Auditor's Office.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
Commissioner Christian-Bennett, Yea;
Motion Carries
2. The Board of Commissioners acknowledged receipt of the November 10, 2022 Certificate of the County Auditor that the Total Annual Appropriations from each fund **DOES 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
3. The Board of Commissioners acknowledged receipt of the November 10, 2022 Certificate of the County Auditor that the Total Annual Appropriations from each fund do not exceed the Official Certificate of Estimate Resources for the fiscal year beginning January 1, 2022, as presented by the Portage County Auditor's Office.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
Commissioner Christian-Bennett, Yea;
Motion Carries
4. The Board of Commissioners acknowledged receipt of the Portage County Investment Reconciliation for the month of October 2022 as presented by the County Treasurer and County Auditor.
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline

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

5. The Board of Commissioners acknowledged receipt of the Portage County Investment Portfolio Report for October 2022 as presented by the Portage County Treasurer.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

6. The Board of Commissioners signed the Satisfaction of Mortgage for Neighborhood Development Services, Inc. for \$80,000.00 (Instrument No. 200919425) as requested by Neighborhood Development Services.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

7. The Board of Commissioners signed the Satisfaction of Mortgage for Kenneth D. Willett and Annette Willett for \$19,600.00 (Instrument No. 200112288) as requested by Neighborhood Development Services.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Resolutions:

1. Shelter for Victims of Domestic Violence – Distributions of Monies Accumulated in Marriage Licenses/Divorce Fees Special Funding for the year 2023./Resolution No. 22-0684
2. The Board of Commissioners Authorizes the Purchase of Refreshments for the Board of Commissioners' Functions through December 31, 2022./Resolution No. 22-0685
3. The Board of Commissioners Accept The Donation Of Summit County Property To The Portage County Office Of Homeland Security & Emergency Management./Resolution No. 22-0686

Recessed: 10:26 AM

Reconvened: 10:57 AM

REGIONAL PLANNING COMMISSION

Present: Director Todd Peetz

Discussion:

1. Vision Plan

At the last Regional Planning Commission (RPC) meeting, the RPC Board recommended approval of the Vision Plan and agreed it should move forward to the Commissioners and Director Peetz is attending to find out how the Commissioners want to move forward. The Vision Plan is the first step before the Comprehensive Plan comes to the Board in February and Commissioner Christian-Bennett would like Director Peetz to be put on the schedule to discuss.

2. Former Regional Planning Commission Building

Director Peetz indicated we have a potential buyer for the building, but we're not 100% sure because they're still putting their funding together. In the meantime, the Executive Committee for the RPC Board is meeting on December 6th, to talk about a payment plan to reimburse the Commissioners approximately \$200,000. I believe we agreed upon a payback of \$20,000 per year, but I was looking at our capital needs and we need to replace the air conditioning unit. We would like to pay back \$15,000 per year for five years and then we can increase the amount. I was going to talk to the Executive Commission and if we have a certain amount of carryover, we could give that amount to the Commissioners to pay off the debt service.

Commissioner Christian-Bennett pointed out that the building will need to go out for bid and Director Peetz has relayed that information to the potential buyer, so they are fully aware of the situation.

PUBLIC COMMENT

Present: Todd and Cathy Doak

Mr. and Mrs. Doak presented a demonstration to show the current situation at Potter's Creek and the magnitude of the acreage that it's affecting.

Mr. Doak stated there are two culverts and an access road across the culverts. Most people think of a culvert as something like a driveway, but these are four-foot culverts that are huge, very heavy, and they allow Potter's Creek to flow like it's supposed to.

According to Mr. Saal's attorney, when it's running properly, it's just a little trickle of water through there, so a man could traverse from side to side, however, there's a complete blockage. The water's flowing but it can't go anywhere, so it continues to rise.

Mr. Doak explained his property used to get wet when it rained, but now it's completely saturated under two feet of water. I've got trees underwater and it has just expanded like crazy. Mr. Doak mentioned the problem started a few years ago and then I got involved in September of this year. I'm sure you've seen the pictures.

Commissioner Christian-Bennett asked if anyone has ever cleaned the culvert and Mr. Doak replied no, but the other neighbors have been contacting everyone to see who is able to take care of it and because it's floodplains, someone suggested contacting the Building Department Director Randy Roberts. Mr. Roberts went to the site and stated the blockage is a combination of dirt and rocks. According to some of the neighbors, the debris has been intentionally dumped in front of the culverts by Mr. Saal because he owns Walnut Gardens and he was using the water to irrigate his property. It's been blocked by Mr. Saal several times first with plywood, then 2x6 boards, and now he's used dirt and rocks. So, we no longer have stormwater management, the area is able to accept heavy rain, but it's been obstructed all year round.

Ms. Doak noted the neighbors are all flooded and she presented a 3-page petition that many have signed to remove the blockage.

Ms. Doak went on to say that the neighbors have indicated the area has been intentionally blocked and because of this, property values are declining and we have a floodplain that can no longer handle a flood. The remedy that we are looking for is the removal of the blockage so the culverts can work properly. If it doesn't work, the culverts have to be removed. The culverts have been in existence for about 40 years or more, but we don't believe they are the problem.

Mr. Saal's attorney claims everything keeps piling up around the culverts and that is the problem.

Ms. Doak explained we have proof of a substantial blockage that exists, people who are paying taxes have a per parcel tax assessment to our properties, specifically for a stormwater district to handle these issues. You probably saw the resolution that was posted on the stormwater management website and it says that you have adopted this resolution and you promise to act to the maximum extent possible to keep the watercourse free and flowing. We have desperate residents who are relying on you to make this happen. We also found a section in the Ohio Revised Code that seems like it was created just for this type of situation. You have to act because the residents won't and you have the power to act - this is not an issue any longer for the ODNR, they have no control over your County roles and it's not an issue of common law. The Ohio Revised Code clearly says that the Portage County Commissioners have the right to act on this.

Ms. Doak went on to say that for the health, safety, and welfare of our entire community, we really need you to act to get the water freely flowing through this area.

Commissioner Christian-Bennett noted the information has been forwarded to the Prosecutor's Office for review and we will have someone reach out to you in a few weeks.

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RESOLUTION NO. 22-0667

**RE: TRANSFER FROM FUND 0001, GENERAL
FUND TO FUND 1414, CHILD SUPPORT**

ADMINISTRATION

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 has agreed to provide the local match for Child Support IV-D contract payments; and

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

RESOLVED, that the following transfer of funds be made in the amount of \$7,401.98 for October 2022 IV-D contract payments local match for Clerk July 2022, Domestic July 2022 and Prosecutor July 2022 payments 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 \$7,401.98

TO:

FUND 1414, CHILD SUPPORT ADMINISTRATION

ORGCODE - 14140512

Credit Revenue Account

Object: 280000 – Transfer In

Project NONE \$7,401.98

; 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. 22-0668 - RE: ACCEPT GRANT AWARD IN THE AMOUNT OF \$40,902.00 FROM THE OHIO EMERGENCY MANAGEMENT AGENCY'S FY2022 STATE HOMELAND SECURITY GRANT PROGRAM ON BEHALF OF THE PORTAGE COUNTY OFFICE OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT.

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 adopted Resolution No. 22-0597 on October 4, 2022, authorizing the grant application to the Ohio Emergency Management Agency's FY2022 State Homeland Security Grant Program; and
- RESOLVED,** the Portage County Board of Commissioners authorizes the Portage County Office of Homeland Security and Emergency Management to accept the FY2022 State Homeland Security grant award in the amount of \$40,902.00 from the Ohio Emergency Management Agency, and be it further
- RESOLVED,** that the Board of Commissioners authorizes the President of the Board of Commissioners to sign the grant agreement documents; and be it further
- RESOLVED,** that a certified copy of this resolution be filed with the Auditor's Office, the Department of Budget & Financial Management, the Grant Administrator, and the Portage County Office of Homeland Security and Emergency 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 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. 22-0669 - RE: ACCEPT THE GRANT AWARD FROM THE OHIO EMERGENCY MANAGEMENT AGENCY'S FY2021 EMERGENCY

**MANAGEMENT PERFORMANCE GRANT –
ARPA (EMPG-A) ON BEHALF OF THE
PORTAGE COUNTY OFFICE OF HOMELAND
SECURITY AND EMERGENCY MANAGEMENT
(Federal Pass Thru #EMC-2021-EP-00007)**

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 authorizes the acceptance of the grant agreement to the Ohio Emergency Management Agency (EMA) for the FY2021 Emergency Management Performance Grant Program-ARPA for the time period of October 1, 2020 through December 31, 2022; now therefore, be it
- RESOLVED,** that the Portage County Board of Commissioners accepts the grant agreement for the FY 2021 Emergency Management Performance Grant Program-ARPA for a grant award of \$75,570.00 and a 50% local match amount of \$37,785.00 which is to be provided by the General Fund for the grant period of October 1, 2020, through December 31, 2022; and be it further
- RESOLVED,** that the Board of Commissioners authorizes the President of the Board of Commissioners to sign the grant agreement documents; and be it further
- RESOLVED,** that a copy of this resolution be filed with the Portage County Auditor, the Department of Budget & Financial Management, and the Office of Homeland Security & Emergency Management Agency Director; 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. 22-0670	-	RE:	ACCEPT THE GRANT AWARD FROM THE FY2022 HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS GRANT (HMEP) ON BEHALF OF THE PORTAGE	

**COUNTY OFFICE OF HOMELAND
SECURITY & EMERGENCY MANAGEMENT
(Federal Pass-Thru #
693JK32240034HMEP).**

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

- WHEREAS,** the Board of Portage County Commissioners adopted Resolution No. 22-0202 on March 24, 2022, authorizing grant application in the amount of \$36,275.00 to the Hazardous Materials Emergency Preparedness Grant Program for the Portage County Office of Homeland Security and Emergency Management; and
- WHEREAS,** Portage County has been awarded FY2022 Hazardous Materials Emergency Preparedness Grant funds to conduct training courses; and
- RESOLVED,** the Portage County Board of Commissioners accepts the FY2022 Hazardous Material Emergency Preparedness Grant funding [Agreement Number 65545] for the grant period ending September 29, 2023, in the amount of Twenty-nine thousand and twenty and 00/100 dollars (\$29,020.00) with a 20% local match obligation of Seven thousand two hundred fifty-five and 00/100 dollars (\$7,255), from Fund 1170 for a total project cost of \$36,275.00; and be it further
- RESOLVED,** that the Board of Portage County Commissioners authorizes the Office of Homeland Security and Emergency Management Director to sign all necessary documents associated with this grant; and be it further
- RESOLVED,** that a copy of this resolution be filed with the Portage County Auditor, the Department of Budget & Financial Management, and the Office of Homeland Security & Emergency 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. 22-0671

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RE: **ACCEPT PROPOSAL OF CTL ENGINEERING, INC. AND ENTER INTO AGREEMENT FOR PROVIDING CONSTRUCTION INSPECTION AND ADMINISTRATIVE SERVICES FOR THE PROJECT KNOWN AS THE NEWTON FALLS ROAD BRIDGE REPLACEMENT (RAV-126-C177A), IN RAVENNA TOWNSHIP, PORTAGE COUNTY.**

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, by Resolution No. 20-0710, authorized the Portage County Engineer to accept current statement of qualifications from engineering consultant firms seeking to provide professional services during the years of 2021 and 2022; and
- WHEREAS,** the Portage County Engineer selected CTL Engineering, Inc., from the list of consultants who have a statement of qualification on file for 2021 and 2022, to submit a fee proposal to provide construction inspection and administrative services for the project known as the **Newton Falls Road Bridge Replacement** in Ravenna Township, Portage County; and
- WHEREAS,** the Portage County Engineer, upon review of the proposal from CTL Engineering, Inc., recommends that said proposal be accepted by the Board of Portage County Commissioners; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners does hereby accept the proposal of CTL Engineering, Inc., and authorizes the Portage County Engineer to enter into and execute an engineering agreement for providing construction inspection and administrative services for the project known as the **Newton Falls Road Bridge Replacement in** Ravenna Township, Portage County, and be it further
- RESOLVED,** that said professional services will be performed by CTL Engineering, Inc., 450 Grant Street, Suite 110, Akron, Ohio 44311 at a cost of \$49,473.75, and be it further
- RESOLVED,** that the Portage County 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.

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RESOLUTION NO. 22-0673

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**RE: ACCEPT AND AWARD THE BIDS FOR THE
 PURCHASE OF VARIOUS CHEMICALS FOR
 THE WATER RESOURCES DEPARTMENT.**

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

WHEREAS, specifications were requested and sent to forty-four (44) potential bidders and (2) plan houses, and

WHEREAS, (8) sealed bids for the purchase of various chemicals for the Water Resources Department, were received, tabulated and recorded on November 2, 2022; and

WHEREAS, upon review of the bids received, it is the recommendation of the Director of Internal Services and the Water Resources Technology Division Manager that the bids for chemicals be awarded to the lowest bidder for each chemical; now therefore be it

RESOLVED, that the Board of County Commissioners does, hereby, award the bids for the various chemicals as follows:

<u>Chemical</u>	<u>Unit Price</u>	<u>Total Price</u>
Mid-American Salt		
Item 1 A – Southern Rock Salt – Shalersville (Bulk)	\$149.73/Ton	\$336,892.50
Sal Chemical		
Item 4A – Sodium Hypochlorite – Shalersville 12.5% (2000 gal)	\$2.82/gal	\$73,320.00
Item 10 – Calcium Hypochlorite STB & O&M (100lb drum)	\$217.30/drum	\$6,519.00
Item 11A – Sodium Hydroxide Shalersville 25% (2000 gal)	\$2.73/gal	\$185,835.16
Item 14 – Alum Liquid Mantua 150/gal tote	\$582.75/tote	\$11,655.00
Bonded Chemical		
Item 2 – Chlorine; 150 Cylinders (16 Total)	\$280.50/cyl	\$4,488.00
Item 3 – Hydrofluosilicic Acid (30 gal drums)	\$114.00/drum	\$11,400.00
Item 4B – Sodium Hypochlorite 12.5%-RM WTP&Rand (15gal carboy)	\$47.70/carboy	\$1,669.50
Item 5 – Citric Acid (50% Concentration) Randolph/FH (20 drums)	\$384.00/drum	\$7,680.00
Item 7 – Sodium Bisulfite 38% – Shalersville (15-gal carboy)	\$33.00/carboy	\$2,310.00
Item 9A – Ferric Chloride – St-boro/FH (4000gal bulk)	\$11,099.80/bulk	\$244,195.60
Item 9B – Ferric Chloride – B-brook/RF (4000gal bulk)	\$11,099.80/bulk	\$33,299.40
Item 9C – Ferric Chloride – Atwater (55 gal drums)	\$189.08/drum	\$2,458.04
Item 11B – Sodium Hydroxide 25% – O&M 15-gal carboy	\$48.80/carboy	\$732.00
Item 12 – Orthophosphate B-field/Shalersville (30 gal drums)	\$417.24/drum	\$25,034.40
Chemrite		
Item 8 – Sodium Bisulfite 38% – O&M (45 lb. pail)	\$139.00/pail	\$2,085.00
Shannon		
Item 6 – Potassium Permanganate Shalersville (50 lb. kegs)	\$149.47/Keg	\$14,947.00

SNF Polydyn

Item 13 Polymer 45% Blend – Streetsboro (2300 lb. Tote)

\$3,795.00/tote

\$91,080.00

RESOLVED, that the Board of County 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. 22-0674

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**RE: ACCEPT AND AWARD THE BID FOR 2023
EMERGENCY & SPECIALIZED SERVICES
FOR THE PORTAGE COUNTY WATER
RESOURCES DEPARTMENT**

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

WHEREAS, eleven (11) contractors requested bid packages for 2023 emergency & specialized services for the Portage County Water Resources Department; and

WHEREAS, three (3) sealed bids were received, tabulated and recorded on November 2, 2022 from Spano Brother Construction, Woodford Excavating and HM Miller Construction Co. and;

WHEREAS, upon review of the bids received, it is the recommendation of the Portage County Director of Internal Services and the Water Resources Technology Manager that the Board of Commissioners accept the bid of Spano Brothers Construction as the best and lowest bid received meeting all specifications as detailed below:

<u>Bidders Name:</u>	<u>Bid Amount:</u>	<u>Bid Amount</u>
	<u>During Normal hrs.</u>	<u>During Non-normal hrs.</u>
<u>Spano Brothers Construction</u>		
Labor – Foreman	\$100.00 hr.	\$140.00 hr.
Laborer	\$ 85.00 hr.	\$120.00 hr.
<u>Equipment including operator/driver:</u>		
Track Hoe (up to 8' trench)	\$180.00 hr.	\$210.00 hr.
Track Hoe (over 10' trench)	\$182.00 hr.	\$220.00 hr.
Dump Truck (below 10 cy)	\$105.00 hr.	\$138.00 hr.

Dump Truck (above 10 cy)	\$115.00 hr.	\$148.00 hr.
Skid Loader	\$ 75.00 hr.	\$ 75.00 hr.
Crane (25 ton capacity)	\$100.00 hr.	\$100.00 hr.
Utility tool truck (w/tools)	\$ 60.00 hr.	\$ 60.00 hr.
Pump (up to 3")	\$ 30.00 hr.	\$ 30.00 hr.
4" pump (3" solids handling)	\$ 30.00 hr.	\$ 30.00 hr.
6" pump	\$ 45.00 hr.	\$ 45.00 hr.
Trench box (up to 8' depth)	\$ 25.00 hr.	\$ 25.00 hr.
Trench box (over 10' depth)	\$ 25.00 hr.	\$ 25.00 hr.
Dozer (8 ton)	\$ 50.00 hr.	\$ 50.00 hr.
Semi/Lowboy (rental)	\$ 50.00 hr.	\$ 50.00 hr.
Mobilization/Demobilization	\$650.00 lump sum	\$800.00 lump sum

; now therefore be it

RESOLVED, that the Board of County Commissioners does hereby award the bid for supplying the above emergency and specialized services for the Portage County Water Resources Department to **Spano Brothers Construction** as the best and lowest bid received meeting all specifications as required; 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 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. 22-0675 - RE: ENTER INTO REAL ESTATE LEASE AGREEMENT WITH KMI WELLNESS, WHERE HEALTH MEETS HAPPINESS, LLC FOR THE PROPERTY LOCATED AT 128 NORTH PROSPECT STREET, RAVENNA, OHIO.

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

WHEREAS, the Board of Commissioners wish to lease real estate property situated in the County of Portage, known for street numbering purposes as 128 North Prospect Street, Ravenna, Ohio; and

- WHEREAS,** KMI Wellness, Where Health Meets Happiness, LLC has an interest in leasing said property; now therefore be it
- RESOLVED,** that the Board of Commissioners does hereby agree to enter into a Lease Agreement for the property listed above with KMI Wellness, Where Health Meets Happiness, LLC for a term of 2 years beginning January 1, 2023 and ending December 31, 2024; and be it further
- RESOLVED,** that the amount of rent shall be one thousand twenty-five dollars (\$1,025.00) on the 1st day of each month beginning January 1, 2023 continuing until the expiration date of this lease; 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 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. 22-0676 - RE: SET THE REQUEST FOR PROPOSAL DATE
FOR SUPPLEMENTAL VISITATION AIDE
SERVICES FOR THE PORTAGE COUNTY
JOB & FAMILY SERVICES DEPARTMENT.**

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 supplemental visitation aide 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, South Chestnut Street Entrance, Portage County Administration Building, 449 South Meridian St., Ravenna, Ohio until 2:00 p.m. on December 14, 2022; and be it further
- RESOLVED,** that the notice of receiving proposals shall be published in the Record Courier on November 23, 2022 and a copy thereof be posted on the bulletin board of the Board forthwith; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal

Roll Call Vote as Follows:

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**RESOLUTION NO. 22-0677 - RE: ENTER INTO AN AGREEMENT BETWEEN
THE PORTAGE COUNTY COMMISSIONERS
AND DS ARCHITECTS FOR THE PROBATE
CLERKS OFFICES RENOVATION.**

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 has the need to renovate the Portage County Probate Court Clerks Offices; and

WHEREAS, DS Architecture, is experienced and professionally capable to perform the design services for such; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby approve the Agreement with **DS Architecture, 1020 Huron Rd., Suite 101, Cleveland, OH 44115**, to provide services as stipulated in the agreement at the lump sum fee (including reimbursables) not to exceed Thirty-three thousand, eight hundred and 00/100 dollars (\$33,800.00); and be it further

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

Roll Call Vote as Follows:

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**RESOLUTION NO. 22-0678 - RE: GENERAL SEWER & WATER AGREEMENT
FOR SANITARY SEWER AND WATER
IMPROVEMENTS TO BECK ROAD SEWER**

**& WATERLINE EXTENSION TO SR 44
PHASE 1 & PHASE 2 PROJECT, PORTAGE
COUNTY WATER RESOURCES
DEPARTMENT PROJECT NO. MV-1 22-040-
P.**

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

- WHEREAS,** Shalersville Holdings LLC (OWNER) will construct the water and sewer project in two phases for the Turnpike Commerce Center Development. In Phase One, 590 linear feet of 10-inch sanitary sewer, 1,582 linear feet of 6-inch sanitary sewer, (3) sanitary manholes and 88 linear feet of 3-inch sanitary force main, 8,670 linear feet of 16-inch water line, 120 linear feet of 12-inch water line, 23 linear feet of 4-inch water line and all necessary appurtenances or improvements to provide sanitary sewer and water service to a portion of the Turnpike Commerce Center Development, situated in the Township of Shalersville, Original Lots 47, 48, 53, 54, 55 and 66, Portage County, Ohio at an estimated cost of ONE MILLION SIX HUNDRED FIFTY NINE THOUSAND EIGHT HUNDRED FIVE DOLLARS AND ZERO CENTS (\$1,659,805.00); and
- WHEREAS,** the OWNER will construct additional sanitary sewer in Phase Two with an additional 5,942 linear feet of 10-inch sanitary sewer, 5,893 linear feet of 6-inch sanitary force main, (18) sanitary manholes and one sewer pump station and all necessary appurtenances or improvements to provide sanitary sewer and water service to the remaining part of the Turnpike Commerce Center Development, situated in the Township of Shalersville, Original Lots 47, 48, 53, 54, 55 & 66, Portage County, Ohio at an estimated cost of ONE MILLION THREE HUNDRED NINETY SIX THOUSAND FOUR HUNDRED THIRTY DOLLARS AND ZERO CENTS (\$1,396,430.00); and
- WHEREAS,** after construction, the OWNER will convey the sanitary sewer and water improvements as a gift to Portage County to own, operate, and maintain; and
- WHEREAS,** the OWNER has prepared plans and specifications for the BECK ROAD SEWER & WATERLINE EXTENSION TO SR 44 – PHASE 1 & PHASE 2 (PROJECT), County Project Number MV-1 22-040-P, per the Portage County Water Resources Department (PCWR) standards and specifications; now therefore be it
- RESOLVED,** that this Board does hereby agree to enter into a General Sewer & Water Agreement with the OWNER; and be it further

- RESOLVED,** the PROJECT will be constructed at the OWNER'S combined expense for both phases, for the sum of THREE MILLION FIFTY SIX THOUSAND TWO HUNDRED THIRTY FIVE DOLLARS AND ZERO CENTS (\$3,056,235.00); and be it further
- RESOLVED,** this Board authorizes the OWNER to begin construction of the PROJECT to provide sanitary sewer and water service to properties known as the Turnpike Commerce Center Development, situated in the Township of Shalersville, Original Lots 47, 48, 53, 54, 55 and 66, Portage County, Ohio; and be it further
- RESOLVED,** that after construction, to the satisfaction of the Portage County Sanitary Engineer, the Board will accept the PROJECT as a gift to own, operate and maintain; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relation 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 Vote as Follows:

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

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RESOLUTION NO. 22-0679	-	RE:	ESTABLISHING RESPONSIBILITIES FOR APPLICATION FOR PERMIT FOR WATERLINE CROSSING THE OHIO TURNPIKE ON INFIRMARY ROAD (PORTAGE COUNTY WATER RESOURCES PROJECT 22-040-P).	

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

- WHEREAS,** Geis Construction ("Developer"), located at 10020 Aurora-Hudson Road, Streetsboro, Ohio is developing parcel 33-048-00-00-008-000 in Shalersville Township ("Development"); and
- WHEREAS,** A public water extension is needed to provide public water to the Development, Portage County Water Resources ("PCWR") Public Project 22-040-P ("Project"); and
- WHEREAS,** Developer has obtained all necessary easements for the Project; and

- WHEREAS,** Developer is responsible for all related costs of construction of the Project according to the PCWR specifications, has entered or will enter into an agreement with the Board of Commissioners of Portage County, Ohio ("County") and has provided or will cause to be provided a financial guarantee in the form of a surety bond with the County as obligee to ensure completion of construction of the Project in accordance with plans and the PCWR specifications; and
- WHEREAS,** PCWR is responsible to inspect the Project or cause it to be inspected to ensure progress in accordance with plans and the PCWR specifications, and upon satisfactory completion of the Project, the County will accept the Project to own, operate and maintain, except that Developer shall be financially responsible to maintain the Project until the Project is accepted by the County and for the period of one year from Project acceptance; and
- WHEREAS,** the Project will cross under the Ohio Turnpike on Infirmary Road at Bridge Structure #23; and
- WHEREAS,** the Ohio Turnpike Commission (OTC) requires a permit for the Project to cross under the Turnpike; and
- WHEREAS,** as the intended owner of the Project, the County desires to cooperate with Developer in obtaining such permit with OTC; and
- WHEREAS,** Developer has prepared the permit application and paid the permit application fee of One Thousand Six Hundred Eighty Dollars (\$1,680.00) and the initial administrative fee of Three Thousand Three Hundred Sixty-five Dollars (\$3,365.00) to the OTC for the Project on Infirmary Road at Bridge Structure #23; and
- WHEREAS,** the remaining County responsibility for permit fees and costs for 2022 is Zero Dollars, and will be required to pay OTC an administrative fee for the permit every ten (10) years thereafter equal to the previous administrative fee increased by the same percentage as the rate of inflation as determined by the Consumer Price Index (CPI) for the preceding ten (10) years; and
- WHEREAS,** as a condition of the permit application, the County is required to pass a resolution concerning the responsibility for costs of the Project and a "save harmless" clause; now therefore be it
- RESOLVED,** the Board of Commissioners of Portage County hereby incorporates the above recitals as though fully rewritten; and be it further

RESOLVED, that responsibility for all related costs of construction of the Project, including inspection and future maintenance of the Project, shall be as stated hereinabove and shall not be borne by OTC; and be it further

RESOLVED, the County has required or will require the Developer to indemnify and hold harmless the County against any and all claims, demands or suits by reason of the construction of the Project and against any and all expenses incurred in the defense of any such suits or damages, judgments, or decrees, which might be awarded against the County because of such suit, and the County hereby shall save harmless the Ohio Turnpike Commission, its officers, employees, and agents, such that OTC shall not be held responsible for any and all liabilities and costs that may be incurred during the construction and life span of the Project, except the grossly negligent acts or omissions of OTC; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of the 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 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. 22-0680 - 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 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 28, 2022, 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 October 1, 2022 and ending September 30, 2023; 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 October 1, 2022 through September 30, 2023; and
- RESOLVED,** that the total amount of this Agreement is not to exceed Three Hundred Twenty six Thousand Two hundred five and 66/100 Dollars (\$326,205.66); 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. 22-0681

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**RE: ENTER INTO AN AGREEMENT BETWEEN
THE BOARD OF COMMISSIONERS,
PORTAGE COUNTY JOB & FAMILY
SERVICES AND THE PORTAGE COUNTY
PROSECUTING ATTORNEY.**

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

WHEREAS, PCDJFS has been designated by the Portage County Board of Commissioners as the public children services agency for Portage County, Ohio.

WHEREAS, PCDJFS is in need of full time assistance from the Assistant Prosecuting Attorney's office to ensure compliance with State, Federal and Local laws in the context of risk management and also needs legal representation in the presentation of evidence in cases alleging the abuse, neglect or dependency of children pursuant to Ohio Revised Code 2151.40 and Juvenile Rule 29(E) and cases related to adult protective services pursuant to Ohio Revised Code 5101.60; and

WHEREAS, the Portage County Prosecuting Attorney holds itself capable of providing these services, now therefore be it resolved

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into Agreement between the Board of Commissioners, Portage County Job & Family Services ("PCDJFS") and the Portage County Prosecuting Attorney for the period of January 1, 2023 through December 31, 2023, with successive one (1) year renewals contingent upon funding; and be it further

RESOLVED, that total compensation for the initial term of this agreement shall not exceed Four hundred Twenty two thousand six hundred two and 79/100 dollars (\$422,602.79) and be it further

RESOLVED, that funding for this agreement will come from Job & Family Services fund 1410 and 141518: 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. 22-0682

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**RE: AUTHORIZE THE DIRECTOR OF THE
PORTAGE COUNTY SOLID WASTE
MANAGEMENT DISTRICT OR THE COUNTY
ADMINISTRATOR THE AUTHORITY TO
RENT COLLECTION TRUCKS ON A
TEMPORARY SHORT-TERM BASIS WHEN
THERE IS A NECESSITY FOR THE
CONTINUED OPERATION OF THE DISTRICT
IF TRUCKS IN THE DISTRICT'S FLEET**

**NEED TO BE TAKEN OUT OF SERVICE
AND IN NEED OF REPAIR.**

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

- WHEREAS,** the Portage County Solid Waste Management District ("District") provides curbside and drop off collection of recyclables services; and
- WHEREAS,** trucks within the District's fleet sometimes experience breakdowns and the need for lengthy repairs, which may require the necessity of renting trucks for short-term temporary periods in order to continue the District's operations; and
- WHEREAS,** it is the request of the District Director that in order to ensure the continued efficient operation of the District that the Board of County Commissioners of the Portage County Solid Waste Management District provide the Director the authority to rent trucks if such becomes necessary for the continued efficient operations of the District while trucks in the District's existing fleet are out of service and in need of repair; now therefore be it
- RESOLVED,** that the Board of County Commissioners of the Portage County Solid Waste Management District hereby grant the Director or County Administrator permission to rent collection trucks for temporary, short-term basis if such becomes necessary for the continued efficient operation of the District while trucks in the District's existing fleet are out of service and in need of repair; and be it further
- RESOLVED,** that the Board of Commissioners and the Department of Budget & Financial Management will be immediately notified in the event of a truck rental and the Director will give the Board of Commissioners a full report at his/her next meeting with the Commissioners; and be it further
- RESOLVED,** that the Board of County Commissioners of the Portage County Solid Waste District 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;

* * *
RESOLUTION NO. 22-0683

**RE: ENTER INTO AN AGREEMENT FOR
RANDOM DOT DRUG AND ALCOHOL
TESTING SERVICES BETWEEN IEFT AND
THE PORTAGE COUNTY SOLID WASTE
DISTRICT.**

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

WHEREAS, on or about January 1, 1998, the Board of County Commissioners of the Portage County Solid Waste Management District joined a consortium to achieve compliance with federal drug and alcohol testing regulations; and

WHEREAS, IEFT, Inc. has agreed to act as a third party administrator by performing the required testing for the Portage County Solid Waste Management District; and

WHEREAS, the parties wish to enter into said agreement for one year, to expire on December 31, 2023; and

WHEREAS, the fees have been established as follows:

Urine collection, lab analysis & MRO	\$89.00/person
Breath Alcohol: DOT approved devices	\$67.00/person

STAT Service for post-accident, reasonable suspicion and calls less than 24-hour notice

STAT Coordination Fee	\$89.00
Drug and Alcohol testing at IBET facility	\$67.00/person
Breath Alcohol Testing DOT approved devices	\$50.00/person
Consortium Fee	\$138.75

RESOLVED, that the Board of County Commissioners of the Portage County Solid Waste Management District does hereby accept the amendment to the Drug and Alcohol Testing Consortium Agreement for the referenced testing within the Scope of Services and in the amounts indicated above in a total amount not to exceed \$2,500.00 until expiration on December 31, 2023; and be it further

RESOLVED, that the Portage County 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 opened 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. 22-0684	-	RE:	SHELTER FOR VICTIMS OF DOMESTIC VIOLENCE – DISTRIBUTION OF MONIES ACCUMULATED IN MARRIAGE LICENSES/ DIVORCE FEES SPECIAL FUNDING FOR THE YEAR 2023.	

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

RESOLVED, that is has been determined by this Board of County Commissioners as follows:

As required by Chapter 3113.35 of the Ohio Revised Code, SAFER FUTURES, a program of Family & Community Services, 705 Oakwood St., Ravenna, Ohio 44266 filed an application to receive monies collected as provided by Chapter 3113.35 (Marriage License fees and Divorce fees), for the calendar year 2023 for shelter for victims of domestic violence. SAFER FUTURES, as evidenced by documentation submitted with the application, meets the requirements of Ohio Revised Code Chapter 3113; be it further

RESOLVED, that a written request was received from SAFER FUTURES for the release of available funds monthly from the total amount of monies as determined by the Portage County Probate Court & Clerk of Courts obtained monthly for the periods of January 1, 2023 through December 31, 2023; and be it further

RESOLVED, the total amount of monies accumulated in Marriage Licenses/Divorce Fees Special Fund 1301 during the year 2023 is paid to SAFER FUTURES, a program of Family & Community Services, 705 Oakwood Street Ravenna, Ohio 44266. Said payments to be made from Special Fund – Marriage Licenses & Divorce Fees, as determined by the Portage County Probate Court & Clerk of Courts; and be it further

RESOLVED, that a certified copy of this resolution be filed with Safer Futures, Probate Court and Clerk of Courts; 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

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

WHEREAS, Summit County has personal property which is no longer needed for public use and they would like to donate items the Portage County Homeland Security & Emergency Management offices; now there for be it resolved.

RESOLVED, that the Board of County Commissioners hereby authorizes and accepts by Summit County the donation to the Portage County Office of Homeland Security & Emergency Management as follows:

Items

800 MHz Regional Radio System (SCA8RRS)

Value:

\$39,000.00

; and be it further

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

Roll Call Vote as Follows:

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

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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. Accept the retirement of Debra Cain, Clerical Specialist 4, for the Department of Job and Family Services, effective December 30, 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

2. Authorize the three-day internal posting of a bargaining position, Clerical Specialist 4 Public Assistance Division replacing Brianna Moore, for Portage County Job & Family Services, with external posting if no internal appointment is made.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

3. Authorize the hire of Victoria Bergey, Social Service 3, replacing Anthony Burwell, in Portage County Department of Job & Family Services. Tentative start date is Monday, November 21, 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 Ashley Smith, Child Support Specialist, replacing Judy Rice, in Portage County Department of Job & Family Services. Tentative start date is Monday, December 12, 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. Accept the resignation of Brianna Moore, Emancipation Case Manager with Ohio Means JOBS, for the Portage County Job and Family Services effective November 18, 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

6. Authorize the three-day internal posting of a bargaining position, Emancipation Case Manager with Ohio Means JOBS replacing Brianna Moore, for Portage County Job & Family Services, with external posting if no internal appointment is made.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

7. Accept the resignation of Victoria Duncan, Social Service 3 with Child and Adult Protective Services, for the Portage County Job and Family Services effective November 18, 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

8. Authorize the three-day internal posting of a bargaining position, Social Service 3 with Child and Adult Protective Services replacing Victoria Duncan, for Portage County Job & Family Services, with external posting if no internal appointment is made.

Motion: Commissioner Badalamenti**Seconded: Commissioner Kline**

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

Motion Carries

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

- a. Lee McClain – IT Specialist – November 12, 2022
- b. Kimberly MacPhail – JFS Supervisor in Public Assistance – October 31, 2022
- c. Andrew Neff – Project Engineer – November 14, 2022

Motion: Commissioner Badalamenti**Seconded: Commissioner Kline**

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

Motion Carries

10. Authorize the seven-day internal posting of a non-bargaining position, Collection System Mechanic in Water Resources Department, with external posting if no internal appointment is made.

Motion: Commissioner Badalamenti**Seconded: Commissioner Kline**

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

Motion Carries

11. Agree to rescind the recommendation to hire Nicole Lloyd for the Social Service 3 position for Portage County Department of Job & Family Services and authorize the reposting of this.

Motion: Commissioner Badalamenti**Seconded: Commissioner Kline**

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

Motion Carries

12. Accepts the termination of a Job & Family Services probationary employee Chad Curry effective November 7, 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 three-day internal posting of a bargaining position, Social Service 3 with Child and Adult Protective Services replacing Chad Curry, for Portage County Job & Family Services, with external posting if no internal appointment is made.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

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:

14. Direct the Auditor's Office to pay/process the November 10, 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	\$501,917.11	(Includes late fees of: \$13.68)
ACH/Neil Group of	\$109.65	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$71,295.02	
Medical Mutual Claims of	\$114,690.70	
Medical Mutual Flex Admin of	\$888.00	
Medical Mutual Flex Claims of	\$2,724.15	
Journal Vouchers totaling:	\$167,551.94	
Then and Now list totaling:	\$122,132.66	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

15. Process the November 10, 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

16. The Board of Commissioners authorize the electronic filing of the quarter subgrant report to the Ohio Office of Criminal Justice Services for the Domestic Violence Intervention Project for the VAWA Grant (2021-WF-VA2-8222) for the grant period ending June 30, 2022, as requested by William Kornbau, Family & Community Services.

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 authorize Commissioner Sabrina Christian-Bennett, President of the Board, to sign the Eighth Quarter Cash Reimbursement Request in the amount of \$83,398.86 for the EMPG FY21 Q-8 Grant, as prepared by the Portage County Office of Homeland Security and Emergency Management and reviewed by the Department of Budget & Financial Management and the Grant Administrator, with no exceptions noted. Copies of this request will be kept on file at the Homeland Security and Emergency Management Office.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

18. The Board of Commissioners acknowledged receipt of the November 7, 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

19. The Board of Commissioners acknowledged receipt of the November 10, 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

20. The Board of Commissioners acknowledged receipt of the November 10, 2022 Certificate of the County Auditor that the Total Annual Appropriations from each fund **DOES 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

21. The Board of Commissioners acknowledged receipt of the Portage County Investment Reconciliation for the month of October 2022 as presented by the County Treasurer and County Auditor.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

22. The Board of Commissioners acknowledged the receipt of the Portage County Investment Portfolio Report for October 2022 as presented by the Portage County Treasurer.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

23. The Board of Commissioners signed the Satisfaction of Mortgage for Neighborhood Development Services, Inc. for \$80,000.00 (Instrument No. 200919425) as requested by Neighborhood Development Services.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

24. The Board of Commissioners signed the Satisfaction of Mortgage for Kenneth D. Willett and Annette Willett for \$19,600.00 (Instrument No. 200112288) as requested by Neighborhood Development Services.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

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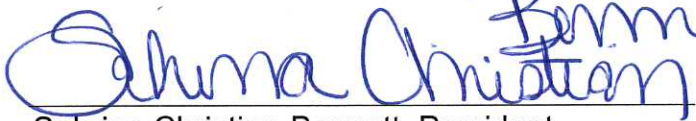
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Motion: by Commissioner Christian-Bennett, seconded by Commissioner Kline that the Board adjourns the Meeting of **November 17, 2022, at 11:12 AM.**

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

Motion Carries

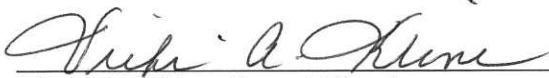
We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of **November 17, 2022.**



Sabrina Christian-Bennett, President



Anthony J. Badalamenti, Vice President



Vicki A. Kline, Board Member



Amy Hutchinson, Clerk