



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, December 1, 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 and Barb Tittle

1. The Board of Commissioners approves the November 22nd and November 29th regular meeting minutes.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

The Board of Commissioners presented a proclamation to Joan Penix and Therese Zdesar, from Home Instead, in recognition of Be A Santa To A Senior.

Home Instead is looking for locations around the County to place Christmas trees with 'ornament' requests from seniors for small gifts that may not have family around during the Christmas season. Currently, trees are located at Portage Home Town Bank (4 locations), Kent Fire Station, Mantua Drug Store, Garrettsville Library, Aurora Senior Center, Family and Community Services building, and SUMMA Rootstown pharmacy. Once gifts are collected, they are wrapped and personally delivered to each senior by staff.

Home Instead received a last-minute request through the meals program and there are many more seniors who would like to participate in the program.

The Board agreed to place a tree in the lobby of the Portage County Administration Building and unwrapped gifts for the program should be returned to the Security Department.

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 24, 2022 bills/ACH payments, wires, journal vouchers and then & now's, as applicable, contingent upon the verification of the reports as presented by the County Auditor and reviewed by the Department of Budget and Financial Management.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Expenditure Review		
County Funds: (0001 – 8399)		
Bill Payment and ACH list totaling:		
Bill Payment list	\$1,174,845.79	(Includes late fees of: \$0)
ACH/Neil Group of	\$20.00	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$0	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$0	
Journal Vouchers totaling:	\$337,555.80	
Then and Now list totaling:	\$426,788.89	
Debt Service wire list:	\$2,180,668.75	
BWC Wires:	\$0	

2. Process the November 24, 2022 budget amendments as reviewed and recommended by the Department of Budget and Financial Management.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Resolutions:

1. Transfer from Fund 0001, General Fund to Fund 1410, Public Assistance Fund./Resolution No. 22-0691
2. Transfer from Fund 1201, Motor Vehicle and Gas Tax, to Fund 4258, Newton Falls Bridge Replacement./Resolution No. 22-0692

3. Transfer From Fund 0001, General Fund to Fund 1414, Child Support General Administration./Resolution No. 22-0693
4. Transfer from Fund 7201, WC RR P General Administration To Fund 7232, WC Prospective Rating Plan 2023./Resolution No. 22-0694

HUMAN RESOURCES

Present: Director Tami Soltis

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 resignation of Lisa Sanchez, Eligibility Specialist with Public Assistance Division, for the Portage County Job and Family Services effective November 14, 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, Eligibility Specialist with Public Assistance Division, for the Portage County Job and 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. Accept the resignation of Kelli Connell, Program Manager with Group Home, for the Portage County Job and Family Services effective December 1, 2022
Motion: Commissioner Badalamenti
Seconded: Commissioner Kline
All in Favor: Commissioner Badalamenti, Yea; Commissioner Kline, Yea;
Commissioner Christian-Bennett, Yea;
Motion Carries
4. Authorize the three-day internal posting of a non-bargaining position, Program Manager with Group Home, for the Portage County Job and 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

5. Agree to approve an internal promotion and wage increase for John Adams, promoted to Collection System Mechanic for Portage County Water Resources, effective November 28, 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

6. Agree to approve an internal promotion and wage increase for Jay Barett, promoted to Collection System Mechanic for Portage County Water Resources, effective November 28, 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

7. Rescind the recommendation to hire Chris Alderman as the Water Treatment Operator for Water Resources Department and authorize the reposting of this position.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

8. Authorize the hire of Brittney Dye, Peer Recovery Specialist, replacing Bridget Stuntz, in the 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

9. Authorize the hire of Jaclyn Petty, Budget & Finance Director, replacing Joe Harris, in Portage County Department of Budget and Finance Management. 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

10. Authorize the creation of the Water Chief Operator position and approve the respective job description. Agree to authorize the seven-day internal posting of the full-time Water Chief Operator for Portage County Water Resources with external posting if no internal appointment is made.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

11. Authorize the hire of Kim McClendon, Public Information Officer, replacing Sarah Taylor, in Portage County Department of Job & Family Services. The tentative start date is Monday, December 5, 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

12. Authorize the hire of Dawn Wycott McDonald, Child and Adult Protective Services Supervisor, replacing Tonia Duncan Lydic, 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

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

- a. Brian Cormany – November 28, 2022 ~ Water Resource
- b. Rich Gano – November 14, 2022 ~ Water Resource
- c. Heather Echelberry ~ December 12, 2022 ~ HR Dept
- d. Rebecca Abbott ~ November 28, 2022 ~ JFS
- e. Donna Fortney ~ December 31, 2022 ~ JFS

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

INTERNAL SERVICES

Present: Director JoAnn Townend and Deputy Director Shannon Kautzman

Discussion:1. WIC Columbiana

Deputy Director Kautzman investigated business leasing prices in Lisbon and was able to locate 3 leases and the amounts are anywhere from \$11.00 to \$15.00/square foot. Currently, the Health Department pays \$9.00/square foot with the offer of \$12.00/square foot with the County assuming responsibility for all the utilities.

The Board agreed to charge \$12.50/square foot plus utilities and Director Townend will advise.

2. Lease for Congressman Joyce

Director Townend checked with the Prosecutor's Office and the lease agreement will need to be reviewed by the Administrative Council of the State and if they authorize it, we would be able to move forward. Job and Family Services and the Landbank are both being charged \$11.12/square foot.

The Board agreed to move forward with the request and Director Townend will advise.

Resolutions:

1. The Board of Commissioners agrees to accept the surety bond decrease rider for the construction of street, storm sewer, and drainage improvements for the Germaine Reserve Phase II Subdivision in Franklin Township./Resolution No. 22-0695
2. The Board of Commissioners authorizes the Portage County Engineer to accept current statements of qualification for design firms seeking to provide professional services during the years 2023 and 2024./Resolution No. 22-0696
3. The Board of Commissioners accepts contract change order No. 1 and final to the construction agreement with Chagrin Valley Paving Inc. for the project known as the 2021 Hartville Road (CH 69, Sections G-H) Resurfacing Project, Portage County, Ohio./Resolution No. 22-0697
4. The Board of Commissioners accepts the proposal of MS Consultants, Inc and enters into an agreement for professional construction administration services for the project known as Hankee Road Culvert Replacement, in Portage County./Resolution No. 22-0698
5. The Board of Commissioners agrees to accept the surety bond and performance agreement for the construction of sanitary sewer and/or water facilities for the Beck Road Sewer & Waterline Extension to SR 44 – Phase 1 & 2, Project No. MV-1 22-040-P in Shalersville Township./Resolution No. 22-0699
6. The Board of Commissioners amends Resolution No. 22-0661 dated November 8, 2022 to authorize the plans, specifications, and estimate of cost for Project No. BR-2 (22-100), 2022 Sanitary Sewer Maintenance Program (Brimfield), in the Portage County Regional Sewer District, Portage County, Ohio./Resolution No. 22-0700

7. The Board of Commissioners agrees to enter into an agreement with Delta Dental of Ohio for voluntary group dental insurance for 2023./Resolution No. 22-0701
8. The Board of Commissioners approves the plans, specifications, and estimate of cost, and sets the date and time for acceptance of bids for the construction of Project No. BR-2 (22-100), 2022 Sanitary Sewer Maintenance Program (Brimfield), in the Portage County Regional Sewer District, Portage County, Ohio./Resolution No. 22-0702
9. The Board of Commissioners accepts and awards the bid for generator & auxiliary power services for the Water Resources Department./Resolution No. 22-0703

PLEASE ADD TO YOUR AGENDA:

10. The Board of Commissioners agreed to enter into Amendment No. 1 for Professional Legal Services between the Portage County Board of Commissioners and Bricker and Eckler, LLP./Resolution No. 22-0710.
 - The amendment is for \$25,000 additional, so the total is up to \$50,000.
 - The current balance is \$458.00 on the original \$25,000 and \$8,800 out of the new \$25,000 so far.
 - The County requested Qualifications statements in September of 2022.
11. Award the sale of real property owned by Portage County located in Ravenna Township (former Motor Pool) to Doug O'Bryan./Resolution No. 22-0711.

OSU EXTENSION

Present: 4-H Educators Ashley Hughey and Jesseca Housel, Area Leader Eric Barrett, and Hanna from Kent State University.

Discussion:

1. Re-cap of Budget from 2022 and Budget Request 2023

My name is Jessica Housel and I am the new 4-H Educator as of June 2022.

I'm Ashley Hughey and this is Jess, who has taken over my position, but I'm staying on about eight hours a week to help train the new staff.

I'm Eric Barrett and I'm the Area Leader for the four counties, and this is Hanna, our intern from Kent State University.

We have our 'save the date' included in the packet for Camp Whitewood for next summer and it's open to 4-H and non-4-H youth 8-14 year-olds, so if you know anybody it's a great time of the year because our prices for camp are set for this year's prices and they will go up after December. There are several youth camps that are for those a little older such as our wilderness camp and a senior camp during the summer.

Next is our 2023 Family Guide, this is a great resource that Ohio 4-H provides for us, and inside of it, it provides a rundown of what 4-H is to help others understand the program. In the back, it specifically has all of our proven curriculum that the state provides.

Behind the Family Guide, we have a list of potential agricultural programs for ANR that are in the works that we are potentially planning for next year. We would like to expand the programs beyond the farmers that we work with already.

On the right-hand side of the packet is the Extension Impact Guide and it shows what we're able to offer for our county. Behind that is our county map and as you can see, we reach the spread of the whole county, which is unique to us. We also have a county staffing breakdown chart that not only shows who's in our office but where the funding comes from, as well. We have a new Office Service Coordinator, which is basically our office manager, we also have Angie, Jessica, and myself (Ashley Hughey), and the four of us are all paid for with Commissioner dollars. Since we've received funding from the County, Jeanne and Jordan are both extras, essentially, and both federally funded. Jordan is 20 hours a week for Portage County and I believe Jeanne is 32 and they both do nutrition education programs in our county.

We were able to hire Jill with CARTEEN dollars we've been able to raise with the Juvenile Courts over the last couple of years and with that program, she is fully funded by those dollars.

Behind that information in the packet, are the office hours and you are welcome to stop in anytime.

Next are our breakdowns, titles, names, and our emails if you have any specific questions that you want to reach out to us about. The office is located at 705 Oakwood Drive in Ravenna.

Right behind that information, we have our ethnic breakdown from last year, we just want to provide that little flyer for you so you can look at that information, as well. This project was USDA funded so there are required evaluations every person has to fill out, so it's one of our best impacts because that's the requirement of them doing the program and they get some extra things, whether it's measuring cups, things like that, that you use to make your kitchen better, and be better and healthy eating and things. So some great data there on folks who are increasing their consumption, physical activity, and knowledge of those food safety practices.

Last but not least is our budget. Thank you all, again, for giving us the \$15,000 increase last year. As you can see, our office is quite a bit larger compared to what we've had over the last couple of years. We have the 2021 and 2022 actual budgets listed and for the 2023 budget, we are asking for more dollars, as you probably know, because the cost of doing business is increasing. Our Office Associate's salary and benefits have gone up and also our Educator Cost Share has gone up, as well. At the very bottom, you can see the contributions from OSU and the state and federal.

Commissioner Christian-Bennett pointed out last year we increased your budget by \$15,000 and this year you're requesting an increase of what looks like \$21,253.

Commissioner Kline indicated you've held the office operations very well, how have you accomplished that and Ms. Hughey explained they have a lot of support - they have 4-H program

fees so each kiddo is charged \$10.00 per person to be in 4-H and that has helped us with overages, as well as grants and donations. Ohio 4-H Foundation has been very supportive with providing program dollars for drones and iPads. We also have a great copier contract with the Ohio State University, which has a lot of buying power that has helped with office supplies.

Commissioner Christian-Bennett noted the County's tax budget will be adopted on December 15th and Administrator Crombie will reach out to follow up on the budget discussion.

OHIO STATE UNIVERSITY EXTENSION



**THE OHIO STATE
UNIVERSITY**

COLLEGE OF FOOD, AGRICULTURAL,
AND ENVIRONMENTAL SCIENCES

Portage County Commissioner Budgets & Proposals

	2021	2022	2023
		Proposed	
Staffing			
Educator Cost-Share	\$ 62,500.00	\$ 71,412.50	\$ 81,412.50
Program Assistant Salaries (share)	\$ -		
Program Assistant Benefits (share)	\$ -		
Support Staff Salaries (24 hr/week)	\$ 18,911.16	\$ 16,222.00	\$ 22,655.16
Support Staff Benefits	\$ 6,486.53	\$ 3,227.00	\$ 8,066.95
Subtotal	\$ 87,897.69	\$ 90,861.50	\$ 112,134.61
Office Operations			
Supplies	\$ 1,600.00	\$ 1,261.02	\$ 1,000.00
Postage	\$ 400.00	\$ 400.00	\$ 400.00
Rent & Lease Fees	\$ 2,618.00	\$ 2,618.00	\$ 2,618.00
Copier Lease	\$ 2,700.00	\$ 2,700.00	\$ 2,700.00
Phone, Internet, Computers	\$ 3,700.00	\$ 3,700.00	\$ 3,700.00
Subtotal	\$ 11,018.00	\$ 10,679.02	\$ 10,418.00
Program Development & Delivery			
Mileage, Travel & Training	\$ 3,000.00	\$ 3,200.00	\$ 3,200.00
Dues & Educational Materials	\$ 500.00	\$ 500.00	\$ 500.00
Subtotal	\$ 3,500.00	\$ 3,700.00	\$ 3,700.00
Total Basic Expenses	\$ 102,415.69	\$ 105,240.52	\$ 126,252.61
Total Commissioner Funds	\$ 90,000.00	\$ 105,000.00	\$ 126,253.00
Estimated OSU State and Federal Contributions	\$ 127,195.30	\$ 130,343.70	\$ 141,117.00

REGIONAL PLANNING COMMISSION

Present: Director Todd Peetz

Discussion:**1. Vision Plan Update**

Director Peetz and Gail Gifford attended to ask for the Board's approval of the Portage County Vision Plan 2022 to 2032. It's a living document or a guide, that was based on community members from around the county, different Townships and Villages, and we also included the staff and other department's staff, and the cities. The plan was sent to the non-county agencies asking for feedback and we received a decent amount. So we incorporated all of that and created a series of goal statements against the living documents because a Vision Plan is meant to be updated every so often as things change quickly. We also did a 2 month community survey and asked the public what they liked about Portage County, and what they would like to see changed.

On page 9, the first goal is the quality of life, and based on the quality of life issues, we have health and happiness and providing opportunities, but we created themes and the types of themes would include education, workforce, recreation, housing, diversity, infrastructure improvements, social equity, community arts, and entertainment. We also have highlighted areas such as maintaining our rural character, promoting Parks and Recreation, enhance job readiness, and based on that, we have our goal statement, and a series of objectives. We already sent out draft goals and objectives to department heads, but we're also working on the implementation table which implements a lot of the information.

On page 10, we discuss communities, so we talk about what are the themes of communities - creating communities that have great live, work, and play opportunities. For example, festivals and community events aren't something the county itself promotes, but we promote them in general. Facebook is the kind of promotion we need.

Moving on to economic, well-being and prosperity – creating vibrant sustainable economic opportunities – making sure we have the infrastructure, redevelopment, retain, attract, grow, and marketing. One thing that we all don't do very well is market our community, and if we did this, the public would understand what we're doing and think may get behind us.

Concerning health and human services - some of the major items were health care, mental health, social services, and senior living, we are aging in place.

Another item is effective communication, we just need to let people know what's happening, how to reach out to the public, how people can reach back to us. A communication plan would be a great thought, but it's just a thought that was mentioned to us as a way to have a process. The way we receive our information has changed and through social media may not be the best way to receive it.

We have the common sense things like the environmental stewardship, preserving our agriculture, our farmland, and maintaining our land, water quality, and habitat.

We also talk about excellent service delivery, this is something that would be more county related as to how we handle our infrastructure, fiscal responsibility, efficiency, and innovation.

Director Peetz noted the Vision Plan is on their website and they will send it over for our website, as well. Updates are recommended to be done between 3-5 years for a Vision Plan and the Comp Plan is 5-7-10 years.

Journal Entry:

1. The Board of Commissioners approves the 2032 Vision Plan as a living document to guide the future of Portage County as presented by Director Todd Peetz, Regional Planning Commission.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Commissioner Christian-Bennett, Yea;

Motion Carries

MISCELLANEOUS ITEMS:

Journal Entries:

1. The Board of Commissioners authorized Commissioner Sabrina Christian-Bennett President of the Board to sign the Ohio Public Works Commission Appendix E Disbursement Request Form and Certification No. 3 for the OPWC Project No. DGY11 Hartville Road Resurfacing Project, as presented by the County Engineer's Office.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Commissioner Christian-Bennett, Yea;

Motion Carries

2. The Board of Commissioners acknowledged receipt of the November 28, 2022 Certificate of the County Auditor that the Total Annual Appropriations from each fund **DOES EXCEED** the Amended Official Estimate of 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 received the November 29, 2022, Amended Certificate of Estimated Resources for the year beginning January 1, 2022, as submitted by the Portage County Budget Commission.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Resolutions:

1. The Board of Commissioners confirms the Appointment of John Scott Hamilton to the Portage County Port Authority Board./Resolution No. 22-0708
2. The Board of Commissioners confirms the Reappointment of Audrey Kessler to the Portage County Board of Building Appeals./Resolution No. 22-0709

GRANTS ADMINISTRATOR

Present: Hope Bonos

Discussion:

1. ARPA Update

Ms. Bonos provided the following update on completed projects as follows:

- The UVC bulbs for the Office of Homeland Security and Emergency Management
- Software for the Building Department
- Cybersecurity upgrades for the County's IT department
- Recycling trucks for Solid Waste

In progress:

- Construction of the new EOC for the Office of Homeland Security and Emergency Management
- Broadband project
- Water Resource projects
- Consulates for the Sheriff's Office Dispatch Center

We were considering using ARPA funds for the construction of three MARCs towers, but we're no longer using ARPA funds for that project due to the restrictive nature of Federal requirements. The Federal Uniform Guidance prevents the County from quickly disposing of the MARCs towers to the State of Ohio and we've received legal counsel confirmation.

CARES vs. ARPA

CARES was a direct response to the public health emergency and addressed medical and public health needs. Regulations on CARES funding weren't as strict as ARPA.

ARPA is intended to provide support to communities, households, small businesses, and industries that've been hit hardest by the crisis. It's also intended to make necessary investments in water, sewer, and broadband infrastructure. ARPA reporting requirements are more involved than CARES and we are responsible for ARPA money after it's been distributed due to Federal guidance. Federal and state law both indicate that Counties must maintain a

contract administrative system for oversight of contract compliance and the County is responsible for following all of the money we're giving out.

Commissioner Kline asked how you control something like that and Ms. Bonos replied that we've started the process by receiving applications from people, we've gone through a review process, we had legal provide memos for some of the items and once we agree to give money to certain entities, we will have a contract with them. In the end, we are still responsible for filling out a report quarterly with the Department of the Treasury and we need to have information from the entities.

Ms. Bonos went on to say that Bricker, and Eckler have a two-prong approach as to how people have incurred such harm, and then how the harm is related to COVID? If they qualify under those two items, that's where the buckets come into play if it's public health-related or if it's infrastructure-related.

They also have to follow procurement guidance, as well and we're responsible if they don't because we will then have to use taxpayers' money to pay that back.

Commissioner Badalamenti asked how would you make someone do that? I understand the process but I don't understand how the County could do that and Commissioner Christian-Bennett asked what, if any, recourse does the County have if someone didn't follow the contract? Commissioner Kline noted it would fall back on the County and Ms. Bonos stated it does fall back to the County according to Federal law.

Administrator Crombie noted ultimately, we cannot make them do anything, quite honestly, so we have very little control over that. What we could do is hire an accounting firm, but along with that is how much money do we want to spend to be able to give money away? There are accounting firms out there that can go out and work with the non-profits because we're not accounting experts. We will do the absolute best that we possibly can, but there may need to be someone that can monitor the situation much better than we can and know exactly what they're looking for.

Commissioner Christian-Bennett has received several articles from the Counties that have provided funding to nonprofits and she also received a list of accounting firms that specifically monitor. It's one thing if we get a legal opinion that says we can't fund a program, it's another when we put this out there and say we don't have the staffing and we don't have the ability to track it, so we're just going to do away with it. That was my concern. I talked to CCAO and John Carmack said here's the list of the accounting people that will oversee it and track it, because there is such a huge need and we have time, we have until 2024. We've spent \$33,000 on Bricker and Eckler, how much of that amount went for internal purposes for ARPA funding verses non-profits.

Administrator Crombie noted the former Grants Administrator didn't touch any of the non-profits and I don't know at what point we got up to \$33,000 but I will check into it. Ms. Bonos received an email yesterday from Bricker and Eckler saying that our bill for services from November is

about \$8,800 and the majority of that is nonprofits and then the October charges were around \$7,700ish.

Commissioner Christian-Bennett mentioned even if we spent \$25,000 on accounting out of a million, we can still take the money for the accounting firm from ARPA and have it tracked by an accounting firm that specializes in that. I'll share with you some of the articles that show Counties doing great things for the outside agencies with ARPA money such as the food banks or housing that we are allowed to do and it fits within that small guideline.

Commissioner Badalamenti stated there's no disagreement, we all want to help the community. I look at this as the County, which has a community, which has organizations within itself. It's all us, no matter which bucket they go into. My concern is that we give you the money and I've got an organization on my mind that I won't say who, you know, I know the organization gave the money has been waiting a year for the information they need, and it doesn't look like that group is doing it. So I don't want us to fall into that category. I'd like to hear (1) how much the accounting firm charges and (2) I want to see from an accounting firm, how the heck you really do this - are you going make phone calls, how do you make an Executive Director responsible to our needs, how do you make sure that our taxpayers don't have to pay this back in two years (3) do they use their staff and how much staff does the accounting firm need to track it?

Administrator Crombie has a meeting next week in Columbus where she will be meeting with many other Administrators and she will inquire how they are doing this and how much have they paid their accounts, etc.

Commissioner Christian-Bennett stated neighboring Counties are distributing funding to non-profits, we just have to find out more information and bring this item back.

Administrator Crombie noted the million dollars was put aside and we were still receiving restrictions as recent as this past July, so things have changed. We want to do as much as we can, but we also want to be a good steward of taxpayer dollars. The amount to hire an accounting firm will be over our threshold of \$10,000, so it will need to go out to bid. Commissioner Christian-Bennett pointed out our threshold is \$50,000, it's over the Federal threshold.

Administrator Crombie explained that we are here to help and we want to help by getting this money out, but I would not budget anyone anytime soon because we have until the end of 2024 to distribute funding.

Resolutions:

1. Authorize grant application to the Ohio Department of Natural Resources Division of Watercraft Marine Patrol Assistance Grant Program in the Amount of \$21,164.06 with a local match for the Portage County Sheriff's Office./Resolution No. 22-0704

2. Accept the 2022-2023 Crime Victim's Assistance Office of the Attorney General of Ohio (Continuation Program) Grant for the Portage County Prosecutor./Resolution No. 22-0705
3. Authorize grant application in the amount of \$27,074.00 to the Office of Criminal Justice Services grant fund program for the Portage County Common Pleas Court./Resolution No. 22-0706

REGIONAL PLANNING COMMISSION

Present: Lisa Reeves

Discussion:

1. Target of opportunity CARES Grant Extension Request

Ms. Reeves indicated that the CARES grant was received in April of this year and due to the time that it's taken to get everything pulled together, the project went out to bid yesterday and we have a contractor.

The grant is for Family and Community Services for flooring and HVAC updates in their rental buildings. The grant was only good for a year, but the grant agreement was dated back in December 2020 and there was a little mishap in the printing of the grant agreement, which is why we didn't get it until April of this year.

I'm asking the state for an extension for another four months to allow sufficient time for the contractor to begin work. The total CARES project is \$214,000. Since the project is in the Commissioners' name, we won't release the money to the contractors so as to ensure they follow proper procurement procedures. Additional information will follow.

Journal Entries:

1. The Board of Commissioners authorized Commissioner Sabrina Christian-Bennett to sign the Finding of Exemption for the Streetsboro Senior Public Services project as presented by the Regional Planning Commission.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

Resolutions:

1. The Board of Commissioners' Accept the Ohio Development Services Agency, Office of Community Development for the 2022 CDBG Community Development Allocation Program Funds./Resolution No. 22-0707

Commissioner Christian-Bennett asked about the future of CDBG monies and Ms. Reeves replied there was talk about the program going away, however, we received a letter saying they were going to have it for next year, but we are not eligible next year, but additional information will be coming.

Recess: 10:26 AM
Reconvened: 11:00 AM

Commissioner Christian-Bennett stated the Board will not be meeting next week, so the next and final meeting of the year will be held on Thursday, December 15, 2022.

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RESOLUTION NO. 22-0691 - RE: TRANSFER FROM FUND 0001, GENERAL FUND TO FUND 1410, PUBLIC ASSISTANCE FUND

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

- WHEREAS,** the Portage County Board of Commissioners are mandated to provide payment of the county share of public assistance expenditures in accordance with section 5101.161 of the Ohio Revised code; and
- WHEREAS,** it is necessary to do a transfer of the mandated share funds from the General Fund; now therefore be it
- RESOLVED,** that the following transfer of funds be made in the amount of \$29,187.98 for the month of December 2022 as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 0001, COUNTY GENERAL FUND

ORGCODE - 00100009

Debit Expense Account

Object: 910000 – Transfer Out \$29,187.98

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Credit Revenue Account

Object: 280000 – Transfer In

Project: NONE \$29,187.98

; 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

Roll Call Vote as Follows:

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

RESOLVED, that the following transfer of funds be made in the amount of \$24,736.88

; and be it further

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

RESOLVED, that the County Auditor is hereby requested to make said transfer by

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.

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

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RESOLVED, that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, Department of Budget and Financial Management & County Administrator; 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 22-0695 - RE: AGREE TO ACCEPT THE SURETY BOND
DECREASE RIDER FOR CONSTRUCTION OF
STREET, STORM SEWER AND DRAINAGE
IMPROVEMENTS FOR THE GERMAINE RESERVE
PHASE II SUBDIVISION IN FRANKLIN TOWNSHIP.**

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

WHEREAS, Portage County Board of Commissioners Resolution 22-0058, this Board agreed to accept the Surety Bond and Performance Agreement for the construction of street, storm sewer and drainage improvements for the Germaine Reserve Phase II Subdivision in Franklin Township, Portage County, Ohio, in the full and just sum of Nine Hundred Forty One Thousand Eight Hundred and 81/100 Dollars (\$941,800.81) for the benefit of Portage County; and

WHEREAS, Portage County Subdivision Regulations § 512.2, the amount of any surety bond may be reduced at times and in amounts deemed appropriate by the county engineer; now therefore be it

RESOLVED, that, upon the recommendation of the Portage County Engineer and the Portage County Prosecutor's Office, the Board of Portage County Commissioners does hereby agree to accept the Surety Bond decrease rider for the construction of street, storm sewer and drainage improvements for the Germaine Reserve Phase II Subdivision in Franklin Township; and be it further

RESOLVED, that said Surety bond is between Newcomer Partners, LLC

(owner/developer) and Ohio Farmers Insurance Company, decreased to the penal sum of Seven Hundred Twenty Five Thousand Five Hundred Sixty Three and 13/100 Dollars (\$725,563.13) for the benefit of Portage County; and be it further

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

Roll Call Vote as Follows:

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

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**RESOLUTION NO. 22-0696 - RE: AUTHORIZE THE PORTAGE COUNTY
ENGINEER TO ACCEPT CURRENT
STATEMENTS OF QUALIFICATION FROM
DESIGN FIRMS SEEKING TO PROVIDE
PROFESSIONAL SERVICES DURING THE
YEARS 2023 AND 2024.**

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

WHEREAS, the Portage County Engineer wishes to maintain a file of pre-qualified design firms seeking to provide professional services during the years 2023 and 2024; and

WHEREAS, the Portage County Engineer, as per ORC 153.68, has instituted pre-qualification requirements for design firms seeking to provide professional services; now therefore be it

RESOLVED, that Board of Portage County Commissioners authorizes the Portage County Engineer to accept current statements of qualification from design firms seeking to provide professional services during the year 2023 and 2024; and be it further

RESOLVED, that an announcement requesting statements of qualification will be posted on the Ohio Department of Transportation website, 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. 22-0697 - RE: ACCEPT CONTRACT CHANGE ORDER NO. 1 AND FINAL TO THE CONSTRUCTION AGREEMENT BETWEEN THE BOARD OF PORTAGE COUNTY COMMISSIONERS AND CHAGRIN VALLEY PAVING, INC. FOR THE PROJECT KNOWN AS THE 2021 HARTVILLE ROAD (CH 69, SECTIONS G-H) RESURFACING PROJECT, PORTAGE COUNTY, OHIO.

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

WHEREAS, Resolution 21-0506 accepted and awarded the bid of Chagrin Valley Paving, Inc. for furnishing all labor, materials, and equipment necessary to complete the project known as the **2021 Hartville Road Resurfacing Project**, in Portage County, and

WHEREAS, a contract was entered into with Chagrin Valley Paving, Inc. in the total amount of \$523,703.00, and

WHEREAS, modifications to the project specifications resulted in a cost decrease, now therefore be it

RESOLVED, that the Board of Portage County Commissioners do hereby accept Contract Change Order No. 1 and Final to the construction contract with Chagrin Valley Paving, Inc. covering the **2021 Hartville Road Resurfacing Project**, and be it further

RESOLVED, that this Contract Change Order decreases the contract between Chagrin Valley Paving, Inc., and Portage County by \$54,349.80 to **\$469,353.20**, and be it further

RESOLVED, that the Board of Portage County Commissioners authorizes the execution of said Contract Change Order between Chagrin Valley Paving, Inc., and

Portage County; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in 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. 22-0698 - RE: ACCEPT PROPOSAL OF MS
CONSULTANTS, INC. AND ENTER INTO
AGREEMENT FOR PROVIDING
PROFESSIONAL CONSTRUCTION
ADMINISTRATION SERVICES FOR THE
PROJECT KNOWN AS HANKEE ROAD
CULVERT REPLACEMENT, IN PORTAGE
COUNTY.**

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

WHEREAS, Resolution 22-0239 authorized the announcement of the request for proposals for professional construction administration services for the project known as Hankee Road Culvert Replacement in Portage County, and

WHEREAS, the Portage County Board of Commissioners authorized the Portage County Engineer, by Resolution No. 22-0311, to enter into contract negotiations between the Portage County Commissioners and MS Consultants, Inc. to provide professional construction administration services for said project; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby accept the proposal of MS Consultants, Inc. and authorizes the Portage County Engineer to enter into an engineering agreement for providing professional construction administration services for the project known as Hankee Road Culvert Replacement; and be it further

RESOLVED, that said professional services will be performed by MS Consultants, Inc., 333 East Federal Street, Youngstown, Ohio 44503 at a cost of \$67,566.00; 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.

Roll Call Vote as Follows:

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

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RESOLUTION NO. 22-0699 - RE: AGREE TO ACCEPT THE SURETY BOND AND PERFORMANCE AGREEMENT FOR CONSTRUCTION OF SANITARY SEWER AND/OR WATER FACILITIES FOR THE BECK ROAD SEWER & WATERLINE EXTENSION TO SR 44 – PHASE 1 & PHASE 2, PROJECT NO. MV-1 22-040-P IN SHALERSVILLE TOWNSHIP.

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

RESOLVED, that, upon the recommendation of Portage County Water Resources and the Portage County Prosecutor's Office, the Board of Portage County Commissioners does hereby agree to accept the Surety Bond and the Performance Agreement for the construction of sanitary sewer and/or water facilities for the Beck Road Sewer & Waterline Extension To SR 44 – Phase 1 & Phase 2 in Shalersville Township, and be it further

RESOLVED, that said Surety bond is entered into by Geis Construction, Inc. (General Contractor) and Liberty Mutual Insurance Company (Insurance Company), in the full and just sum of Three Million Three Hundred Sixty One Thousand Eight Hundred Fifty Eight Dollars and Fifty Cents (\$3,361,858.50) to secure the performance guarantee of Shalersville Holdings, LLC (Developer) and for the benefit of Portage County; and be it further

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

Roll Call Vote as Follows:

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

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**RESOLUTION NO. 22-0700 - RE: AMEND RESOLUTION NO. 22-0661 DATED
NOVEMBER 8, 2022; PLANS,
SPECIFICATIONS AND ESTIMATE OF COST
FOR PROJECT NO. BR-2 (22-100), 2022
SANITARY SEWER MAINTENANCE
PROGRAM (BRIMFIELD), IN THE PORTAGE
COUNTY REGIONAL SEWER DISTRICT,
PORTAGE COUNTY, OHIO.**

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

- WHEREAS,** this Board by Resolution No. 74-78, adopted April 11, 1974, established Portage County Regional Sewer District, hereinafter called the "SEWER DISTRICT"; and
- WHEREAS,** this Board by Resolution 22-0661 adopted, November 8, 2022, authorization to prepare plans, specifications and estimate of cost for the Project No. BR-2 (22-100), "2022 Sanitary Sewer Maintenance Program (Brimfield)" referred to as the "PROJECT"; and
- WHEREAS,** the PROJECT is necessary because of the volume of Inflow and Infiltration (I&I) found in the Portage County Sanitary Sewers causing sanitary sewer overflows, increasing operating costs and decreasing capacity for new customers; and
- WHEREAS,** the PROJECT will identify specific areas of highest flows and design a Program to mitigate I&I to reduce operating costs, occurrences of sanitary sewer overflows and restore capacity in the sanitary sewer collection systems; and
- WHEREAS,** the PROJECT is essential to maintaining and operating a reliable wastewater collection system; and
- WHEREAS,** there was an error that stated the PROJECT has been approved for a \$500,000 grant sourced from the American Rescue Plan Act (ARPA)40 as directed and approved from the Board of Commissioners. The actual amount of the approved grant from the American Rescue Plan Act (ARPA)40 as directed and approved from the Board of Commissioners was in the amount of \$600,000; and be it further

- RESOLVED,** by the Board of Commissioners of Portage County, Ohio:
- RESOLVED,** that said authorization to prepare plans, specifications and estimate of cost for said PROJECT is hereby given.
- RESOLVED,** that the Clerk of this Board is hereby directed to certify a copy of this Resolution to the Department of Budget and Financial Management and the Auditor's office within 15 days after its passage.
- RESOLVED,** that it is hereby found and determined 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 that all deliberations of this Board and of 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. 22-0701 - RE: ENTER INTO AN AGREEMENT WITH DELTA DENTAL OF OHIO FOR VOLUNTARY GROUP DENTAL INSURANCE FOR 2023.

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 is desirous to provide voluntary dental insurance coverage for County employees and their families who elect such coverage, the cost of which is paid by the employees; and
- WHEREAS,** Delta Dental of Ohio is both qualified and interested in providing said voluntary employee dental insurance coverage; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners enters into an agreement with Delta Dental of Ohio, Fifth Third Center, Suite 2600, 600 Superior Ave., Cleveland, OH 44114, to provide voluntary dental insurance coverage for all permanent full-time County employees who elect such coverage for the period January 1, 2023 through December 31, 2025; 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. 22-0702 - RE: APPROVING THE PLANS, SPECIFICATIONS
AND ESTIMATE OF COST, AND SETTING
THE DATE AND TIME FOR ACCEPTANCE
OF BIDS FOR THE CONSTRUCTION OF
PROJECT NO. BR-2 (22-100), 2022
SANITARY SEWER MAINTENANCE
PROGRAM (BRIMFIELD), IN THE PORTAGE
COUNTY REGIONAL SEWER DISTRICT,
PORTAGE COUNTY, OHIO.**

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

- WHEREAS,** this Board by Resolution No. 74-78, adopted April 11, 1974, established Portage County Regional Sewer District, hereinafter called the "SEWER DISTRICT"; and
- WHEREAS,** pursuant to authorization by this Board contained in Resolution 22-0661 adopted, November 8, 2022, the County Water Resources has caused to be prepared and submitted for approval plans, specifications and estimate of cost for Project No. BR-2 (22-100), "2022 Sanitary Sewer Maintenance Program (Brimfield)" referred to as the "PROJECT"; and
- WHEREAS,** the PROJECT is necessary because of the volume of Inflow and Infiltration (I&I) found in the Portage County Sanitary Sewers causing sanitary sewer overflows, increasing operating costs and decreasing capacity for new customers; and
- WHEREAS,** the PROJECT will identify specific areas of highest flows and design a program to mitigate I&I to reduce operating costs, occurrences of sanitary sewer overflows and restore capacity in the sanitary sewer collection systems; now therefore be it
- WHEREAS,** the PROJECT is essential to maintaining and operating a reliable wastewater collection system; now therefore be it

- RESOLVED,** by the Board of Commissioners of Portage County, Ohio:
- RESOLVED,** that said authorization to prepare plans, specifications and estimate of cost for said PROJECT is hereby given.
- RESOLVED,** that sealed bids, therefor will be accepted by the Portage County Director of Internal Services, South Chestnut Entrance, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio, until 2:00 p.m. (E.S.T) on Wednesday, January 25, 2023.
- RESOLVED,** that the Notice of receiving bids shall be posted in the Record Courier on January 3, 2023, and January 9, 2023. This advertisement for bids can also be found on Portage County's website at: www.co.portageco.oh.us under county bid notices; and be it further
- RESOLVED,** that that the Clerk of this Board is hereby directed to certify a copy of this Resolution to the County Auditor, Internal Services and the Department of Budget and Financial Management; and be it further
- RESOLVED,** by the Board of Commissioners of Portage County, Ohio:
- RESOLVED,** that the Clerk of this Board is hereby directed to certify a copy of this Resolution to the Department of Budget and Financial Management and the County Auditor within 15 days after its passage.
- RESOLVED,** that it is hereby found and determined 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 that all deliberations of this Board and of 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. 22-0703 - RE: ACCEPT AND AWARD THE BID FOR
GENERATOR & AUXILIARY POWER
SERVICES FOR THE WATER RESOURCES
DEPARTMENT.**

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

WHEREAS, bid specifications were requested by ten (10) contractors and two (2) plan houses; and

WHEREAS, one (1) sealed bids for generator and auxiliary power services for the Water Resources Department, were received, tabulated and recorded on November 16, 2022; and

WHEREAS, upon review of the bids received, it is the recommendation of the Director of Internal Services and the Technology Division Manager of the Department of Water Resources that the bid for a generator and auxiliary power services bid be awarded to the lowest and only bidder meeting all the specifications; now therefore be it

RESOLVED, that the Board of County Commissioners does, hereby, award the bid for a generator and auxiliary power service agreement to Buckeye Power Sales Co. Inc., 8465 Tower Dr., Twinsburg OH 44087, at the following rates below:

<u>YEAR</u>	<u>Buckeye Power</u>
<u>2023</u>	\$37,000.00
<u>2024</u>	\$37,000.00
<u>2025</u>	\$37,000.00
<u>2026</u>	\$37,000.00
<u>2027</u>	\$37,000.00
5 Year Total	\$185,000.00
Non-Consumable	
Actual Unit Cost +Markup	10.00%
Costs for future generator units added to Annual/Biannual Maintenance	
A. 0 to 60 KW	
<u>2023</u>	
Annual Maintenance Costs	\$425.00
Semi Annual Maintenance Cost	\$425.00

<u>2024</u>	
Annual Maintenance Costs	\$425.00
Semi Annual Maintenance Cost	\$425.00
<u>2025</u>	
Annual Maintenance Costs	\$425.00
Semi Annual Maintenance Cost	\$425.00
<u>2026</u>	
Annual Maintenance Costs	\$425.00
Semi Annual Maintenance Cost	\$425.00
<u>2027</u>	
Annual Maintenance Costs	\$425.00
Semi Annual Maintenance Cost	\$425.00
B. 61 KW to 125 KW	
<u>2023</u>	
Annual Maintenance Costs	\$475.00
Semi Annual Maintenance Cost	\$475.00
<u>2024</u>	
Annual Maintenance Costs	\$475.00
Semi Annual Maintenance Cost	\$475.00
<u>2026</u>	
Annual Maintenance Costs	\$475.00
Semi Annual Maintenance Cost	\$475.00
<u>2026</u>	
Annual Maintenance Costs	\$475.00
Semi Annual Maintenance Cost	\$475.00
<u>2027</u>	
Annual Maintenance Costs	\$475.00
Semi Annual Maintenance Cost	\$475.00

C. 126 KW to 400 KW	
<u>2023</u>	
Annual Maintenance Costs	\$525.00
Semi Annual Maintenance Cost	\$525.00
<u>2024</u>	
Annual Maintenance Costs	\$525.00
Semi Annual Maintenance Cost	\$525.00
<u>2025</u>	
Annual Maintenance Costs	\$525.00
Semi Annual Maintenance Cost	\$525.00
<u>2026</u>	
Annual Maintenance Costs	\$525.00
Semi Annual Maintenance Cost	\$525.00
<u>2027</u>	
Annual Maintenance Costs	\$525.00
Semi Annual Maintenance Cost	\$525.00
D. 401 KW and above	
<u>2023</u>	
Annual Maintenance Costs	\$840.00
Semi Annual Maintenance Cost	\$840.00
<u>2024</u>	
Annual Maintenance Costs	\$840.00
Semi Annual Maintenance Cost	\$840.00
<u>2025</u>	
Annual Maintenance Costs	\$840.00
Semi Annual Maintenance Cost	\$840.00
<u>2026</u>	

Annual Maintenance Costs	\$840.00
Semi Annual Maintenance Cost	\$840.00
<u>2027</u>	
Annual Maintenance Costs	\$840.00
Semi Annual Maintenance Cost	\$840.00
Repair Costs During Normal Operational Hours	
<u>2023</u>	
Price//Hr.	\$145.00
<u>2024</u>	
Price//Hr.	\$146.00
<u>2025</u>	
Price//Hr.	\$147.00
<u>2026</u>	
Price//Hr.	\$148.00
<u>2027</u>	
Price//Hr.	\$150.00
Emergency Services During Normal Operational Hours	
<u>2023</u>	
Price//Hr.	\$217.50
<u>2024</u>	
Price//Hr.	\$217.50
<u>2025</u>	
Price//Hr.	\$220.00
<u>2026</u>	
Price//Hr.	\$222.00
<u>2027</u>	
Price//Hr.	\$225.00
Emergency Services During Non-Normal Operational Hours:	
<u>2023</u>	
Price//Hr.	\$217.50
<u>2024</u>	
Price//Hr.	\$217.50

<u>2025</u>	
Price//Hr.	\$220.00
<u>2026</u>	
Price//Hr.	\$222.00
<u>2027</u>	
Price//Hr.	\$225.00

; and be it further

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. 22-0704 - RE: AUTHORIZE GRANT APPLICATION TO THE
OHIO DEPARTMENT OF NATURAL
RESOURCES DIVISION OF WATERCRAFT
MARINE PATROL ASSISTANCE GRANT
PROGRAM IN THE AMOUNT OF \$21,164.06
WITH A \$7,054.69 LOCAL MATCH FOR THE
PORTAGE COUNTY SHERIFF'S OFFICE**

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

WHEREAS, Section 1547.67 of the Ohio Revised Code establishes a grant in-aid program for financial assistance to political subdivisions engaged in recreational boating law enforcement; and

WHEREAS. the Portage County Board of Commissioners strongly supports the concept of recreational boating law enforcement to monitor area lakes; and

WHEREAS. the Portage County Sheriff began the Watercraft Marine Patrol Program utilizing deputies that were already employed by Portage County. The Commissioners note that this program will not replace the State of Ohio's

responsibility for law enforcement on Portage County lakes; now therefore be it

RESOLVED, that the Portage County Board of Commissioners authorizes the Portage County Sheriff to submit the Ohio Department of Natural Resources Division of Watercraft Marine Patrol Assistance Grant Application for January 1, 2023 to December 15, 2023 in the amount of \$21,164.06 from the Waterways Safety Fund. **The necessary local match of \$7,054.69 will be provided from the County General Fund,** for a total grant award of \$28,218.75. A contractual service agreement is dependent upon approval of this grant application. Continuation of the program after fiscal 2023 is dependent upon receipt of future State funding; and be it further

RESOLVED, that a copy of this resolution will be filed with the Grant Administrator, Portage County Auditor's Office, Portage County Department of Budget & Financial Management, and the Portage County Sheriff's Department; 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. 22-0705 - RE: ACCEPT THE 2022-2023 CRIME VICTIM'S ASSISTANCE OFFICE OF THE ATTORNEY GENERAL OF OHIO (CONTINUATION PROGRAM) GRANT FOR THE PORTAGE COUNTY PROSECUTOR.

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 agrees to accept the Attorney General's VOCA grant which would fund six (6) full-time positions:

1. Administrative Assistant in the notification program
2. Advocate position for Juvenile/Kent courts
3. Advocate position for Common Pleas Court #1/ Program Director
4. Advocate position for Common Pleas Court #4

5. Advocate position for Ravenna Municipal Court A
6. Advocate position for Ravenna Municipal Court B

WHEREAS, the Portage County Board of Commissioners fully supports the Portage County Prosecutor's Office in its efforts to support the Victims of crime in Portage County: now therefore be it

WHEREAS, the state has instituted an electronic process for the VOCA/SVAA grant award documents; now therefore be it

RESOLVED, the Board of the Portage County Commissioners does hereby agree to accept the Crime Victims' Assistance office of the Attorney General of Ohio's VOCA grant award on behalf of the Portage County Prosecutor's office, for \$104,609 with general fund match of \$20,921.80, and a one (1) time transfer from the General Fund in the amount of \$329,859.50 to cover additional program costs, for a project total of \$455,390.30, and the SVAA grant award of \$10,156.68, with no local match, for the period of October 1, 2022 through September 30, 2023: and be it further

RESOLVED, that a certified copy of this resolution be filed with the Portage County Department of Budget and Financial Management, Portage County Grant Administrator, the Portage County Prosecutor's Office of Victim Assistance and the Portage County Auditor's Office; and be it further

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

Roll Call Vote as Follows:

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

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**RESOLUTION NO. 22-0706 - RE: AUTHORIZE GRANT APPLICATION IN THE
AMOUNT OF \$27,074.00 TO THE OFFICE OF
CRIMINAL JUSTICE SERVICES GRANT
FUND PROGRAM FOR THE PORTAGE
COUNTY COMMON PLEAS COURT.**

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

- WHEREAS,** the Portage County Common Pleas Court/Adult Probation is seeking ways to streamline case processing by adding check-in kiosks to meet the Court's current needs; and
- WHEREAS,** the Office of Criminal Justice Services Grant Fund Program is providing funds to help reduce backlogs for Ohio court applicants; and
- RESOLVED,** that the Portage County Board of Commissioners authorizes the Portage County Common Pleas Court to submit the Office of Criminal Justice Services Grant Fund Grant Application in the amount of \$27,074.00, which does not require a local match; 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, the Grant Administrator, and the Portage County Common Pleas Court; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public in compliance and accordance with the law including Section 121.22 of the Ohio Revised Code.

Roll call as Follows:

Vicki A. Kline, Yea;	Sabrina Christian-Bennett, Yea;	Anthony J. Badalamenti, Yea;
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RESOLUTION NO. 22-0707 - RE: ACCEPT THE OHIO DEVELOPMENT SERVICES AGENCY, OFFICE OF COMMUNITY DEVELOPMENT FOR THE 2022 CDBG COMMUNITY DEVELOPMENT ALLOCATION PROGRAM FUNDS

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

WHEREAS, the Board of Portage County Commissioners adopted Resolution 22-0371 on June 9, 2022 and approved the filing of an application for the 2022 CDBG Community Development Allocation Program funds in the amount of \$630,000; and

- RESOLVED,** the Board of Portage County Commissioners accepts the 2022 CDBG Community Development Allocation Program funds in the total amount of Six Hundred Thirty Thousand Dollars (\$630,000); and be it further
- RESOLVED,** that the grant period begins September 1, 2022 and ends October 31, 2024; and be it further
- RESOLVED,** Portage County agrees to comply with all State and Federal Regulations and Guidelines in the administration and implementation of these funds and designate the President of the Portage County Board of Commissioners, or his/her designee, as the Chief Elected Official to sign all necessary documents in connection with this grant; and be it further
- RESOLVED,** the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll Call Vote as Follows:

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

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**RESOLUTION NO. 22-0708 - RE: APPOINTMENT OF JOHN SCOTT HAMILTON
TO THE PORTAGE COUNTY PORT
AUTHORITY BOARD**

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

- WHEREAS,** the Board of Commissioners created the Portage County Port Authority within the County of Portage, in the State of Ohio, pursuant to Sections 4582.21 *through* Section 4582.59 of the Ohio Revised Code by adopting Resolution 02-0372 on April 9, 2002;
- WHEREAS,** this Board shall be comprised of eight (8) members who shall be appointed by the Portage County Board of Commissioners for a four (4) year term; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners does hereby make the following appointment to serve on the Board beginning January 1, 2023 and expiring December 31, 2026:

Name	Expiration Date
John Scott Hamilton	December 31, 2026

; 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. 22-0709 - RE: REAPPOINTMENT OF AUDREY KESSLER
TO THE PORTAGE COUNTY BOARD OF
BUILDING APPEALS**

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

WHEREAS, the Portage County Board of Building Appeals is organized for the purposes of hearing variances from the Residential Code of Ohio, the Portage County Flood Damage Reduction Regulations, and any other decision of the Department Director / Building Official, over which this Board may have jurisdiction under Ohio law, and

WHEREAS, the Portage County Board of Commissioners Resolution No. 02-0865 created the by-laws of the Portage County Board of Building Appeals specifying the make-up of membership, terms of office for each member, determination of quorum, etc.; now therefore be it

RESOLVED, the Portage County Board of Commissioners hereby reappoints the following member to a three (3) year term beginning January 1, 2023 and expiring December 31, 2025;

Audrey Kessler
audck@neo.rr.com

; 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. 22-0710 - RE: ENTER INTO AN AMENDMENT NO. 1 FOR
PROFESSIONAL LEGAL SERVICES
BETWEEN THE PORTAGE COUNTY BOARD
OF COMMISSIONERS AND BRICKER &
ECKLER LLP.**

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

WHEREAS, the Board of Portage County Commissioners entered into an agreement on March 3, 2022 via resolution no. 22-0159 and has determined that there is a need to continue legal services as to the County's receipt and eligible use of the American Rescue Plan Act – Local Fiscal Recovery Fund allocation; and

WHEREAS, Bricker & Eckler LLP attorneys at law are licensed to practice law in the State of Ohio and have agreed to provide continued services; and now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into amendment no. one to continue professional services legal by and between the Board of Commissioners and Bricker & Eckler LLP, and that the actual time required to perform legal and professional services at the hourly rates based on the experience levels of the professionals providing the services, plus all reasonable out of pocket expenses in the

amount not to exceed an additional Twenty-five thousand and 00/100 dollars (\$25,000.00) for services performed; and be it further

RESOLVED, that the initial term of the agreement shall be extended to continue until December 31, 2023; and be it further

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

Roll call as Follows:

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

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**RESOLUTION NO. 22-0711 - RE: AWARD THE SALE OF REAL PROPERTY
OWNED BY PORTAGE COUNTY LOCATED
IN RAVENNA TOWNSHIP.**

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

WHEREAS, parcels 29-307-00-00-011-000 and 29-307-00-00-012-000 in Ravenna Township were declared unused/excess property by the Board of Portage County Commissioners through 22-0636, and offered for sale in accordance with requirements established by the Ohio Revised Code to be sold to the highest responsible bidder; and

WHEREAS, the Board of Commissioners set a minimum bid of Two hundred thousand and 00/100 dollars (\$200,000.00); and

WHEREAS, one (1) sealed bid was received, opened, read aloud and tabulated by the Internal Services Department on November 30, 2022 at 2:00 p.m. (E.S.T.), and

WHEREAS, as the only bid received of Two hundred and five thousand dollars (\$205,000.00) exceeded the minimum set by the Board of Commissioners, it is the recommendation of the Director of Internal Services that the following bid be accepted as the best bid received and that the real property be sold to;

Doug O'Bryan
PO Box 2513
Stow OH 44224

; now therefore be it

RESOLVED, that the Board of County Commissioners does hereby award the sale of parcel 29-307-00-00-011-000 and 29-307-00-00-012-000 in Ravenna Township to Doug O'Bryan; 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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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 24, 2022 bills/ACH payments, wires, journal vouchers and then & now's, as applicable, contingent upon the verification of the reports as presented by the County Auditor and reviewed by the Department of Budget and Financial Management.

Motion: **Commissioner Badalamenti**

Seconded: **Commissioner Kline**

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

Motion Carries

Expenditure Review		
County Funds: (0001 – 8399)		
Bill Payment and ACH list totaling:		
Bill Payment list	\$1,174,845.79	(Includes late fees of: \$0)
ACH/Neil Group of	\$20.00	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$0	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$0	
Journal Vouchers totaling:	\$337,555.80	
Then and Now list totaling:	\$426,788.89	
Debt Service wire list:	\$2,180,668.75	
BWC Wires:	\$0	

2. Process the November 24, 2022 budget amendments as reviewed and recommended by the Department of Budget and Financial Management.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

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

3. Accept the resignation of Lisa Sanchez, Eligibility Specialist with Public Assistance Division, for the Portage County Job and Family Services effective November 14, 2022

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

4. Authorize the three-day internal posting of a bargaining position, Eligibility Specialist with Public Assistance Division, for the Portage County Job and 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

5. Accept the resignation of Kelli Connell, Program Manager with Group Home, for the Portage County Job and Family Services effective December 1, 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 non-bargaining position, Program Manager with Group Home, for the Portage County Job and 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. Agree to approve an internal promotion and wage increase for John Adams, promoted to Collection System Mechanic for Portage County Water Resources, effective November 28, 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

8. Agree to approve an internal promotion and wage increase for Jay Barett, promoted to Collection System Mechanic for Portage County Water Resources, effective November 28, 2022.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

9. Rescind the recommendation to hire Chris Alderman for the Water Treatment Operator for Water Resources Department and authorize the reposting of this position.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

10. Authorize the hire of Brittney Dye, Peer Recovery Specialist, replacing Bridget Stuntz, 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

11. Authorize the hire of Jaclyn Petty, Budget & Finance Director, replacing Joe Harris, in Portage County Department of Budget and Finance Management. 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

12. Authorize the creation of the Water Chief Operator position and approve the respective job description. Agree to authorize the seven-day internal posting of the full time Water Chief Operator for Portage County Water Resources with external posting if no internal appointment is made.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

13. Authorize the hire of Kim McClendon, Public Information Officer, replacing Sarah Taylor, in Portage County Department of Job & Family Services. Tentative start date is Monday, December 5, 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

14. Authorize the hire of Dawn Wycott McDonald, Child and Adult Protective Services Supervisor, replacing Tonia Duncan Lydic, 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

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

- a. Brian Cormany – November 28, 2022 ~ Water Resource
- b. Rich Gano – November 14, 2022 ~ Water Resource
- c. Heather Echelberry – December 12, 2022 ~ HR Dept
- d. Rebecca Abbott – November 28, 2022 ~ JFS
- e. Donna Fortney – December 31, 2022 ~ JFS

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 authorized Commissioner Sabrina Christian-Bennett to sign the Finding of Exemption for the Streetsboro Senior Public Services project as presented by the Regional Planning Commission.

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 authorized Commissioner Sabrina Christian-Bennett President of the Board to sign the Ohio Public Works Commission Appendix E Disbursement Request Form and Certification No. 3 for the OPWC Project No. DGY11 Hartville Road Resurfacing Project, as presented by the County Engineer's Office.

Motion: Commissioner Badalamenti

Seconded: Commissioner Kline

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

Motion Carries

18. The Board of Commissioners acknowledged receipt of the November 28, 2022 Certificate of the County Auditor that the Total Annual Appropriations from each fund **DOES EXCEED** the Amended Official Estimate of 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 received the November 29, 2022 Amended Certificate of Estimated Resources for the year beginning January 1, 2022 as submitted by the Portage County Budget Commission.

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 hereby approves the 2032 Vision Plan as a living document to guide the future of Portage County as presented by Director Todd Peetz Regional Planning Commission.

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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Motion: by Commissioner Christian-Bennett, seconded by Commissioner Kline that the Board adjourns the Meeting of **December 1, 2022, at 11:12 AM.**

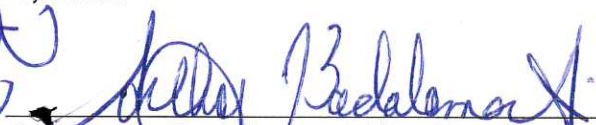
All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Kline, Yea; Commissioner Badalamenti, Yea;

Motion Carries

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of **December 1, 2022.**



Sabrina Christian-Bennett, President



Anthony J. Badalamenti, Vice President



Vicki A. Kline, Board Member



Amy Hutchinson, Clerk