



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, January 26, 2023

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
Anthony J. Badalamenti	President	Present
Sabrina Christian-Bennett	Vice President	Present
Mike Tinlin	Board Member	Present

Also attending throughout the day were County Administrator Michelle Crombie and Bruce Smith.

The Board of Commissioners approves the January 19th regular meeting minutes.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

HUMAN RESOURCES

Present: Director Tami Soltis

1. *Kent State Students*

I attended a virtual classroom at Kent State University to talk to students about an upcoming project at Portage County and 7 students volunteered. The project will be a Welcome to Portage County presentation for new hires to watch during orientation. Once times have been coordinated, I will have them do a meet and greet with the Board and the County Administrator.

In accordance with Section 305.30 of the Ohio Revised Code and this Board's Resolution 21-0396, Part 9(I), the Board of Commissioners acknowledges and approves the County Administrator's approval to:

1. Authorize the hire of Scott Clementz, Operations Manager, in Portage County Water Resources. The tentative start date is Monday, February 13, 2023. The Board of Commissioners agrees that this hire is contingent upon the applicant passing the required pre-employment screenings.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

2. Authorize the hire of Samantha Anderson, Water Treatment Operator, in Portage County Water Resources. The tentative start date is Monday, February 6, 2023. The Board of Commissioners agrees this hire is contingent upon the applicant passing the required pre-employment screenings.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

3. Authorize the creation of the Clerical Specialist position and approve the respective job description and authorize the three-day internal posting of the full-time Clerical Specialist for Portage County Internal Services with external posting if no internal appointment is made.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

4. Approve a revised job description for Design Technician II and Design Technician III for the Portage County Water Resources Department.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

5. Authorize external posting of a non-bargaining position, Personnel & Fiscal Specialist replacing a resigning staff member, for Portage County Water Resources, with external posting if no internal appointment is made.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

GRANTS ADMINISTRATOR

Present: Hope Bonos

Resolutions:

1. Authorize grant application in the amount of \$28,833.34 to the Ohio Bureau of Workers' Compensation Grant Program for the Portage County Internal Services Maintenance Department./Resolution No. 23-0050
2. Authorizing Portage County Solid Waste Management District to file an application to the Ohio Environmental Protection Agency Division of Environmental and Financial assistance to participate in the Ohio EPA Community and Litter Grant Program./Resolution No. 23-0051

DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: Director Jackie Petty

Journal Entries:

1. The Board of Commissioners signed the Satisfaction of Mortgage for Thomas E. Dixon and Sarrah K. Dixon for \$20,000.00 (Instrument No. 201408457) as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget & Finance with no exceptions noted.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

2. Direct the Auditor's Office to pay/process the January 19, 2023 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 Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

Expenditure Review		
County Funds: (0001 – 8399)		
Bill Payment and ACH list totaling:		
Bill Payment list	\$1,061,660.04	(Includes late fees of: \$31.68)
ACH/Neil Group of	\$0	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$686,159.02	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$6,549.14	
Journal Vouchers totaling:	\$3,007.87	
Then and Now list totaling:	\$389,450.68	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

3. Process the January 19, 2023 budget amendments as reviewed and recommended by the Department of Budget and Financial Management.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

Resolutions:

- Transfer from Fund 1201, Motor Vehicle And Gas Tax, to Fund 4255, Old Forge Rd Roundabout./Resolution No. 23-0052
 - This resolution is a mathematical correction to a prior transfer from October that was short funding.

JOB AND FAMILY SERVICES

Present: Director Kellijo Jeffries and Sue Brannon, Budget & Finance Administrator

Discussions:

- November/December JFS Data Report*

On page two, which relates to the Public Assistance Division on our second floor, we saw a reduction in the number of calls that came into our customer service by about 250 calls.

Commissioner Christian-Bennett asked about food assistance on page one and noted it appears it went down quite a bit and Director Jeffries responded we are seeing people successfully transition into employment.

On page four, I wanted to highlight our Ohio Means Jobs work experience program. We have about 115 young people ages 14 to 24 years old who work in our comprehensive case management program (CCMEP) and that program was started by Governor Kasich when he was in office and has been very successful. I wanted to highlight that because I just had a meeting with the new state's Workforce Director and they're going to conduct a study on the CCMEP program to see if we need to enhance it. The goal is to start with younger people first relevant to training and workforce to divert people from having to get onto public assistance, but also supporting young people and career options.

The funds tied to CCMEP allow us to offer summer work opportunities and we can work with a provider to onboard young people and get them connected to employment. We only have so many funds that we're able to offer on our end. The case management piece is good in that program so it's not just employment, they help with tutoring in school and support for families.

On page five, in the Child and Adult Protective Services realm, as of December, we had 168 children in foster care and as of this Monday, the number is 170. I'm going to add a data line here for Adult Protective Services so you have an idea of how many elderly in the community we're serving with our social workers. Around Christmas, we had about 40 open cases with our residents over 65 and sometimes it's abuse or neglect issues, but sometimes it's ensuring there are the right support services in place.

Child Support is the division that's pretty stable and flat-funded, so I rarely report any changes there.

In the Human Resources area, we started the year at 186 and as far as employees are concerned, we made a recommendation to County HR yesterday for a plus one. We interviewed and are continuing to interview this week of about seven candidates. When we came before the board at the end of the year, we were at 207.55, but we didn't include the two new childcare workers.

We would like to come before you in February regarding the administrators' additional needs and it might not necessarily be a recommendation to add staff, but maybe swap some open positions out.

On another note, Commissioner Tinlin stated I took two hours and I reviewed your goals and I was pretty impressed.

2. Update on the end-of-year JFS 2022 Goals

In 2022, we didn't meet all of our goals and if there are goals that we need to abandon for whatever reason, we do, but we try to strive to meet those goals.

The first page of 2022 was the overarching agency goals and two that we didn't get to meet the target was our strategic planning and that was because we didn't get anyone to bid on it. The

second was transportation and we need to do better to see if there are additional funds to help our local transit.

3. *JFS 2023 Goals*

On the 2023 goals, all the administrators worked hard to bring these goals to fruition, the agency-wide goals are on the top page.

4. *New 2023 Agency-Wide Quality Assurance Measures*

We did not meet our mark as far as quality assurance measures by the end of the year, but we have a pilot hybrid telework option in Portage County. One of the conditions the Commissioners agreed to is if we do this, how are you going to measure the outcomes?

We work hard to get these quality assurance measures off the ground and while there are only three items for every individual, it doesn't negate what everyone is required to do. It's a starting point to measure what we're producing and I'm proud of our team for having that. Soon, I'll be able to present some data to you on those things from an individual employee standpoint because they would like to continue this practice as a workforce solution.

They understand that the clients within the community are at the core of all the work we do. Commissioner Christian-Bennett noted teleworking from home is a marketing tool to help you recruit. Director Jeffries explained we are hybrid for 90%, but there are a few positions that interface with the fiscal systems in the County that don't have the option to work from home just from systems, but it's very successful.

Commissioner Christian-Bennett pointed out that Director Jeffries has the largest workforce in the County and when you put agency goals, I like that they truly are goals and you constantly monitor your agency and your staff and your supervision.

Resolution:

1. Transfer from Fund 1414, Child Support Administration, to 1410 Public Assistance Fund./Resolution No. 23-0053
 - This Resolution is our regular shared costs for December for child support.
2. Transfer from Fund 1413, WIA Fund to Fund 1410 Public Assistance Fund./Resolution No. 23-0054

INTERNAL SERVICES

Present: Deputy Director Shannon Kautzman

Discussion:

1. *Project list updates*

Courthouse:

Parking: We're trying to set the bid dates for the parking lot in March 2023.

Main and jail elevators: A meeting has been scheduled with Judge Pittman and Deputy Matt Skilton (who is the head of security), to come up with a game plan when we have to shut down the main elevator because you don't want the public walking through the jail portion.

Riddle Block:

Probate Court Renovation: I'm meeting with the architect on February 7th to get the cost of the whole project.

HVAC Replacement and Roof Replacement: We are going out to bid on both projects on February 22, 2023.

Annex Building:

Elevators: Ms. Kautzman noted the current elevator works so I'm wondering why the elevator needs to be moved to the inside as Job and Family Services has occupancy for the first floor only. The current elevator is a LULA elevator and a ramp will also be installed on the first floor. If they bring the elevator inside, it would be right in the main area.

Commissioner Christian-Bennett pointed out it probably wouldn't be a bad idea to have a rendering of it if we decide in the future to move it to the inside and Ms. Kautzman noted they have an idea of what it would look like and it would still be exposed on the outside, but the entrance would be on the inside./**Hold.**

The HVAC system is 27 years old, and it needs to be replaced, and with that comes an invasion into the childcare space. It probably should be done before they move in, but the bid specs won't be completed for the HVAC before Job and Family Services moves in.

The ramp will be over the \$50,000 threshold, so it will need to go out for bid.

Basement: The basement needs to be dug out to repair the foundation because it leaks. It should have been done last year, but the architect resigned from the job.

Commissioner Christian-Bennett suggests discussing the situation with Director Jeffries and the opening may have to be delayed. Ms. Kautzman will work with Hasenstab on a timeline.

Occupancy: Director Jeffries needed their occupancy and the architect provided the paperwork to her yesterday.

Administration Building:

Elevator Replacement: OTIS came out yesterday to do a site survey because we need a true cost and we do not have to go out to bid because they are on the state contract.

Prosecutor:

Window/Façade: I'm working with the architect because he needs to get the bid specs going so, we can get the windows done. We will need to gain access by going over the building because it's so narrow in the back.

Emergency Operations Center at Station 30:

Water: The water is currently being tested.

Justice Center and Records Center:

Roof Replacements: The roofs should be done by May.

Juvenile Court:

Renovation and Modernization: We are meeting the first week of February to go over the bid specs to discuss the bid date. I am meeting with the Building Department and the architects because they have questions. You cannot do the occupancies all at one time, they're going to have to do partials because they're moving people. I will also need a cost estimate and as soon as we have the meeting, he should be able to provide the cost.

County Engineer:

BUSTR: I talked to Director Townend about this, and she said we're waiting for the closure report and I will contact the company for an update.

2. Fencing at the Sheriff's Office

The Sheriff's Office would like fencing around the Deputies' vehicles located in the back of the Justice Center. The fencing would be installed from the corners of the building around the back area. Ms. Kautzman will contact a fencing company to meet with the Sheriff for an estimate. Commissioner Christian-Bennett pointed out that people also use the Emergency Operations Center for meetings and Ms. Kautzman explained a gate would be installed specifically for that reason. The Board agreed to move forward with a quote for the fence.

3. Concrete pillars at the Sheriff's Office

The Sheriff's Office would like 3 concrete pillars in front of the main entrance and 1 on each side of the building, so a vehicle cannot be driven into the building. Four of the pillars would remain stationary, but the middle post would be removable so they can take it out of the way for deliveries. The cost would be \$16,390 for all 5 pillars and funding is available through the Maintenance budget. The Board agreed to move forward with the request.

4. Landbank Lease

The Landbank's one-year lease is expiring and they would like to continue on a month-to-month basis as they need additional room. The Board agreed to move forward with the request to have a month-to-month lease agreement with the Landbank.

January 11, 2023 (Updates in RED)

RAVENNA COURTHOUSE:

1. Parking - Approved by the City Planning Commission, Estimate \$688,632.00. Architect proceeding with final bid documents. Setting bid dates for March
2. Main & Jail elevators - Elevators now need to be evaluated by the State inspectors. The estimated construction cost is \$654,722.00. meeting with Judge Pittman & Matt Skilton Friday 1/27/23
3. Probate Court renovation. Request to move the clerks to Riddle Block Building. Contractor stated if they relocate it would take 2 months for renovation if not it would take 5 months. Architect's fee is \$33,800.00. meeting with architect 2/7/23

RIDDLE BLOCK BUILDING:

1. Window replacement - estimated construction cost \$875,000.00, arch. fee \$84,200.00. On hold.
2. Masonry restoration - estimated construction cost \$850,000.00 arch. fee \$83,600.00. On hold.
3. HVAC replacement- estimated cost \$180,000.00 arch fee \$45,000.00. Approved by Ravenna Historical Review Committee 7/14/22, field measurements taken 9/12/22. Architect is working on the bid specs. Bid Date 2/22/23
4. Roof replacement- estimated construction cost \$800,000.00, arch. fee \$82,050.00. Approved by Ravenna Historical Review Committee 7/14/22, field measurements taken 9/12/22. Architect is working on the bid specs. Bid Date 2/22/23

ANNEX BUILDING:

1. Annex building proposed recommendations by architect:
 - a. Install new perimeter footer drains and area wells. - Architect working on bid specs. Discuss with BOC
 - b. Remove & replace existing front steps with ADA compliant ramp with steps. Architect preparing cost estimate. Working with Hasenstab as they believe this will need to be bid out. They know we are on a time crunch
 - c. Calculate occupancy for JFS for daycare. Architect working on this
 - d. Remove & replace the existing exterior elevator with a new interior three-stop LULA elevator. Architect preparing cost estimate. Discuss with BOC
 - e. Remove & replace the existing pad-mounted HVAC unit with three furnaces with exterior condensers. Architect preparing cost estimate. Discuss with BOC

ADMINISTRATION BUILDING:

1. PCAB elevator replacement. Covered under a purchasing consortium contract - getting a price quote. - Otis Estimates \$900,000-\$1,000,000. Came out to do a site survey 1/25/23 to get a true cost
2. Auditor request for painting of floor \$28,475.00; request for carpeting \$40,279.67; and new upgrade/renovation to all restroom's (public & employee) and kitchen \$36,418.00. On hold for BOC approval and funding. Total \$105,172.67. On Hold for new Auditor

PROSECUTOR'S WINDOWS/FACADE:

1. Architect's fee \$39,300.00. Construction cost estimate \$300,000.00. Working with Architect on bid specs

EMERGENCY OPERATIONS CENTER:

Construction cost estimate \$4,583,721.75. PO issued for site survey. PO needed for soil borings, \$8,700.00. Meeting with architects and EMA continues Water testing being done currently

JUSTICE CENTER:

1. Roof replacement -Architectural fee \$24,750.00. Awaiting return of signed contracts from contractor. To be done by May

RECORD CENTER:

1. Roof replacement- Architectural fee \$24,750.00 Awaiting return of signed contracts from contractor. To be done by May

JUVENILE COURT:

1. Renovations and Modernization - Architect fee \$24,500.00. Construction cost estimate \$809,451.00. Kick off

meeting scheduled for 11/22/22. Ongoing meeting with Architects. Meeting first week in February to go over Bid Specs and discuss bid date

OLD ENGINEER'S SITE:

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

INTERNAL SERVICES – CONT.

Resolutions:

1. The Board of Commissioners declares obsolete and authorizes the sale of a vehicle by public auction on behalf of the Building Department./Resolution No. 23-0055
2. The Board of Commissioners authorizes the purchase through the State term schedule (STS) 800925, Index No. STS515, of one (1) dump body/snow and ice control truck equipment package – from Concord Road Equipment Manufacturing Inc., for use by the Portage County Engineer./Resolution No. 23-0056
3. The Board of Commissioners approves specifications for bituminous liquids and bituminous materials for use by the Portage County Engineer and set a time and date for receiving bids for the same./Resolution No. 23-0057
4. The Board of Commissioners approves specifications for highway materials for use by the Portage County Engineer and set the time for receiving bids for the same./Resolution No. 23-0058
5. The Board of Commissioners approves specifications for various aggregate materials for use by the Portage County Engineer and set time and receiving bids for the same./Resolution No. 23-0059
6. The Board of Commissioners approves specifications for acrylic water base traffic paint for use by the Portage County Engineer and set a time and date for receiving bids for the same./Resolution No. 23-0060
7. The Board of Commissioners agrees to enter into an agreement with the Environmental Protection Agency Director's Final Findings and Orders for Project No. RV-O (22-090), Foxwood Estates Subdivision Sanitary Sewer Improvements, in the Portage County Regional Sewer District, Ravenna Township./Resolution No. 23-0061
8. The Board of Commissioners authorizes the preparation of plans, specifications, and estimate of cost for project No. RA-3 (22-080), Randolph WWTP Membrane Improvements, in the Portage County Regional Sanitary Sewer District./Resolution No. 23-0062

9. The Board of Commissioners agrees to enter into an agreement with Stericycle, Inc for the provision of a Shred Service Contract./Resolution No. 23-0063
10. The Board of Commissioners approves specifications and sets the bid date for the roof replacement of the Riddle Block Building./Resolution No. 23-0064
11. The Board of Commissioners approves specifications and sets the bid date for the HVAC equipment replacement at the Riddle Block Building./Resolution No. 23-0065
12. The Board of Commissioners agrees to enter into an agreement with Neighborhood Development Services, Inc. for the administration & implementation of the Portage County Revolving Loan Fund Plans./Resolution No. 23-0066
13. The Board of Commissioners agrees to enter into an agreement with Greenland Engineering for professional services for the Ravenna Courthouse Parking Lot./Resolution No. 23-0067
14. The Board of Commissioners accepts and awards the bid for the 911 Dispatch Workstations for the Portage County Sheriff's Department./***Pulled from the Agenda.***
15. The Board of Commissioners approves the U.S. House of Representatives Lease Agreement for Congressman Joyce to Lease two rooms situated on the first floor of the Portage County Administration Building./Resolution No. 23-0069
16. The Board of Commissioners declare obsolete and donate Portage County Personal Property located at Portage County Job and Family Services./Resolution No. 23-0070

Journal Entries:

1. The Board of Commissioners authorized Commissioner Anthony J. Badalamenti, President of the Board to sign the Portage County Certificate of County-Wide Cost Allocation Plan prepared by Maximus Inc. for the year ended December 31, 2021, for use in 2023.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;
Motion Carries
2. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for January 9, 2023, through January 22, 2023, as presented by Chief Dog Warden Dave McIntyre.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;
Motion Carries

3. The Board of Commissioners acknowledged receipt of the January 23, 2023 Certificate of the County Auditor that the Total Annual Appropriations from each fund **DO EXCEED** the Official Estimate of Resources for the fiscal year beginning January 1, 2023, as presented by the Portage County Auditor's Office.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

Resolutions:

1. The Board of Commissioners authorizes the reappointment of Jeffrey Benner to the Portage County Board of Building Appeals./Resolution No. 23-0071
2. Acceptance of Donations to the Office of the Portage County Dog Warden./Resolution No. 23-0072

COUNTY ADMINISTRATOR

1. Commissioners' Boardroom

Administrator Crombie explained that we would like to have the Commissioners' Boardroom updated, including new stations in a simple bench format instead of the desk being put together. The improvements would be one all-inclusive bench made out of wood and the expense would come out of the maintenance budget project line as it is expected not to exceed \$50,000. Commissioner Christian-Bennett replied I am fine with it if it doesn't exceed \$50,000 because there are a lot of other improvement areas in the county that need to be done. Commissioner Tinlin pointed out the cost will be less than \$50,000, probably more like \$20,000 and it will add about two and a half feet to the room dimension if it's rearranged.

Carpet is needed for the platform but the floor carpet is anticipated to be kept.

Commissioner Christian-Bennett stated I would like to have Maintenance look at the second and third floors to see if any maintenance items need to be addressed and we should have a rotation of all of our building to check routine maintenance items such as flooring and painting, etc. and Administrator Crombie explained there are yearly building inspections through CORSA from a structural standpoint, but we can add a review of general maintenance items to the inspection.

Administrator Crombie will move forward with the Boardroom renovations being mindful of the \$50,000 limit.

VFW POST-2629 AURORA

Present: Tony Dockus

Discussion:

1. Veterans Traveling Wall in Portage County

I'm Tony Dockus and I'm Chairman of the Aurora Vietnam Veterans Traveling Wall Committee. Presently, I'm the Vice Chairman of the Veterans Mental Health Support Council down at the Wade Park Hospital and I'm involved in all 14 clinics regarding mental health.

A little over a year ago, we asked what can the VFW Post 2629 in Aurora do to get a little more recognition in the community and one of the members suggested bringing back the Vietnam traveling wall. The last time we had the wall, was in Northfield 8 years ago and the last time it was in Aurora was in 2000.

There are technically 3 traveling walls in the Country, two are privately owned, and one is by the Vietnam Association in Washington, which is the hardest one to get due to the red tape. The walls are pretty similar in size and price, about \$10,000 to rent for a week. The event will be held **Thursday-Sunday June 22-25, 2023 in Aurora.**

We formulated a budget of approximately \$35,000 to bring the wall here, which includes \$7,000 for the wall, transportation costs, food, lodging for the drivers, insurance, port-a-potties, lumber etc. To date, we have raised about \$32,000 in cash and we have pledges for roughly another \$18,000 this year, so we'll be close to \$50,000 in cash. We've also received another \$15,000 in food donated.

- The event is located in Hartman Park in Aurora, 325 Townline Rd., and the park has 135 acres.
- The attendance for this type of event typically runs from 8,000 – 10,000 people over the course of four days.
- We rented a 30'x90' tent for shelter as there's minimal available at the site.
- The wall is 144 feet in length and there will be plywood walkways covered in industrial carpeting for wheelchair access.
- There will be 16 benches available for the public to use.
- There will be an antique military vehicle show on Saturday, June 24, 2023.
- There's a ribbon cutting at Noon on Saturday, June 25, 2023, and then we will be open for 75 continuous hours.
- The Aurora Police Department will have a police presence during the event from 9:00 PM to 9:00 AM.

I would like to invite the Commissioners to the ribbon cutting and opening ceremony wreath presentation on **Thursday, June 22, 2023, at noon.** The wreaths are in the range of 30 to 36 inches wide and the Board is welcome to present one of them.

Commissioner Christian-Bennett asked if Portage County Veterans Services has been contacted about the event and Mr. Dockus has spoken with the Director.

Inside the tent area, we will have a locator service so you can find where your loved one is located on the wall from 9:00 AM – 9:00 PM.

Mr. Smith from the audience noted Ron from Lakeside Sand and Gravel has a group that is involved with military vehicles and Commissioner Christian-Bennett will provide contact information for him.

Mr. Dockus is looking for assistance coordinating a flyover and asked Commissioner Christian-Bennett for contact information for Colonel Mead.

Commissioner Christian-Bennett mentioned a great guest speaker named Lieutenant Colonel Shawn Robinson, who is the head of Camp James A. Garfield, who attended and was our speaker during our Veterans Day Remembrance Ceremony.

EMH&T

Present: Shawn Arden and Internal Services Deputy Director Shannon Kautzman

Discussion:

1. Update Hills Pond Dam (Pretty Glen)

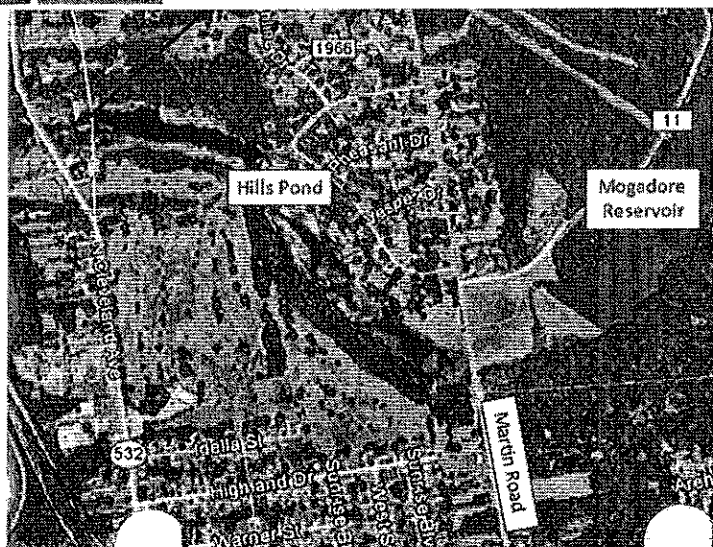
Good afternoon, my name is Shawn Arden and I am with EMH&T. We've been working with the County off and on since 2015 to address some of the deficiencies ODNr identified with the Hills Pond Dam project, and at this point, we're nearing the end of our preliminary engineering phase, we are providing draft reports to Internal Services, and we were invited to come in and give an update to the full Board to obtain feedback on the direction we're heading with the project.

I'd like to start with a brief overview of the project history that has been going on since 2015. We have not been engaged the entire time directly, but there have been a lot of steps along the way.

So, we'll go through the history and we'll talk through the work that we've done recently under the preliminary engineering phase and we'll talk through the fall meeting we had last year with the Commissioners where we talked through an alternate design concept to try to address a roadblock that we found with our preliminary engineering work, and then we'll talk about the next steps for the project.

Agenda

- Brief Project History
- Preliminary Engineering Work Effort
- Fall 2022 Meeting and Alternate Design Concept
- Recommended Next Steps



So, walking through the timeline, we were hired by the County initially in 2015 to perform a hydrologic study to look at the watershed drainage patterns and evaluate how much water is coming to Hills Pond Dam during major rainfall events and confirm if the dam was, in fact, deficient in meeting ODNR spillway capacity requirements.

The ODNR assigned the dam a Class 2 hazard rating based on a function of dam height, the volume of water stored behind the dam, and the degree of development located downstream of the dam that could be in jeopardy if there was a failure event. This rating is the second highest rating, due to the presence of State Route 532 immediately downstream. Based on the hazard rating, ODNR has defined the required spillway capacity for the dam which is defined as a 50% probable maximum for an event. In layman's terms, a 50% PMF is roughly twice the magnitude of a 500-year flood or roughly three to four times the magnitude of a 100-year flood. So, we're talking very major very rare rainfall event.

From our study, we found the spillway capacity was deficient as it was found to be less than 20% of the PMF. We confirmed that some type of remediation would be necessary to bring the dam into compliance.

A couple of other details include information from Suffield Township Fire Department that the lake pool is part of their source water supply used for local firefighting purposes. We also heard from the County's Water Resources Department at that time, that they were planning a new water main on Martin Road that was due to go into construction in 2016 or 2017. Discussions with the Water Resource Director then indicated the water main would be an adequate replacement for the lake pool as a source supply for the fire hydrant.

In 2016, we completed the hydrologic study and we had our initial conversations with the Commissioners. We confirmed we have spillway deficiency, now what do we do? So EMH&T was tasked with looking at three alternatives from a high-level conceptual point of view to address the situation. Two of the alternatives were various options to retrofit the dam to either add additional spillway capacity or armored embankment with concrete. The third alternative looked at removing the dam and eliminating the risk. Based on the conversations with the Board, the initial thoughts were to remove the dam because even with the high construction risk, there was the potential for buying down that risk through leveraging external grant funding, and that would remove risk and liability with the dam.

Following that alternative analysis, a public meeting was held to discuss the alternatives with local stakeholders, the residents, and the adjacent neighborhood residents of Spring Valley allotment and they were against the dam removal and stated they enjoy the view, particularly in the winter months, we know there were some allergy concerns during the summer, but they were very concerned about how the viewshed would change if the lake pool was removed, as well as any recreational amenities such as light boating on the waterway.

The Township Fire Department was also present at the meeting and I can reaffirm that they are using the dam pool and some type of supply would be necessary to maintain their firefighting capability in the area.

After the public meeting, that was the conclusion of our scope of work at that point in time. We know there are a couple of other events that happened around the same time in 2016, such as the Martin Road waterline project was canceled by Water Resources, I don't recall the full story, but there was a changeover of the Director's role and likely a reevaluation of projects in the upcoming program, so I think that's where it fell out of the planning mode.

Water Resources did suggest, however, looking into providing a water line directly from Mogadore Reservoir, given it's a large body of water right next door to Martin Road and where the current dry hydrant is located to try to provide Fire access. We heard secondhand that there may have been a conversation with Water Resources in Akron on that topic.

Commissioner Christian-Bennett asked about the water main Tallmadge had at the other end and Mr. Arden explained the dry hydrant is at the bridge and the tank farm is further up north. I believe Water Resources was looking at bringing a water main down from Sunnybrook Road, but that project was canceled. There are also hydrants down in Mogadore that are provided by the City of Akron.

In 2017 following the public meeting, the Board was still interested in pursuing the dam removal option and they started applying for various grants to fund it, but the grant pursuits were not successful for a few reasons. We were asked to meet with representatives from the Ohio EPA, which was administering one of the programs, just to talk through some of the concerns they had for the project. One of the main concerns was property rights as the County owns a very small portion of the dam pool and easements will be required from the developer for the golf course property to the south, as well as, a few of the residents on the north side, and given the opposition to the project that was expressed in the public meeting, there was a concern from the agencies for funding the project until those easements were better understood or there was a higher level of comfort that they would receive in the future.

We also provided a letter to the County listing other items that needed further evaluation for the dam removal option. Again, the alternative analysis that was performed in 2016 was very conceptual, we had some survey data for the lake that was used in the study, but we recommended additional evaluation of the following: sediment that was in the lake pool, getting an understanding of quantity and characteristics of that material, and understanding any potential impacts to water wells in the area. A dam removal option consists of lowering the lake pool by about six feet, which doesn't sound like a lot, but we want to make sure that we understood if there was a risk to the water wells in the area that risk would be so that we could plan appropriately. We would also need to do an on-site investigation regarding the presence of wetlands along the lake perimeter. We see the water lilies that are out there in the summer and we did end up finding a fairly dense presence of wetlands that would require permitting for impacts for any project that would be performed within the lake.

From that point 2017 to 2020 again, we're still not under scope at this point. The County continued pursuing appraisals to start valuing the cost of obtaining the easements for the dam removal projects, so they can decide whether to move forward with that easement acquisition.

From 2021 through late 2022, we were engaged for preliminary engineering scope to walk through some of those missing items that were covered in our letter from 2017. We've covered an additional survey for sediment characterization of the water well study, the wetland investigation, and then further analysis of our dam removal concept.

We were authorized in November of 2021 and we held off on the fieldwork until the spring and summer of 2022 due to weather conditions. For the wetlands, the water lilies, in particular, didn't germinate until the summer so we need to wait until then to have a good delineation of the potential wetlands on the property.

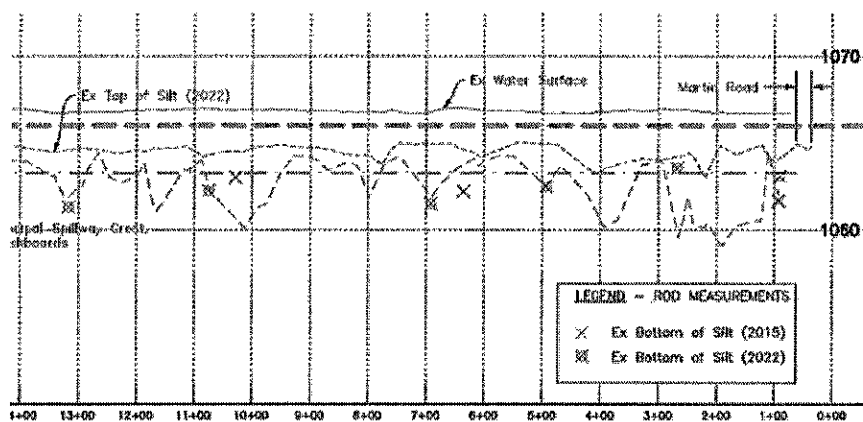
We had a progress meeting with the Commissioners in late August 2022 and we talked about another alternative or adjustment to the concept which we'll go through today, and then our draft report was provided in early November 2022.

Some of the items that we've covered under the preliminary engineering work:

The supplemental field surveying, we have a good understanding of sedimentation within the lake at this point. This is a screenshot of a profile that we have in our report that shows along the length of the reservoir, the top kind of wavy black or white solid line that's the existing water surfaces as it was surveyed. The symbols at the bottom along the lake, are hand probes of the lake bottom elevation where we pushed a rod through the sediment material to try to reach the hardpan and then the dashed line goes up and down, that's the top of the silt survey readings.

Preliminary Engineering Work Effort

Supplemental Field Surveying – Confirm Sediment and Lake Bed



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I mentioned with our wetland preliminary investigation, we have a memo included in our preliminary engineering report that documents where the wetlands were identified along the

lakeshore. Also included were preliminary quantifications on what we think we're looking at for an impact acreage with a proposed project permanently required through the Army Corps and EPA to allow for encroachment within those areas and mitigation that we expect will be necessary for those impacts.

I mentioned the desktop water well evaluation and we looked at the published data that was available for water wells and their characteristics of the sub-soil depth of the well pumping capacity are on sand and gravel aquifer versus bedrock and aquifer, and based on location and elevation comparisons to the lake looking at the maximum drop in water level of 6 feet and an assessment of how many wells we think could potentially be impacted, nothing would be impacted but could potentially be impacted and we're in a neighborhood of about a dozen. This, with our revised concept, is becoming less of a concern and I'll get to that in a moment.

So, the real curveball that we had was regarding the lake pool and the supply for the fire department. With the Mogadore Reservoir option that was suggested by Water Resources, we had a meeting with the City of Akron to discuss the feasibility of this option, and they were not aware of any prior discussions with the County on the topic. I'll say they gently discouraged us from pursuing the use of the reservoir as a water supply. Reading between the lines, I think the concern is that Akron did not want to be committed to having water available for firefighting purposes, just from a liability point of view.

We also had a conversation with the Township Fire Chief Rasneck to understand his perspectives on the situation and he was very clear that they depend on the lake pool as part of their source supply needs for firefighting in the area. We asked him about the hydrants just south on Martin Road in Mogadore and those are the 2 near Randolph that conceivably could be accessible, but the Chief was concerned about safety for fully loaded fire trucks driving up and down Martin Road from Randolph, potentially up to the tank farm since Martin Road is somewhat narrow and has a very steep incline, just south of the lake, so he was not comfortable having those hydrants as replacement options.

Outside of those options, we're looking at running a water line from some other source a fairly large distance as a replacement for the dam pools, no obvious economic solution to this issue at that point in time, which led us to this alternate concept that we discussed with the Commissioner in the fall.

So, we're looking at installing what I'm calling a rock barrier across the lake at the upstream end of the County's property. I'm not calling it a dam because it would not be regulated by ODNR, but essentially, it's going to be impervious to water and hold back the existing pool that's in place. This would require an access easement on State Route 532 to construct. As I said, it would address the water supply by keeping the pool in place and still allowing you to decommission the existing Hills Pond Dam. We suggest building this as a phase one construction project.

We're suggesting going to the upstream end of your property and building this rock barrier across the dam with a crest elevation that is roughly within six inches of the existing pool elevation upstream of that point. This will be impervious, so it would hold water in place but

again, the crest of the barrier would be just under six feet above the lake bed, so it would not qualify for regulation as a dam by ODNR.

The improvement will be a rock wedge with 4 to 1 slop rock fill on the upstream side, and a 10 to 1 gradual slope on the downstream side. We're suggesting at this point, running steel sheeting through the middle of it to make sure we've got that impervious barrier from day one.

Initially, the flow would go through the rock because it's impervious, and over time, the sediment from the stream flow would fill in the voids in the rock and this would become impervious on its own, and the water level would rise to the top tier and then over time, sediment would follow up behind them and this would be the new stream bed elevation. So, we're taking a very common technique in the stream restoration world, but we're using it for a different application.

Then with the gradual 10 to 1 slope on the downstream side, we're not expecting any type of erosion from the water running across the lake, it's roughly 300 feet across at this point, and with flows coming out of Mogadore Reservoir, I believe for our 100-year events, the flow coming across the top of the structure would be less than 1 foot.

Concerning the Hills Pond Dam, we would still breach this dam and lower the pool so it would be decommissioned and no longer regulated by ODNR and the pool in between the two structures would go down and this area would convert into a wetland area. The pool downstream of Hills Pond dam between 532 and the current embankments would not be affected and that area is controlled by an obstruction further downstream of 532.

Commissioner Badalamenti asked about the easements for surrounding property owners and Mr. Arden explained we no longer need easements from the property owners and the concerns they would have regarding what's out their backdoor is within 6" of where it is today. Commissioner Christian-Bennett noted the concern for the Fire Chief would go away, as well. This is an alternative method and would eliminate all the concerns.

To access the area for construction, we need an easement from 532 through Testa's property and I believe one other to get an access road for equipment.

We've been at this for a while and back in 2015 and 2016 the thought of putting another barrier across the lake wouldn't have been received very well then, but given the context of what has transpired regarding the water supply and the other roadblocks we've run into, it seems to make more sense.

Commissioner Christian-Bennett pointed out the reason we opted for the removal of the dam was due to the amount of grant funding we could have received and there was no money available for repairs. We asked the tank farm for funding, we talked to Mr. Testa because he was advertising waterfront properties and we spoke to the residents for funding and no one was interested in contributing.

Mr. Arden suggested the removal of a portion of the northern embankment and building a Natural Resources Conservation Service (NRCS) style rock chute from the crest elevation down to the wetland field. The crest elevation of the rock chute would be less than 6 feet above the lake bed, so the entire existing dam would fall out of ODNR regulations.

The area between the existing dam and the rock barrier would convert to a wetland area and we would leave the existing concrete spillway and south embankment.

The potential access easement from State Route 532 isn't required, but it could facilitate construction working with the adjoining property owners. The process would be to build the rock barrier first to prove to everyone that it's holding water. If we take off the existing dam, we're not going to affect the pool and then we would move forward and take out the embankment.

Administrator Crombie noted from a liability standpoint, leaving the existing dam in place without doing any type of repair or removal, it's still open for residents or anybody having access and utilizing it by pulling the boards out and what can we do to avoid that? Mr. Arden responded that security is always a concern with infrastructure and that the boards would be removed.

We're looking to take the boards down and have a rock chute about 100 feet in width along the embankment, so for a 100-year flood, you are likely to see water – maybe at a foot in depth, coming across the area so it's not impounding and stacking up behind the existing embankment. The embankment is there, but it's not serving an impoundment purpose at that point in time.

The thought is to create a rock berm just upstream of the embankment and the purpose of that is to hold the sediments in place and then excavate down the berm, create a rock chute down to the lower pool, and again, it's a 10 to 1 slope plus or minus. NRCS has a process for designing these types of structures that we worked through and it gradually dropped the water so you don't have erosion and rather undesirable effects.

Commissioner Badalamenti asked what is the dam going to look like when you are standing on the road looking at the dam and Mr. Arden replied you would see the existing southern embankment as it is, the existing concrete spillway, but you will not see water running across it, and you would see the 100-foot wide rock shears basically two and a half feet above the lower pool and then vegetation along the northern bank as it is today. The vegetation would be impacted during construction, but it would re-establish over time.

The rock that would be used would be limestone, probably 12 inches in size.

Administrator Crombie asked about the vegetation and whether we would be held to any standards with maintenance and Mr. Arden replied we identified several wetland areas along the project area on the shoreline of the lake that would be impacted, as well as near this location. There's enough of an impact that would trigger what's called an Individual 404 permit through the Army Corps of Engineers with an associate 401 Water Quality Certification and

those are the various sections of the Clean Water Act. The permit process is typically about a 12-month process to work through with the agencies and there would be a mitigation expectation for those impacts, either restoring the wetlands on site or purchasing mitigation credits from a mitigation bank. It's your choice in whatever way you want to go. We've prepared the notes in the preliminary report suggesting you look at the mitigation bank option because you're writing a check to purchase the credits from an established mitigation provider and then you're done.

Let's say you wanted to try to utilize the area between the existing embankment and the rock that would convert to a wetland, if you wanted to use that as your mitigation credit, you would be held to performance standards and likely a 5 to 10-year monitoring period. So there would be additional costs for starting in that area and costs for monitoring and you have the liability that if something happened, you would have to perform additional work. So from a risk management standpoint, we are suggesting the mitigation credit option. There's a lot of water coming upstream from Mogadore Road that you don't have control of that could wash through the area, it's just not worth the risk.

Outside of the wetland areas, we would have restoration for any existing vegetation that would be disturbed during construction and a contractor would have certain warranty requirements in their construction contract, and that's typically over a 1 year period.

ODNR does have jurisdiction over the existing embankment because it's a regulated dam.

Assuming we would proceed, we would prepare construction drawings, specifications, secure permits. We would have to give the calculations and drawings to ODNR for their review and approval before we can move forward with a modification to the existing dam. Then they would come out after construction and do post construction visits to confirm the project was built according to the approved modification plans. If all those boxes are checked, then the dam would come off of their registry because it would be exempt at that point.

The number of easements would be smaller for access off of 532 – there may be 2 for the rock barrier for Phase 1 and maybe if we want to try to share an existing driveway with Phase two.

Mr. Aden shared that with the wetland conditions being around the lake area, it is our recommendation to start in the summer months when the ground is warm and dry.

For Phase 1, we are looking at a lot of rock and steel sheeting and then restoring the impacted area with grass seed.

Other permits associated with standard construction are ETA stormwater compliance for erosion control, and I'm sure we'll have approval from ODOT for temporary access to the 532 right of way. There will be some interesting approvals because we're working across county lines between Summit and Portage, but there's nothing that can't be addressed. The Army Corps will oversee the wetlands and they would not have jurisdiction over any of the dam work, because that would be through ODNR.

Going into 2023, I split the two improvement sites out into Phase 1 versus Phase 2. Construction costs are just over \$2.2 million based on the preliminary engineering work. The Wetland Mitigation will confirm what that number would be based on the actual impacts as we get into final engineering, but that can be just over \$200,000 - so under \$2.5 million from a construction standpoint and that does not include the temporary easements and the additional remaining soft costs.

Commissioner Christian-Bennett noted the Board put money aside for this project and County Administrator Crombie will confirm the total.

We provided a memo on the topic of available external funding, but it depends on how fast the Board wants to get the project done. If you tie yourself to a grant, it will likely slow you down. Commissioner Christian-Bennett mentioned the Board can look at the additional carryover to move forward with funding.

From a timeline perspective, the quickest way we could move with the project due to the permitting requirements if you want to move forward with final engineering and permitting as a next step would be worked out through 2023 with final plans ready to go construction permits in hand, ideally, spring of 2024 for Phase 1 construction for the rock barrier for the summer and fall 2024 and the modification to the existing dam in the summer and fall of 2025.

I would suggest for the next step is to re-engage ODNR dam safety to make sure they're in concurrence with the plan. Think about engaging the property owners to discuss the temporary access easements for the two sites, and advising stakeholders of the project direction so the residents, fire departments, and Township can be brought up to speed. We would need to advance the scope of work for final engineering and permitting to complete that task.

Mr. Arden will facilitate the ODNR meeting as they've been having virtual meetings so we can set something up on TEAMS or ZOOM and walk them through what we just discussed.

Mr. Arden suggests the Board plan for costs with the Hills Pond dam project to be approximately \$3 million and Administrator Crombie confirmed that the County has \$2 million set aside already. There are grants available if the Board wanted to investigate, but it will extend the project. Mr. Arden's contingency costs are 15%.

Commissioner Christian-Bennett suggests a meeting with Department of Budget and Financial Management Director Jackie Petty to ensure the additional 1 million dollars is available in the budget and the Clerk will schedule it next week.

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The Board agreed it does not need a meeting on Tuesday, January 31, 2023, and the Clerk will send notice to the newspaper.

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RESOLUTION NO. 23-0050

**RE: AUTHORIZE GRANT APPLICATION IN THE
AMOUNT OF \$28,833.34 TO THE OHIO
BUREAU OF WORKERS' COMPENSATION
GRANT PROGRAM FOR THE PORTAGE
COUNTY INTERNAL SERVICES
MAINTENANCE DEPARTMENT**

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

WHEREAS, the Portage County Internal Service Maintenance Department supports all the Portage County Department offices and its efforts; and

WHEREAS, the Ohio Bureau of Workers' Compensation grant program provides funds to purchase risk management equipment, to perform work in specific areas that are deemed dangerous, and to prevent work related injuries now therefore be it

RESOLVED, that the Board of Portage County Commissioners authorizes the Portage County Internal Services to submit the Ohio Bureau of Workers' Compensation grant application in the amount of \$28,833.34 from the Ohio Bureau of Workers' Compensation Office; 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 Internal Services; 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:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea;

Mike Tinlin, Yea;

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RESOLUTION NO. 23-0051

**RE: AUTHORIZING THE PORTAGE COUNTY
SOLID WASTE MANAGEMENT DISTRICT
TO FILE AN APPLICATION TO THE OHIO
ENVIRONMENTAL PROTECTION AGENCY
DIVISION OF ENVIRONMENTAL AND
FINANCIAL ASSISTANCE TO PARTICIPATE**

**IN THE OHIO EPA COMMUNITY AND
LITTER GRANT PROGRAM.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

- WHEREAS,** funds are available to be awarded to support scrap tire amnesty and cleanup events sponsored by Solid Waste Management Districts through the Ohio EPA Community and Litter Grant Fund; and
- WHEREAS,** the Portage County Solid Waste Management District has the authority to apply for financial assistance and to administer the amounts received from the state of Ohio Environmental Protection Agency; and
- WHEREAS,** participation in the Community and Litter Grant Program requires compliance with all the terms, promises, conditions, and assurances as outlined in the 2023 CLG Manager's Manual and the 2023 CLG Application including, but not limited to, the requirement to charge a fee not less than \$0.50/ per scrap tire collected as part of the scrap tire amnesty and clean up events as conditioned pursuant to R.C. 3736.05(C); now therefore be it
- RESOLVED,** the Board of County Commissioners, County of Portage, State of Ohio:
- Section 1: That the Board of County Commissioners authorizes and directs Dawn Collins to submit the Community and Litter Grant Fund Project Nomination Form to the Ohio EPA for the financial assistance to hold scrap tire amnesty and cleanup events, and provide all information and documentation required in said Application for submission.
- Section 2. That the Portage County Solid Waste Management District hereby understands and agrees that participation in the program will require compliance with program guidelines and assurances including, but not limited to, charging a fee of not less than \$0.50 per scrap tire collected as part of the scrap tire amnesty and clean up events.
- Section 3. That this resolution shall take effect and be in the force from and after the earliest period allowed by law.
- RESOLVED** that the Board of Commissioners authorize the President of the Board 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,

RESOLVED,

Mike Tinlin, Yea;

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RESOLUTION NO. 23-0052

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RE:

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

WHEREAS,

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

RESOLVED,

that the following transfer of funds be made in the amount of \$19.80

FROM:

FUND 1201, MOTOR VEHICLE AND GAS TAX

ORGCODE- 12018109

Debit Expense Account

Object: 910000 – Transfers Out

\$19.80

TO:

FUND 4255, OLD FORGE RD ROUNDABOUT

ORGCODE - 42558102

Credit Revenue Account

Object: 280000 – Transfer In

Project: 36686

\$19.80

; and be it further

RESOLVED,

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

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

Roll call vote as follows:

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

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RESOLUTION NO. 23-0053	-	RE:	TRANSFER FROM FUND 1414, CHILD SUPPORT ADMINISTRATION, TO 1410 PUBLIC ASSISTANCE FUND	

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

WHEREAS, the Child Support Administration Fund owes the Public Assistance Fund for Shared Costs paid out of the Public Assistance Fund; and

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

RESOLVED, that the following transfer of funds be made in the amount of \$48,562.89 for December 2022 costs as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 1414, CHILD SUPPORT ADMINISTRATION

ORGCODE - 14140519

Debit Expense Account

Object: 912000 – JFS - Shared

Project 5SHAR

\$48,562.89

TO:

FUND 1410, PUBLIC ASSISTANCE

ORGCODE - 14100512

Credit Revenue Account

Object: 282000 – JFS - Shared

Project 5SHAR

\$48,562.89

: and be it further

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.

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

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; 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:

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

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RESOLUTION NO. 23-0055

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**RE: DECLARE OBSOLETE AND AUTHORIZE
THE SALE OF VEHICLES BY PUBLIC
AUCTION.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

WHEREAS, the Portage County Board of Commissioners has a vehicle that is obsolete and unfit for the use for which it was initially acquired; now therefore be it

RESOLVED, that the Board of Portage County Commissioners has determined that the item described below is obsolete and unfit for the use for which it was initially acquired, and be it further

RESOLVED, that said equipment will be sold via a **LIVE BID ONLINE AUCTION** at Edinburg Auction Sales, www.edinburgauction.com, as prescribed by Section 307.12 of the Ohio Revised Code, for cash to the highest bidder; and be it further,

RESOLVED, that Notice of Public Auction shall be posted in the office of the Portage County Auditor, the offices of the Portage County Commissioners and in the office of Portage County Internal Services. Further Notice of Public Auction shall be published in the Record Courier on Friday, January 20, 2023.

Date of Auction: Wednesday, February 15, 2023

Time of Auction: 7:00 P.M., E.S.T.

**Location: Edinburg Auction Sales,
4029 St. Rt. 14, Rootstown OH 44272**

Preview Day: Wednesday, February 15, 2023 from 9 am – 4 pm

Live Bidding to Take Place at: www.edinburgauction.com

Interested parties are encouraged to contact Edinburg Auction Sales, Inc. prior to the date of the auction for more information on viewing or participating in the live bidding on these items. The equipment can also be viewed online at www.edinburgauction.com

Items being sold is as follows:

2008 Ford F-150 – Vin# 1FTRF14W78KE24107

RESOLVED, that a copy of this resolution be filed with the Portage County Auditor and the Portage County Director of Internal Services; 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:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea;

Mike Tinlin, Yea;

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RESOLUTION NO. 23-0056

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RE: A RESOLUTION AUTHORIZING THE PURCHASE, THROUGH THE STATE TERM SCHEDULE (STS) 800925, INDEX NO. STS515, OF ONE (1) DUMP BODY/SNOW AND ICE CONTROL TRUCK EQUIPMENT PACKAGE – FROM CONCORD ROAD EQUIPMENT MANUFACTURING, INC., FOR USE BY THE PORTAGE COUNTY ENGINEER.

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

WHEREAS, Resolution 21-0319 authorized the purchase through the Ohio Department of Transportation's state contract of one 2022 Western Star 4700SB Tandem Axle Cab and Chassis from Cleveland Freightliner, Inc., dba Valley Freightliner Sterling for use by the Portage County Engineer; and

WHEREAS, the Portage County Engineer, Michael A. Marozzi, wishes to purchase through the State Term Schedule (STS) 800925, Index No. STS515, one

(1) **Dump Body/Snow and Ice Control Truck Equipment Package** to be installed on the above vehicle, and

WHEREAS, Concord Road Equipment Manufacturing, Inc. is the contractor authorized by the State of Ohio to offer said **Dump Body/ Snow and Ice Control Truck Equipment Package** at the State Contract price of \$104,517.12; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby authorize Michael A. Marozzi, Portage County Engineer, to purchase one (1) **Dump Body/ Snow and Ice Control Truck Equipment Package** from Concord Road Equipment Manufacturing, Inc., 348 Chester Street, Painesville, Ohio 44077 for a total cost of \$104,517.12; and be it further

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

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

Roll call vote as follows:

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

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RESOLUTION NO. 23-0057

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RE: APPROVE SPECIFICATIONS FOR BITUMINOUS LIQUIDS AND BITUMINONUS MATERIALS FOR USE BY THE PORTAGE COUNTY ENGINEER AND SET TIME FOR RECEIVING BIDS FOR SAME.

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

WHEREAS, Specifications have been submitted to this Board of Portage County Commissioners for approval for the purchase of **Bituminous Liquids** and **Bituminous Materials**; now therefore be it

RESOLVED, that the Specifications, as submitted for the purchase of **Bituminous Liquids** and **Bituminous Materials** for use by the Portage County Engineer, be and the same are hereby approved; and be it further

RESOLVED, that sealed bids for said **Bituminous Liquids** and **Bituminous Materials** for use by the Portage County Engineer will be accepted by the Director of the Portage County Office of Internal Services, 1ST Floor, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until **2:30 P.M. on Wednesday, March 22, 2023**, and publicly opened and read aloud, and be it further

RESOLVED, that Notice of Receiving Bids shall be published in the Record Courier on **March 3, 2023** and **March 10, 2023**, and the Clerk of this Board is directed to post said Notice on the County Commissioners' Official Bulletin Board.

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 compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

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**RESOLUTION NO. 23-0058 - RE: APPROVE SPECIFICATIONS FOR
HIGHWAY MATERIALS FOR USE BY THE
PORTAGE COUNTY ENGINEER AND SET
TIME FOR RECEIVING BIDS FOR SAME.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

WHEREAS, specifications have been submitted to this Board of Portage County Commissioners for approval for various **Highway Materials** for use by the Portage County Engineer; now therefore be it

RESOLVED, that the Specifications, as submitted for various **Highway Materials** for use by the Portage County Engineer, be and are hereby approved; and be it further

RESOLVED, that sealed bids for said **Highway Materials** for the Portage County Engineer will be accepted by the Director of the Portage County Office of Internal Services, 1st Floor, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until **2:00 P.M. on Wednesday, March, 22 2023**, and publicly opened and read aloud, for the following:

Various sizes of Storm Sewer Pipe
(*corrugated metal pipe, aluminized steel pipe and plastic pipe*)

- Guard Rail
- Bridge Decking

; and be it further

RESOLVED, that Notice of Receiving Bids shall be published in the Record Courier on **March 3, 2023** and **March 10, 2023**, and the Clerk of this Board is directed to post said Notice on the County Commissioners' Official Bulletin Board.

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 compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

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**RESOLUTION NO. 23-0059 - RE: APPROVE SPECIFICATIONS FOR VARIOUS
AGGREGATE MATERIALS FOR USE BY
THE PORTAGE COUNTY ENGINEER AND
SET TIME FOR RECEIVING BIDS FOR
SAME.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

WHEREAS, Specifications have been submitted to this Board of Portage County Commissioners for approval for various **Aggregate Materials** for use by the Portage County Engineer; now therefore be it

RESOLVED, that the Specifications, as submitted for various **Aggregate Materials** for use by the Portage County Engineer, be and the same are hereby approved; and be it further

RESOLVED, that sealed bids for said **Aggregate Materials** for use by the Portage County Engineer will be accepted by the Director of the Portage County Office of Internal Services, 1ST Floor, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until **2:30 P.M.** on

Wednesday, March 15, 2023, and publicly opened and read aloud, for the following:

Various Sizes of Gravel
Various Sizes of Slag
Various Sizes of Limestone

; and be it further

RESOLVED, that Notice of Receiving Bids shall be published in the Record Courier on **February 24, 2023** and **March 3, 2023** and the Clerk of this Board is directed to post said Notice on the County Commissioners' Official Bulletin Board.

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 compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

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**RESOLUTION NO. 23-0060 - RE: APPROVE SPECIFICATIONS FOR ACRYLIC
WATER BASE TRAFFIC PAINT FOR USE BY
THE PORTAGE COUNTY ENGINEER AND
SET TIME AND DATE FOR RECEIVING BIDS
FOR SAME.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

WHEREAS, specifications have been submitted to this Board of Portage County Commissioners for approval for the following:

Acrylic Water Base Traffic Paint

; now therefore be it

RESOLVED, that the specifications, as submitted for the aforementioned ***Acrylic Water Base Traffic Paint*** for use by the Portage County Engineer, be and are hereby approved; and be it further

RESOLVED, that sealed bids for said ***Acrylic Water Base Traffic Paint*** for the Portage

County Engineer will be accepted by the Director of the Portage County Office of Internal Services, 1ST Floor, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until **2:00 P.M.** on **Wednesday, March 15, 2023**, and publicly opened and read aloud, and be it further

RESOLVED, that Notice of Receiving Bids shall be published in the Record Courier on **February 24, 2023** and **March 3, 2023** and the Clerk of this Board is directed to post said Notice on the County Commissioners' Official Bulletin Board.

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 compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

*	*	*	*	*
RESOLUTION NO. 23-0061	-	RE:	AUTHORIZING TO ENTER INTO AGREEMENT WITH THE ENVIRONMENTAL PROTECTION AGENCY DIRECTOR'S FINAL FINDINGS AND ORDERS FOR PROJECT NO. RV-O (22-090), FOXWOOD ESTATES SUBDIVISION SANITARY SEWER IMPROVEMENTS, IN THE PORTAGE COUNTY REGIONAL SEWER DISTRICT, RAVENNA TOWNSHIP.	

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin 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 23-0030 adopted, January 12, 2023, the County Water Resources has caused to be prepared and submitted for approval plans, specifications and estimate of cost for Project No. RV-O (22-090), Foxwood Estates Subdivision Sanitary Sewer Improvements, hereinafter referred to as the "PROJECT"; and

- WHEREAS** the Portage County Combined General Health District has completed field sampling and testing and determined that this neighborhood area has poor unsafe environmental conditions caused by onsite septic systems. The Health District has made recommendations to have these homes connected to centralized sanitary sewers and the septic systems removed. The Portage Health District filed a complaint to the Ohio Environmental Protection Agency (OEPA) for the PROJECT area unsanitary conditions; and
- WHEREAS** the PROJECT area is within Ravenna Township and Portage County Water Resources Department has received an Administrative Order from the Ohio Environmental Protection Agency. The order requires Portage County to provide a solution to the environmental conditions for the PROJECT area; and
- WHEREAS** the PROJECT will design, construct, and provide service for a new centralized sewer system for the existing residential homes within the project area; and
- WHEREAS,** the PROJECT has been approved for a \$488,230 OEPA grant to reimburse for all of the design, construction, and permit costs; and
- WHEREAS,** the City of Ravenna has agreed to partner with Portage County Water Resources to support the completion of the PROJECT; and
- WHEREAS** a 2022 First Supplement to the 2014 First Agreement Amendment to the 2003 Agreement outlines and establishes the City and County responsibilities through an agreement for the PROJECT; now therefore be it
- RESOLVED,** that said authorization to enter into agreement with the Environmental Protection Agency Director's Final Findings and Orders to resolve and complete said PROJECT is hereby given; and be it further
- RESOLVED,** that a copy of this resolution be filed with the Water Resources Department and the Department of Budget & Financial Management; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all the 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:

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

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RE:

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

**RESOLUTION NO. 23-0064 - RE: APPROVE SPECIFICATIONS AND SET THE
BID DATE FOR THE ROOF REPLACEMENT
OF THE RIDDLE BLOCK BUILDING.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

- RESOLVED,** that the bid specifications for receiving bids for the roof replacement of the Riddle Block Building, be approved; and be it further
- RESOLVED,** that sealed bids, therefore, will be accepted by the Director of the Portage County Office of Internal Services, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until 2:00 p.m., E.S.T. on February 22, 2023 and publicly opened and read; and be it further
- RESOLVED,** that the notice of receiving bids shall be published in the Record Courier on January 31, 2023 and a copy thereof be posted on the County's website and on the bulletin board of the Board forthwith; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

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**RESOLUTION NO. 23-0065 - RE: APPROVE SPECIFICATIONS AND SET THE
BID DATE FOR THE HVAC EQUIPMENT
REPLACEMENT AT THE RIDDLE BLOCK
BUILDING.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

- RESOLVED,** that the bid specifications for receiving bids for HVAC Equipment Replacement at the Riddle Block, be approved; and be it further
- RESOLVED,** that sealed bids, therefore, will be accepted by the Director of the Portage County Office of Internal Services, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until 2:30 p.m., E.S.T. on February 22, 2023 and publicly opened and read; 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.

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

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

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

RESOLUTION NO. 23-0068

Number not used. Resolution was held for additional information.

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RESOLUTION NO. 23-0069 - RE: A RESOLUTION APPROVING THE U.S. HOUSE OF REPRESENTATIVES' LEASE AGREEMENT FOR CONGRESSMAN JOYCE TO LEASE TWO ROOMS SITUATED ON THE FIRST FLOOR OF THE PORTAGE COUNTY ADMINISTRATION BUILDING

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

- WHEREAS,** the Portage County Board of Commissioners ("Board"), pursuant to Section 307.10 of the Ohio Revised Code, may grant leases, including to any agency or department of the United States government.
- WHEREAS,** the Board hereby resolves to lease two rooms to Congressman Dave Joyce as set forth in the District Office Lease Agreement provided by the U.S. House of Representatives.
- RESOLVED,** the Board hereby approves the leasing of two rooms situated on the First Floor of the Portage County Administration Building to Congressman Dave Joyce pursuant to the terms set forth in the **District Office Lease Agreement 118th Congress**, and further authorizes the President of the Board of Commissioners to execute the lease agreement on behalf of the Board.
- RESOLVED,** that the Board finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of the Board and that all deliberation of this Board that resulted in formal action were in open meetings open to the public, in compliance with the law, including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

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**RESOLUTION NO. 23-0070 - RE: DECLARE OBSOLETE AND DONATE
PORTAGE COUNTY PERSONAL PROPERTY
LOCATED AT PORTAGE COUNTY JOB &
FAMILY SERVICES**

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

WHEREAS, the Portage County personal property located at Portage County Job & Family Services, which is obsolete for public use, be declared as such and is ready for donation; now therefore be it

RESOLVED, that, in accordance with the Ohio Revised Code Section 307.12, the Board of County Commissioners authorizes the request to donate the following inventory to the Renewal Donation Program to be administered by Portage County Job & Family Services for donations to former foster care youth and clients of the agency upon application and approval by the JFS Program Specialist:

<u>Amount</u>	<u>Description</u>
76	older iPhones & charging cords
62	older iPads & charging cords

; and be it further

RESOLVED, that a copy of this resolution be filed with the Portage County Director of Internal Services; 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:

Anthony J. Badalamenti, Yea; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

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**RESOLUTION NO. 23-0071 - RE: REAPPOINTMENT OF JEFFREY BENNER
TO THE PORTAGE COUNTY BOARD OF
BUILDING APPEALS**

It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

Name	Address	Donation Amount
Robert Rosser	9201 Page St Streetsboro Oh 44241	\$11
Mike & Carolyn Salamon	3505 Work Rd Ravenna Oh 44266	\$100
Gerald Platt	3712 Lynn Rd Ravenna Oh 44266	\$25
Judy Stratton	3275 New Milford rd Atwater Oh 44201	\$50
Sandra Berisford	4957 Sunnybrook Rd Kent Oh 44240	\$5
William Moors	1472 Brimfield Dr Kent Oh 44240	\$20
Gail Oviatt	1294 Carol Dr Kent Oh 44240	\$10
Patricia McLoughlin	6492 West Shore Dr Kent Oh 44240	\$10
Paul Floyd	2035 Hartville rd Mogadore Oh 44260	\$100
Richard & Jennifer Salzer	3277 Cook rd Atwater Oh 44201	\$25
Stephen & Delinda Finkel	3852 Poplar Lane Kent Oh 44240	\$100
Laurie Nalepa	175 E. Pioneer Tr Aurora Oh 44202	\$50
John Zlocki	1556 Mitchell Dr Streetsboro Oh 44241	\$5
Terri Richards	1031 Orchard Ave Aurora Oh 44202	\$25
William Moors	1472 Brimfield dr Kent Oh 44240	\$15
Karla Veon	8059 Crestwood Dr Garrettsville Oh 44231	\$25
Mingji Cui	1288 Windward La Kent Oh 44240	\$15
Vicky E. Grumman	5760 Unger Rd Atwater Oh 44201	\$1,000
Rebecca Morehead	2070 Swartz Rd Mogadore Oh 44260	\$25
Lonnie & Phillis Stacy	718 Price St Ravenna Oh 44266	\$25
Leslie Treharn	5841 Wilkes Rd Atwater Oh 44201	\$30
Monica Kiskadden	626 Park Ave Kent Oh 44240	\$5
Walter & Laura Eversole	P.O. Box 125 Randolph Oh 44265	\$25
Dale & Sue Szydlowski	11355 Frost Rd Mantua Oh 44255	\$1.50
Victoria Kibler	3181 Larchmont Ave Warren Oh 44483	\$50
Judith Zala	9839 St Rt 43 Streetsboro Oh 44241	\$25
Andrea Dinovo	323 Hale Dr Streetsboro Oh 44241	\$20
Deborah Newberry	1334 Greenwood Ave Kent Oh 44240	\$20
Rachel Schindler	12119 Mantua Center Rd Mantua Oh 44255	\$100
Patty Adsit	520-18 Willow Cir Aurora Oh 44202	\$50
Jon & Marjorie Poda	165 Woodsdale Dr Mogadore Oh 44260	\$30
Linda Bauer	2770 Lyn rd Kent Oh 44240	\$25
Anonymous		\$70
Lorene & Kevin Sova	9216 Page Rd Streetsboro Oh 44241	\$25
Pamela Gardner	2056 Cisar Dr Streetsboro Oh 44241	\$30
Lauire Pittman staff	7661 Infirmary Rd Ravenna Oh 44266	\$161
Tassy Ahart	4957 Sunnybrook Rd # A Kent Oh 44240	\$5
Patricia Eden	100 Ashland La Aurora Oh 44202	\$20

2. Authorize the hire of Samantha Anderson, Water Treatment Operator, in Portage County Water Resources. The tentative start date is Monday, February 6, 2023. The Board of Commissioners agrees that this hire is contingent upon the applicant passing the required pre-employment screenings.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

3. Authorize the creation of the Clerical Specialist position and approve the respective job description. Agree to authorize the three-day internal posting of the full time Clerical Specialist for Portage County Internal Services with external posting if no internal appointment is made.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

4. Approve a revised job description for a Design Technician II and Design Technician III for the Portage County Water Resources Department.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

5. Authorize external posting of a non-bargaining position, Personnel & Fiscal Specialist replacing a resigning staff member, for Portage County Water Resources, with external posting if no internal appointment is made.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

6. The Board of Commissioners signed the Satisfaction of Mortgage for Thomas E. Dixon and Sarrah K. Dixon for \$20,000.00 (Instrument No. 201408457) as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget & Finance with no exceptions noted.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

7. Direct the Auditor's Office to pay/process the January 19, 2023 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 Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

Expenditure Review		
County Funds: (0001 – 8399)		
Bill Payment and ACH list totaling:		
Bill Payment list	\$1,061,660.04	(Includes late fees of: \$31.68)
ACH/Neil Group of	\$0	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$686,159.02	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$6,549.14	
Journal Vouchers totaling:	\$3,007.87	
Then and Now list totaling:	\$389,450.68	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

8. Process the January 19, 2023 budget amendments as reviewed and recommended by the Department of Budget and Financial Management.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

9. The Board of Commissioners authorized the President of the Board to sign the Portage County Certificate of County-Wide Cost Allocation Plan prepared by Maximus Inc. for the year ended December 31, 2021 for use in 2023.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

10. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for January 9, 2023 through January 22, 2023 as presented by Chief Dog Warden Dave McIntyre.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

11. The Board of Commissioners acknowledged receipt of the January 23, 2023 Certificate of the County Auditor that the Total Annual Appropriations from each fund **DO EXCEED** the Official Estimate of Resources for the fiscal year beginning January 1, 2023, as presented by the Portage County Auditor's Office.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

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Motion: by Commissioner Christian-Bennett, seconded by Commissioner Tinlin that the Board adjourns the Meeting of **January 26, 2023, at 11:22 AM.**

All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, 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 **January 26, 2023**



Anthony J. Badalamenti, President



Sabrina Christian-Bennett, Vice President



Mike Tinlin, Board Member



Amy Hutchinson, Clerk