



Portage County Board of Commissioners
Meeting Minutes

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

Sara Hoag, Acting Clerk
330-297-3600

Thursday, February 2, 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 was County Administrator Michelle Crombie.

1. The Board of Commissioners approves the January 26th 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

JOB AND FAMILY SERVICES

Present: Sue Brannon, Budget & Finance Administrator

Resolution:

1. Transfer from Fund 1415, Child Welfare Special Levy Fund to Fund 1410 Public Assistance Fund./Resolution No. 23-0073
 - This is our regular shared transfer for 4th Quarter.

HUMAN RESOURCES

Present: Director Tami Soltis

Director Soltis stated I've been in contact with all County departments to do a meet and greet this month and I will send out invitations with all the detail. There will be two sessions that will help department heads and hiring managers to understand our processes and we will also be discussing some changes in the Human Resources Department in regard to recruiting.

Commissioner Christian-Bennett asked if Director Soltis invited Elected Officials and Director Soltis responded a session will be held in the morning for the Board's department and the afternoon session will be held for the Elected Officials and other departments.

Director Soltis mentioned the students from Kent State University will also be on hand during the event.

Journal Entries:

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 Jennifer Hefner, Child and Adult Protective Service Supervisor, in Portage County Job and Family Services. The tentative start date is Tuesday, February 21, 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. Agree to approve an internal transfer for Theresa Besaw, promoted to JFS HR Generalist for Portage County Job and Family Services, effective February 20, 2023.

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 three-day internal posting of a non-bargaining position, JFS Training Specialist, for the Portage County Job and Family 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 anniversary/probationary step increase for the following non-bargaining employees:

- a. Gerry Lower – January 25, 2023 ~ Department of Budget & Financial Management

- b. Sheryl Kendrick – February 1, 2023 ~ Department of Budget & Financial Management

- c. Kristi Gellner – February 6, 2023 ~ Job and Family Services.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: Director Jackie Petty

Commissioner Christian-Bennett had several questions about today's Journal Entries: The Then & Now listing total is over a million - is that because of the end of the year close down and Director Petty replied it was due to the end of the year shutdown when we weren't paying bills.

Commissioner Sabrina Christian-Bennett noted there's also a second page for the expenditure review and it's for a Bureau of Worker's Compensation wire transfer and Director Petty explained it was accidentally left off by the Auditor office in the shuffle of paperwork and it was an immediate need that couldn't wait.

Journal Entries:

1. The Board of Commissioners approves a refund to John R. Fassnacht in the amount of \$47.66, for an assessment done in error for recycling services on Parcel Number 32-003-00-00-021-000 in Rootstown, as 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

2. The Board of Commissioners approves a refund to Thomas McCambridge Sr. in the amount of \$70.66, for an assessment done in error for recycling services on Parcel Number 01-024-00-00-007-000 in Atwater, as 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

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:

3. Direct the Auditor's Office to pay/process the January 26, 2023 bills/ACH payments, wires, journal vouchers and then & now's, and the January 30, 2023 wire, 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	\$2,212,732.31	(Includes late fees of: \$48.68)
ACH/Neil Group of	\$20.00	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$0	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$0	
Journal Vouchers totaling:	\$43,797.59	
Then and Now list totaling:	\$1,009,724.72	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

Expenditure Review		
County Funds: (0001 – 8399)		
Bill Payment and ACH list totaling:		
Bill Payment list	\$0	(Includes late fees of: \$0)
ACH/Neil Group of	\$0	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$0	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$0	
Journal Vouchers totaling:	\$0	
Then and Now list totaling:	\$0	
Debt Service wire list:	\$0	
BWC Wires:	\$15,692.00	

Commissioner Christian-Bennett noted it looks like we are increasing the appropriations for the Felony Delinquent Care and Custody, but when we say increase, that means we are moving funds within their current budget, not adding anything additional. Director Petty explained they had unappropriated certifications and a balance that was not assigned to any lines yet so they are increasing those lines.

Commissioner Christian-Bennett asked about Storm Water Management and pointed out the note that said "book prior year correction for pond maintenance and Director Petty stated there

was a bill for pond maintenance that was hooked to the wrong account last year, so they corrected it this year which set the budget off and it needs to be realigned.

Commissioner Christian-Bennett noted under Commissioners Other it says "to pay OSU Extension Contribution" - are we paying them contributions because we set a line item to increase their budget and Director Petty responded the budget was set at \$110,000, but the Board agreed to provide \$120,000, so this action is making up the difference.

Commissioner Sabrina Christian-Bennett asked about the General Fund note of \$400 for 'fees to post sale tax' and Director Petty responded it's for the State Processing Fee as they charge us a fee to pay us the sales tax - there is a quarter percent that goes to Fund 0002 and it's an administrative fee. Director Petty further indicated for the 1% that goes to the General Fund, there we get charged a percentage fee for that, but we just don't notice it because its baked into the General Fund.

Commissioner Badalamenti asked if we have to pay a handling fee for everything that comes from the state and Director Petty replied yes.

4. Process the January 26, 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:

1. Transfer from Fund 0001, General Fund to Fund 1410, Public Assistance Fund./Resolution No. 23-0074
2. Cash Advance Repayment from Fund 1162, FEMA Planning to Fund 0001, General Fund./Resolution No. 23-0075

GRANTS ADMINISTRATOR

Present: Hope Bonos

Discussion:

1. ARPA Update

Grants Administrator Bonos explained I sent letters to non-profits which indicated the Board is moving in a different direction for the use of the ARPA funding, but I did not send letters to the non-profits who applied for funding that were involved with food assistance.

In addition to that, we interviewed consulting firms for the accounting needs for the ARPA funds and I'm waiting on quotes from them.

Commissioner Bennett stated the Board has until 2024 to appropriate the funding and until 2026 to pay it out.

Grants Administrator Bonos clarified that the consulting firms are aware of that timeline and I believe they will be able to accommodate the timeline.

Commissioner Christian-Bennett noted we are rescinding the resolution today because the Board already approved up to \$50,000 in a previous resolution.

Commissioner Tinlin asked if we've received any responses from the letters that were sent out and Ms. Bonos stated she hasn't heard back from anyone. Commissioner Christian-Bennett noted she's heard back from Community Action Council, who initially contacted me requesting that the Board remove their requests for ARPA funding because there was a greater need for the funding to go toward food. Mr. Shay did say that he received his letter and appreciates us moving in this direction.

Resolutions:

1. Rescind Resolution No. 23-0049: Set Proposal date for the Request for Qualifications for consulting services for oversight and compliance for American Rescue Plan Funds for the Portage County Commissioners./Resolution No. 23-0076

Journal Entries:

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

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

INTERNAL SERVICES

Journal Entry

1. The Board of Commissioners adopted the IRS 2023 standard mileage rate of \$.655 cents per mile reimbursement for 2023, as recommended by Internal Services Deputy Director Shannon Kautzman.

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 preparation of plans, specifications, and estimate of cost for project No. SH-2 (23-010), Bolingbrook WWTP Sludge Tank Replacement, in the Portage County Regional Sewer District, Shalersville Township./Resolution No. 23-0077
2. The Board of Commissioners authorizes the preparation of plans, specifications, and estimate of cost for project No. ST-4 (21-060), Streetsboro Biosolids Dryer Repairs Project, in the Portage County Streetsboro Sanitary Sewer District No. 4, City of Streetsboro./Resolution No. 23-0078
3. The Board of Commissioners agrees to amend Resolution No. 22-0730, adopted December 15, 2022, approving specifications and bid date for Silica Sand Road Bridge Replacement (NEL 162, CH 253), over Eagle Creek in Nelson Township, Portage County./Resolution No. 23-0079
4. The Board of Commissioners accepts the proposal from Euthenics, Inc. and enters into an agreement for providing plan review services for 2023 plan review and miscellaneous studies./Resolution No. 23-0080
5. The Board of Commissioners authorizes the Portage County Engineer to enter into a Local Public Agency (LPA) Agreement No. 38282-PID# 114543 with the Director of the Ohio Department of Transportation for the project known as the Replacement of Randolph Rd. (CH10) Bridge (SFN6733646) over Potters Creek, Portage County, Ohio./Resolution No. 23-0081
6. The Board of Commissioners declares obsolete and authorizes the sale of a vehicle by public auction./Resolution No. 23-0082
7. The Board of Commissioners agrees to reject all previously submitted bids concerning the 911 Dispatch Workstations/Furniture Project and authorizes the architect to draft new specifications for the project./Resolution No. 23-0083

HOMELAND SECURITY AND EMERGENCY MANAGEMENT

Present: Director Ryan Shackelford

Discussion:

1. MARCS Tower Update

Director Shackelford stated the project is moving along and we will be going to the Garrettsville Zoning meeting tonight at 7:00 PM to seek zoning approval to build the tower at James A. Garfield schools.

We have the concurrence of all three sites. The ODOT site has been the easiest out of all three, Suffield was a little unique as it's an ODNR property on Waterloo Road, but it's subleased to an archery club so we had to work with both organizations to get approval. It was a Goodyear property historically and then it turned over to a State property, and it was

subleased to an archery club. I want to share that there's a structure located there that was a previous tower Goodyear used, but this seems to be the best viable property in that Southwest location. There's a second property in Portage County on Sunline Drive but it's a little tight and we don't know if it would work and it would be an eyesore to the development that's located there. So a part of the project, if we were to build on this site, is the removal of the structure on Waterloo Road past the Suffield Fire Station, probably three hundred yards getting close to the Summit County Line.

We will be putting our bid package out for the construction of the three towers at this site, which includes the removal of the structure.

Commissioner Badalamenti asked about the building behind the structure and Deputy Director Lee stated in the past, it was used for training and amateur radio, but it is abandoned. Director Shackelford pointed out it's one of the highest locations in the County so it will be out of the way.

The shelters came back a little more expensive, they used to be at around \$125,000 for the actual shelter and it's a 12' by 20' building which includes a generator, all the Motorola equipment, electricity, power, and fiber that go to the tower and the quote came back at \$200,000, which includes shipping from a couple of different companies.

Commissioner Christian-Bennet ask if we received an award for \$4 million for the MARCS Towers and Director Shackelford responded he sent an email with that information. Portage County committed to building the shelter and the tower, when the State of Ohio revisited the project, they said the best option to make our system even better was to switch us to what's called a Simulcast. Before we were doing stand-alone sites, the Simulcast makes all six sites connected and increases the coverage down to a local level and makes it better. In order to do so, it was a significant capital investment by the State of Ohio, and they went back to the Controlling Board, and they approved \$4.3 million.

Commissioner Christian-Bennet asked if we're still going to be able to turn the tower over and Director Shackelford responded yes. Commissioner Christian-Bennett indicated in the Governor's speech yesterday, he allocated \$28 million for MARCS towers in fiscal year 2024, and another \$17 million for 2025 for the user fees. Director Shackelford indicated that is another positive, huge contribution we did not expect that and that's the first time the State of Ohio has committed to all public safety agencies that the user fees in the MARCS system would be covered by the State of Ohio.

We were at a regional communications meeting and a lot of communities are buying used shelters from old cell phone tower sites, so I've taken a look online, and we're going ask the State of Ohio to see whether it's a viable option to buy a used shelter which checks most of the boxes, but we will have to do small electrical changes to it. I've been seeing new shelters from anything from \$17,000 to \$27,000. So if we put another \$10,000 to \$15,000 into renovating an existing shelters, it may be more cost effective.

Commissioner Badalamenti asked if the shelters are moveable and Director Shackelford confirmed they were as they are portable and they load them on a flatbed trailer and ship them out. The specifications are about 60,000 pounds and they are fabricated out of State and they will ship them in prefabricated to our specifications if we were to build them new.

I am looking at other options, but if we have to go the new route costs may be a little bit higher than anticipated.

Commissioner Christian-Bennett pointed out that we always plan for contingencies.

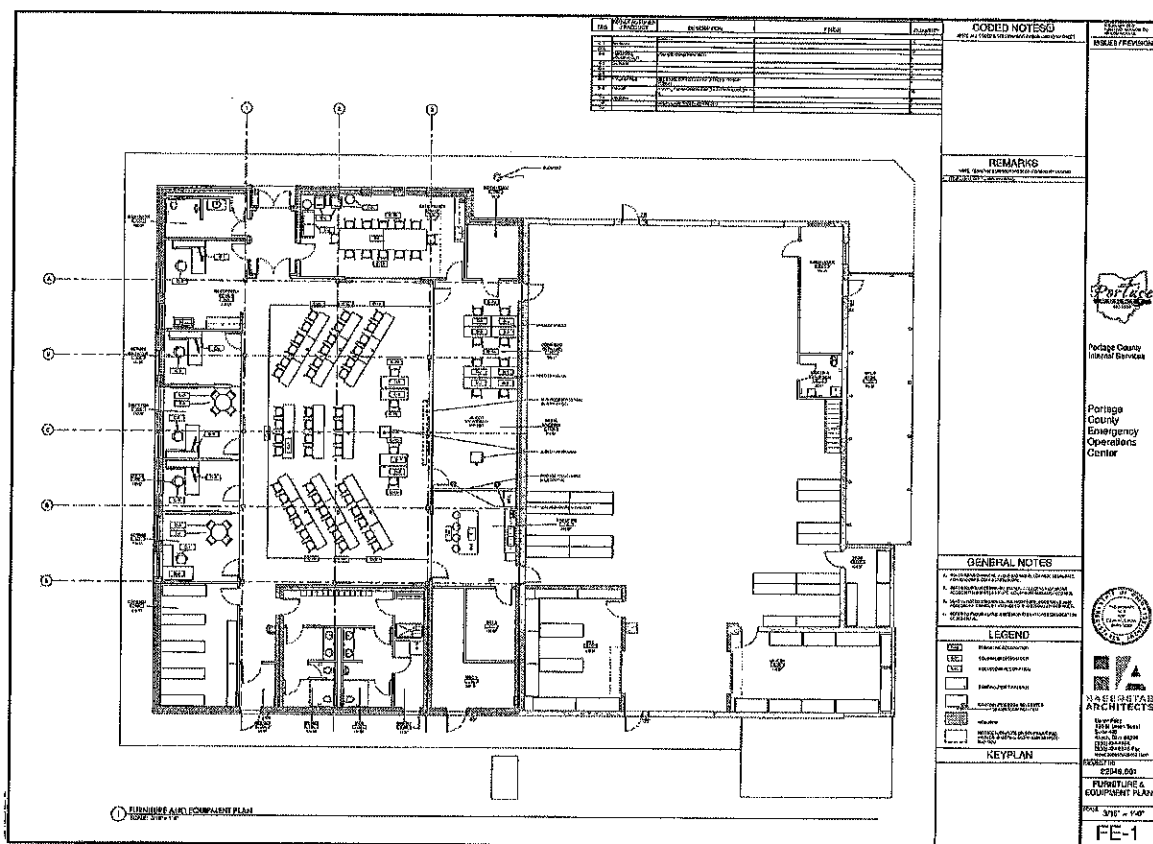
Commissioner Badalamenti asked about the towers and the steel and wondered if we are able to obtain the steel and Director Shackelford stated we'll find out.

The shelters are a six (6) to eight (8) month build, but if we buy used, we can have it shipped in and we'd have our vendor fabricate it to the exact specifications we need. So we are taking that project and moving it to the front of the project management schedule so that we can get it going.

2. Emergency Operations Center Update

We are working with the architects and Internal Services to make subtle changes to the final drawings. They've tested the well and the earth and we're moving along.

Director Shackelford presented a general floorplan drawing of the new building and will provide the Board with additional information on the square footage via email.



Director Shackelford noted the new table and chair area will be the orientation area, but it will not mimic the picture above, but the drawing provides an overview of what it could look like inside. The orientations will be left to right or west to east for the room.

We were looking at April 2024 for the building, but it's looking more toward September 2024.

3. *Broadband Stats Update*

Director Shackelford indicated we have two different projects, the Portage County funded project and the rural digital opportunity fund or RDOF, which is federally funded. On the federal side, Spectrum has asked to see what's going on because it's important and it's impacting our citizens and on the RDOF side, they've already started the project, and a part of that left is about 1,600 separate locations and census blocks they were building to and they've expanded that into what's called synergy areas as it may not be a part of the original RDOF, but it's advantageous for them to continue down that road and build out. So, what was originally around 1,600 locations is now about 2,600 locations, including synergy areas, which is positive. This is fiber internet to the house, which is a significant impact.

On the Portage County side of the house, we're still working through subtle language on the contract side and there are some emails to help us get it figured out today so we can move forward with the contract.

They've already started the pole agreements because every pole is owned by someone separately and that's the longest delay of the project is getting the person that owns the pole to agree to have Spectrum put up the fiber optics.

Commissioner Christian-Bennett asked if we received any grant funding for broadband and Director Shackelford stated we did not, we are using ARPA funding and Commissioner Christian-Bennett mentioned the Governor put in his budget the deployment of broadband to expand in fiscal year 2024 for \$105 million.

Director Shackelford reported from our survey, only 91 of the 464 responses were outside Spectrums service area. The problem is that the 91 are served by another private entity and Spectrum will not go into a competitor's territory. So there's really not much more you can do on the fiber cable side of the house because they won't compete unless they buy each other out. The only other option is fixed wireless and I shared that with the County Commissioners Association of Ohio (CCAO) and mentioned they should look at some of the advancing technologies on fixed wireless so that we can put other providers in areas and at least give citizens another option versus poor service that they're getting with cable. It was nice to see out of 464 responses only 91 were in there, but we still feel for the 91 because we know what kind of service they have. Most of the 91 were located in Northeast Portage County closer to Nelson and Freedom.

Commissioner Tinlin asked how long we've had the radios and what they were used for and Director Shackelford replied we've had the radios for a couple of months and it was provided by Summit County to work for one of our towers.

Resolution:

1. The Board of Commissioners authorized the transfer of an 800 mhz radio system from the Portage County Office of Homeland Security and Emergency Management to the Wadsworth Police Department./Resolution No. 23-0084.

DEPARTMENT OF BUDGET AND FINANCE

Present: Department of Budget and Financial Management Director Jackie Petty

Discussion:

1. Hills Pond Dam Financial Impact

Director Petty reported that last year, we set aside \$2 million for the Hills Pond Dam Project and the County Administrator mentioned it's going to cost more to complete that project. We have money in the General Fund that we could transfer to the project, but the questions are when do we want to do the transfer and how much funding would the Board like to move?

Commissioner Christian-Bennett noted the cost is going to be \$2.44 million and suggested instead of transferring the full additional \$1 million, we just do a \$500,000 and leave the other half in case it's needed and Commissioner Badalamenti agreed. Commissioner Badalamenti suggests holding off on the transfer until they provide a start date and once, we get through \$2 million dollars, then we can make a decision on what funding is still needed. Director Petty noted the full \$2 million dollars is still in the fund and they've spent \$1,200 last year on the Title Agency.

Commissioner Christian-Bennett recalled the Board was provided a quote of \$2.4 million and there were add-ons. My suggestion was to move forward and transfer another half and leave the other half because this will start moving in 2023. We know it's going to be at least \$2.4 million, so let's move a half a million more at this time.

At this time, the Board agreed to move an additional \$500,000 into the Hills Pond Dam fund based on a quote of \$2.4 million they received from EMH&T and Director Petty will prepare the necessary resolution.

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The executive session has been removed from today's agenda as the County Administrator is out of the office.

MISCELLANEOUS

Journal Entries:

1. The Board of Commissioners acknowledged receipt of the January 27, 2023 Certificate of the County Auditor that the Total Annual Appropriations from each fund **DO EXCEED** the Official Certificate of Estimate 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

2. The Board of Commissioners acknowledged receipt of the Portage County Revolving Loan Fund Balance Sheet dated October 31, 2022, as presented by Neighborhood Development Services.

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 Portage County Revolving Loan Fund Balance Sheet dated November 30, 2022, as presented by Neighborhood Development Services.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

4. The Board of Commissioners acknowledged receipt of the Portage County Revolving Loan Fund Balance Sheet dated December 31, 2022, as presented by Neighborhood Development Services.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

Recessed: 9:35 AM

Reconvened: 10:00 AM

PORTAGE AREA RECOVERY CENTER (PARC)

Present: Allyson Westover, Program Manager and Cecelia Wheaton

Discussion:

1. Introduction to PARC Program

I am Allyson Westover and I'm the Program Manager for Recovery Housing which is owned by Family and Community Services in Portage County. I currently am running the Women's Recovery House that Cecelia Wheaton is going to talk to you about. She currently resides there but is moving on to sober living tomorrow.

Family and Community Services have five recovery houses in Portage County that I oversee. Some of the houses are just men, some are just women, and some apartment buildings have a little bit of both.

We thought it would be nice for Ms. Wheaton to talk about her experience there so you can get a better understanding of what we do.

I'm Cecelia and I was born here in Ohio. My parents divorced when I was young, and moved to Illinois, and I grew up in Illinois for a while and went through some trauma there. I then went through some more trauma with relationships and with my soon-to-be ex-husband and I started using drugs. Then I asked for help and my sister Angela Atkins helped me get out to Horizon house and I was there for 60 days and chose the option to go to PARC. On August 15, I went to PARC.

While I've been at PARC, they've helped me with trauma counseling at Townhall II, drug and alcohol counseling at Townhall II, IDDT for intense dual diagnosis treatment to focus on your mental health than your drug use.

I'm also helping run meetings for Loads of Love, that's my own group on Tuesdays and Fridays. On Tuesdays, we have a Bible study and we invite people to come in and do a load of laundry for the homeless and give them a meal. On Fridays, we like to do activities with them at God's Church in Ravenna. Also on Fridays, I help run the Hope On a Rope meeting. Starting this upcoming Monday, I'm going to be going back to PARC to help run a 12-step recovery meeting with the girls there.

Commissioner Badalamenti asked what the next six months look like for you and Ms. Wheaton replied I want to get my peer support and come back and be an advocate and I'll have to talk to some of the staff at Townhall II and they'll set me with classes I can take, which are free. There are some online classes and in-person training with them and after all that, I'll be able to come back and advocate for other people like me. Ms. Wheaton stated I think I finally found my calling in life so that's why I want to go that route and that's why I'm trying to help run the meetings because I feel like getting out there helping somebody every day.

Commissioner Christian-Bennett explained I'm very active in the Recovery Community and they say it not only helps others but it helps in your own sobriety and others think they can trust you because you've been there.

Ms. Westover shared that Ms. Wheaton has done an excellent job while in our program. Portage Area Recovery Center or PARC for short, houses 23 women and we don't give an out-date. In our situation, we have an entire apartment building so everybody shares an apartment with someone, but we leave it up to the women as to when they feel they are ready to make the next step. At PARC, we meet together, we have a peer support person, we have an advocate, we have a case manager and then myself, and we meet with them and put a plan together.

Commissioner Christian-Bennet comments Hopetown follows a similar program and as long as you're staying on track, you're doing your programming, you're working, you're volunteering, they have a home for men and women until they are truly ready to leave.

Ms. Westover mentioned that we offer apartment buildings that are sober living that offers them independence and it kind of gives them up to a year lease to figure out where they want to go from there. When someone goes into sober living, they still get case management and there's still accountability with more independence.

Currently, there are 23 women at PARC and 6 apartments for sober living. We also have the men's facility where we have eight apartments and another one that has four apartments.

Ms. Westover worked for Portage County and shared I was a Probation Officer for a number of years and I also worked for the Public Defender's Office for a short time and then had the opportunity to come to PARC to be a Program Manager.

Commissioner Badalamenti asked about the length of stay people typically have and Ms. Wheaton replied it just depends on the person, you have to be ready down deep in your soul, or it's just not going to work for you.

Commissioner Christian-Bennett pointed out that the Board provides funding money each year to Park Place in the amount of \$25,000 a year for 10 years.

AVIATION MANAGEMENT CONSULTING GROUP

Present: Regional Airport Authority President Mark Atwood, and Vice President Homer Lucas, and David Benner, Aviation Management Consulting Group (AMCG) via Zoom video

Discussion:

1. Updates on Airport

Mr. Benner indicated there is an Airport and FBO Assessment and an Airport and FBO Options Analysis. If we start from the assessment side looking at both the Airport and the FBO, it is really the governance management area that we are focusing on. We will talk about some of this and the operational impacts from an airport standpoint - product services, facilities, community from an environment standpoint, and then ultimately getting into the financial performance. Flipping over to the FBO side, that is more into the operations for products and services that are provided at the Airport, what's reasonable, facilities, recent developments or planned developments into the future, but this is going to come across from a documentation standpoint as significant findings. You'll see in the upcoming draft, a top 10 of the areas to take the Airport and the FBO into the future from our perspective and the 10 top areas that really need to happen for both of those pieces.

The options come down to defining and analyzing each of these options, evaluating them from a County and customer or consumer perspective. After that comes the Financial Analysis that will be completed.

From our last meeting in November, we met with the Commission and then had the opportunity to meet with Mark, Homer and Dick and we were able to spend the day with them to tour the Airport and walk the grounds. We received information before we were on site and additional information while we were there.

Looking at the lease agreements from an Airport and FBO management purchase perspective, the management claim documents, rules that exist, minimum standards, and bylaws from the ongoing master planning effort are being reviewed.

On the operational side, the understanding of what is going on with the 'through the fence' situation and the finances are a big piece of the project - the financial reports, the existing rights and fee structure, and that takes us into the analysis. We are completing the analysis now by going through the community and Airport background to understand all of the different pieces that impact our assessment and impact our recommendation from an option standpoint. The agreements, obviously, are very important, who has the responsibility for what, who is paying who, and the conditions of the lease agreements going through to summarize, and understand each agreement. The final big piece is the 'through the fence' situation and understanding the FAA history and the current effort that are going on from their perspective.

The last piece will be the delivery of the Assessment and Options Analysis to initiate an internal review which will take a couple of days and we should have it to you by Monday. The report will include a community Airport and FBO background, the current plan initiatives that are going on from a County Airport perspective and into the assessment for the Airport and the FBO. The assessment includes 10 key pieces. Then we move into the Options Analysis evaluating each of those areas. All of the document background leads to our recommendation from a governance management and operational perspective. We have a plan to do the Financial Analysis and one of the selected options from the Airport side and one from the FBO side. As you know from a financial standpoint with all of the information that we have now, once we get the thumbs up from the Board in terms of the selected option(s), we are a couple of weeks away from the Financial Analysis being complete. That assessment will complete all of the different aspects of the initial assessment and options analysis, for assessing the Airport, the FBO, analyzing the options, and then going through a recommendation and financial analysis.

Commissioner Christian-Bennett asked for any comments or specific concerns on what you've seen so far and Mr. Benner responded it's a lot of information that I think would be appropriate to read. I do know that looking at the Airport, there are some hurdles and things that need to be worked through, and I don't think that is a surprise to anyone, but there's a lot of opportunity, as well. I will need to have further discussions with Michelle because we want to ensure we have the facts correct and the Board will have an opportunity to review it once completed.

Mr. Benner continued that our standard approach and protocols are that we have our recommendations and our comments based upon our experience and professional background, so we do a lot of rent and appraisal work, we provide our professional opinion, we get back to you, and make sure we get the information correct, but our opinion is our opinion. We want to make sure we get the facts correct initially and then from there is your review and we make time to answer any questions, what those selected options are, and then we do that financial piece. Trying to understand the existing financial picture, we have information that was provided to us from the Authority as to the understanding of the rents and fees, obviously, understanding all the different hangars, who owns what, where the property line is, all those are important pieces so we can project and understand what the financial ramifications are into the future.

There is some capital needed in the future, it'd be great if everyone wanted to pay even more rent, but that's not the approach we're taking, we just want to understand what the financial picture is today, what the opportunity is in to the future, what are some of the capital pieces that are going to be required for the Airport and the FBO as they stand today and then into the future. That's all coming, but all of this requires very important legwork to be able to make projections appropriately.

Commissioner Christian-Bennett asked about the timeline and Mr. Benner responded we will have the Assessment and Options Analysis to you by Monday, then it depends on how long of a review period you'd like to have. During your review period, we could start providing the different financial analysis, maybe three to four weeks out from Monday, and once the selection comes back from the County on which options we're going to look at, then we provide different details as to the different models we have with different financial impacts and I'd say three to four weeks for us to finish it up and that would be the final document.

Commissioner Badalamenti stated you're going to send us information next week on Monday and we'll have a couple of weeks to process it and then we'll talk again, is that the plan? Mr. Benner stated I think it's appropriate for each of you to have an opportunity to review it, whether we have an opportunity to meet and talk through questions if those questions are provided to us, but whatever structure is best for you will work for us.

If you decide which option(s) you want to add, we can begin the financial analysis and then the document comes back to you again. Then from there, we will have to talk about the actual analysis again, which puts us into early/mid-March.

Commissioner Badalamenti recapped that Mr. Benner will provide information to us on Monday and that information will contain Options A, B, and C, then we piecemeal that together and come up with the next step for you guys and Mr. Benner replied that will determine the final Financial Analysis that we do depending on which option has been selected.

Commissioner Tinlin asked if we will receive an opinion when we receive the information and Mr. Benner replied the Board will have three choices on the Airport side and three choices on the FBO side, but we're going to recommend what we think is best for each one. It's ultimately the Board's decision if it wants to accept the recommendations.

After the meeting concluded, Mr. Lucas wondered if Mr. Benner planned to make a recommendation of what he thinks is best, and what would that be based on? The best for the Airport would be a Financial Analysis and Commissioner Badalamenti stated that is going to be coming, as well.

Commissioner Christian-Bennett heard Mr. Benner say he was going to provide the Assessment Option Analysis on Monday and meanwhile, depending on how long it takes us to read the 60 page document, they were going to go ahead and start the Financial Analysis.

Mr. Atwood mentioned the financial detail is significant, so they don't want to do a financial analysis on every option. If you came back and said, you'd like option A and we also want to explore option C, they would do it for both, but they don't want to do all of it.

Recessed: 10:44 AM
Reconvened: 11:00 AM

No public comment in attendance.

* * * *

**RESOLUTION NO. 23-0073 - RE: TRANSFER FROM FUND 1415, CHILD
WELFARE SPECIAL LEVY FUND TO FUND
1410 PUBLIC ASSISTANCE FUND**

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

WHEREAS, the Child Welfare Special Levy Fund owes the Public Assistance Fund for Shared Costs and Social Services cost pool costs paid out of the Public Assistance Fund; and

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

RESOLVED, that the following transfer of funds be made in the amount of \$330,000.00, \$80,863.17 for SFY22 4th Qtr final pymt and \$249,236.83 for SFY23 1st Qtr pymt #1 as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 1415, CHILD WELFARE SPECIAL LEVY FUND

ORGCODE - 14150519

Debit Expense Account

Object: 912000 – JFS Shared

Project 5SHAR \$330,000.00

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Credit Revenue Account

Object: 282000 – JFS Shared

Project 5SHAR \$330,000.00

; and be it further

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

the Department of Budget and Financial Management; and be it further

RESOLVED,

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

Roll Call Vote as Follows:

Sabrina Christian-Bennett, Yea;
* *

Mike Tinlin, Yea;
*

Anthony J. Badalamenti, Yea;
* *

RESOLUTION NO. 23-0074

**RE: TRANSFER FROM FUND 0001, GENERAL
FUND TO FUND 1410, PUBLIC
ASSISTANCE FUND**

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

WHEREAS,

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

WHEREAS,

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

RESOLVED,

that the following transfer of funds be made in the amount of \$29,188.01 for the month of February 2023 as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 0001, COUNTY GENERAL FUND

ORGCODE - 00100009

Debit Expense Account

Object: 910000 – Transfer Out

\$29,188.01

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Credit Revenue Account

Object: 280000 – Transfer In

Project: NONE

\$29,188.01

; 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:

Sabrina Christian-Bennett, Yea;

*

Mike Tinlin, Yea;

*

Anthony J. Badalamenti, Yea;

*

*

RESOLUTION NO. 23-0075

-

**RE: CASH ADVANCE REPAYMENT FROM FUND
1162, FEMA PLANNING TO FUND 0001,
GENERAL FUND**

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

WHEREAS,

via resolution 19-0520 a cash advance for \$15,350 was given to fund 1162, FEMA Planning from Fund 0001, General Fund, and

WHEREAS,

as of January 30, 2023, \$15,350 remains outstanding, and

WHEREAS,

this advance is in repayment; now therefore be it

RESOLVED,

that the following cash advance repayment be made in the amount of \$15,350 as recommended by the Director of Budget & Financial Management:

FROM:

FUND 1162, FEMA PLANNING

ORGCODE - 11629309

Debit Expense Account

Object 921000 – Advance Out Returns

\$ 15,350

TO:

FUND 0001, GENERAL FUND

ORGCODE - 00100002

Credit Revenue Account

Object 291000 – Advance In Repayment

\$ 15,350

; and be it further

RESOLVED,

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

RESOLVED,

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

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

Roll Call Vote as Follows:

Sabrina Christian-Bennett, Yea;

*

Mike Tinlin, Yea;

*

Anthony J. Badalamenti, Yea;

*

*

RESOLUTION NO. 23-0076

-

RE: RESCIND RESOLUTION NO. 23-0049: SET PROPOSAL DATE FOR THE REQUEST FOR QUALIFICATIONS FOR CONSULTING SERVICES FOR OVERSITE AND COMPLIANCE FOR AMERICAN RESCUE PLAN FUNDS FOR THE PORTAGE COUNTY COMMISSIONERS.

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

- WHEREAS,** on January 19, 2023, the Board of Commissioners adopted Resolution No. 23-0049, to set a proposal date for the request for qualifications for consulting services for oversight and compliance for American Rescue Plan Funds for the Portage County Commissioners; and
- WHEREAS,** it was discovered that a resolution to set a bid date for a Request for Qualifications is not necessarily due to resolution No. 22-0157, which indicates that the Board of Commissioners self- certify that \$50,000 will be the micro-purchase threshold for the County's ARPA expenditures as permitted by 2 CFR Section 200.320(a)(iii) and (iv), now therefore be it,
- RESOLVED,** that Resolution No. 23-0049, adopted January 19, 2023, authorizing a set proposal date for the request for qualifications for consulting services for oversight and compliance for American Rescue Plan Funds for the Portage County Commissioners is hereby rescinded; and be it further
- RESOLVED,** that a certified copy of this resolution be filed with the Grant Administrator, and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll Call Vote as Follows:

Sabrina Christian-Bennett, Yea;

*

Mike Tinlin, Yea;

*

Anthony J. Badalamenti, Yea;

*

RESOLUTION NO. 23-0077

-

**RE: AUTHORIZING THE PREPARATION OF
PLANS, SPECIFICATIONS AND ESTIMATE
OF COST FOR PROJECT NO. SH-2 (23-010),
BOLINGBROOK WWTP SLUDGE TANK
REPLACEMENT, IN THE PORTAGE
COUNTY REGIONAL SEWER DISTRICT,
SHALERSVILLE 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, it has become necessary for the Portage County Water Resources Department to request authorization to prepare plans, specifications and estimate of cost for the Project No. SH-2 (23- 010), Bolingbrook WWTP Sludge Tank Replacement, hereinafter referred to as the "PROJECT"; and

WHEREAS, the Portage County Water Resources Department has the need to remove two (2) existing steel aeriated sludge holding tank that have exceeded their useful working life and degraded to a point beyond simple repair and replace with one (1) new precast concrete tank of similar capacity; now therefore it be

RESOLVED, that a copy of this resolution be filed with the Portage County Auditor, the Department of Budget & Financial Management, the Grant Administrator, and the Portage County Water Resources Department; and be it further

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

Roll Call Vote as Follows:

Sabrina Christian-Bennett, Yea;

*

Mike Tinlin, Yea;

*

Anthony J. Badalamenti, Yea;

*

RESOLUTION NO. 23-0078

-

**RE: AUTHORIZING THE PREPARATION OF
PLANS, SPECIFICATIONS AND ESTIMATE**

**OF COST FOR PROJECT NO. ST-4 (21-060),
STREETSBORO BIOSOLIDS DRYER
REPAIRS PROJECT, IN THE PORTAGE
COUNTY STREETSBORO SANITARY
SEWER DISTRICT NO. 4, CITY OF
STREETSBORO.**

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

- WHEREAS,** this Board by Resolution No. 67-17, adopted February 2, 1967, established Portage County Streetsboro Sanitary Sewer District No. 4, hereinafter called the "SEWER DISTRICT"; and
- WHEREAS,** the Portage County Water Resources Department requests authorization to prepare plans, specifications and estimate of cost for the Project No. ST-4 (21-060), "Streetsboro Biosolids Dryer Repairs" referred to as the "PROJECT"; and
- WHEREAS,** the PROJECT is necessary because Water Resources has the need for repairs of the biosolids dryer to maintain operations at the Streetsboro Wastewater Treatment Plant, 9501 Jefferson Street, Streetsboro, Ohio; and
- WHEREAS,** the PROJECT will design, construct, and provide improvements to the Streetsboro Wastewater Treatment Plant; and
- WHEREAS,** the PROJECT has been approved for a \$1,500,000 grant sourced from the American Rescue Plan Act (ARPA) as directed and approved from the Board of Commissioners; now therefore be it
- RESOLVED,** that this Board hereby ratifies and approves to authorize the preparations of plans, specification and estimate of cost for said PROJECT; 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:

Sabrina Christian-Bennett, Yea;
*

Mike Tinlin, Yea;
*

Anthony J. Badalamenti, Yea;
*

RESOLUTION NO. 23-0079

RE: AMEND RESOLUTION 22-0730, ADOPTED
DECEMBER 15, 2022, APPROVING
SPECIFICATIONS AND BID DATE FOR
SILICA SAND ROAD BRIDGE
REPLACEMENT (NEL 162, CH 253), OVER
EAGLE CREEK IN NELSON TOWNSHIP,
PORTAGE COUNTY.

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

- WHEREAS,** on December 15, 2022, the Board of Commissioners adopted Resolution No. 22-0730 approving specifications for the Silica Sand Road Bridge Replacement and setting time and date for receiving of said bids; and
- WHEREAS,** it has now become necessary to edit publication date for Receiving of Bids in the Record Courier, now therefore be it
- WHEREAS,** that Resolution No. 22-0730 is to be amended to read as follows:
- * * * * *
- WHEREAS,** the Portage County Engineer has determined it necessary to replace the **Silica Sand Road Bridge (NEL 162, CH 253)**, over Eagle Creek (between Parkman and Frazier Road) in Nelson Township, and
- WHEREAS,** plans and specifications for this project have now been completed and are on file with the Portage County Commissioners and the Portage County Engineer; now therefore be it
- RESOLVED,** that plans and specifications, as submitted, are approved for furnishing all labor, materials, and equipment necessary for the replacement of the **Silica Sand Road Bridge**, over Eagle Creek (between Parkman and Frazier Road) in Nelson Township, and be it further
- RESOLVED,** that sealed bids will be accepted by the Portage County Director of Internal Services' new location entrance off Chestnut Street, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio 44266 until **3:00 P.M., Local Time, March 15, 2023**; and be it further
- RESOLVED,** that Notice of Receiving Bids shall be published in the Record Courier on **February 3, February 10 and February 17, 2023**, and a copy thereof be posted on the Official Bulletin Board of the Board of Portage County Commissioners 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:

Sabrina Christian-Bennett, Yea;
*

Mike Tinlin, Yea;
*

Anthony J. Badalamenti, Yea;
*

RESOLUTION NO. 23-0080 - RE: ACCEPT PROPOSAL FROM EUTHENICS, INC. AND ENTER INTO AGREEMENT FOR PROVIDING PLAN REVIEW SERVICES FOR 2023 PLAN REVIEW AND MISCELLANEOUS STUDIES

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

- WHEREAS,** the Portage County Engineer has determined that it will be necessary to acquire the services of a consultant to perform plan review services for 2023 Plan Review and Miscellaneous Studies, and
- WHEREAS,** the Portage County Board of Commissioners, by Resolution No. 22-0696, authorized the Portage County Engineer to accept current statements of qualification from engineering consulting firms seeking to provide professional services during the years of 2023 and 2024; and
- WHEREAS,** the Portage County Engineer selected EUTHENICS, INC. ("CONSULTANT") from the list of consultants who have a statement of qualification on file for 2023 and 2024, to submit a technical and fee proposal to provide plan review services for 2023 Plan Review and Miscellaneous Studies; and
- WHEREAS,** the Portage County Engineer, upon review of the proposal from "CONSULTANT," recommends that said proposal be accepted by the Board of Portage County Commissioners; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners does hereby accept the proposal of "CONSULTANT" and authorizes the Portage County Engineer to enter into an agreement for providing plan review services for 2023 Plan Review and Miscellaneous Studies; and be it further
- RESOLVED,** that a contract be entered into with EUTHENICS, INC., 8235 Mohawk Drive, Cleveland, Ohio 44136 at a not to exceed cost of \$45,000.00 and be it further
- RESOLVED,** that the Portage County Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption

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

Roll Call Vote as Follows:

Anthony J. Badalamenti, Yea;

*

*

Sabrina Christian-Bennett, Yea;

*

Mike Tinlin, Yea;

*

RESOLUTION NO. 23-0081

-

RE: A RESOLUTION AUTHORIZING THE PORTAGE COUNTY ENGINEER TO ENTER INTO LOCAL PUBLIC AGENCY (LPA) AGREEMENT NO. 38284 – PID #114543 WITH THE DIRECTOR OF THE OHIO DEPARTMENT OF TRANSPORTATION FOR THE PROJECT KNOWN AS THE REPLACEMENT OF RANDOLPH RD (CH 10) BRIDGE (SFN 6733646) OVER POTTERS CREEK, PORTAGE COUNTY, OHIO.

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

WHEREAS, the Portage County Engineer has secured federal funding from the State of Ohio, Department of Transportation for eligible construction costs for the replacement of Randolph Rd (CH 10) Bridge (SFN 6733646) over Potters Creek, in Portage County, Ohio, and

WHEREAS, the Portage County Engineer has received LPA Agreement No. 38284 – PID #114543 from the Director of the Ohio Department of Transportation for said project, and

WHEREAS, the LPA Agreement will provide 100% eligible preliminary engineering and construction costs (up to grant maximum) for appropriate work completed at a rate of 80% Federal CEAO bridge funds, and 20% Toll Revenue Credit, now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby authorize the Portage County Engineer to enter into LPA Agreement No. 38284 – PID #114543 with the Director of the Ohio Department of Transportation for the Randolph Road Bridge Replacement Project, 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:

Sabrina Christian-Bennett, Yea;
*

Mike Tinlin, Yea;
*

Anthony J. Badalamenti, Yea;
*

RESOLUTION NO. 23-0082

-

**RE: DECLARE OBSOLETE AND AUTHORIZE
THE SALE OF A VEHICLE 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 28, 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:

2007 Mercury Milan – Vin# 3MEHM07117R603246

- 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:

Sabrina Christian-Bennett, Yea;

*

Mike Tinlin, Yea;

*

Anthony J. Badalamenti, Yea;

*

*

RESOLUTION NO. 23-0083

-

**RE: A RESOLUTION REJECTING ALL
PREVIOUSLY SUBMITTED BIDS
CONCERNING THE 911 DISPATCH
WORKSTATION/FURNITURE PROJECT
AND AUTHORIZING THE ARCHITECT TO
DRAFT NEW SPECIFICATIONS FOR THE
PROJECT**

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"), in its initial bid documents for the 911 Dispatch Workstations project reserved the right to reject any and all bids; and

WHEREAS, the Board has determined to proceed with the preparation of a second set of bid documents and for which the architect will draft specifications for eight (8) workstations.

RESOLVED, the Board hereby determines to reject all previously submitted bids for the 911 Dispatch Workstations project and authorizes the architect to draft specifications compliant for eight (8) workstations to be installed for the 911 Dispatch Center.

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:

Sabrina Christian-Bennett, Yea;

*

Mike Tinlin, Yea;

*

Anthony J. Badalamenti, Yea;

*

*

RESOLUTION NO. 23-0084

-

**RE: TRANSFER 800 MHz RADIO SYSTEM FROM
THE PORTAGE COUNTY OFFICE OF
HOMELAND SECURITY AND EMERGENCY
MANAGEMENT TO THE WADSWORTH
POLICE DEPARTMENT**

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

WHEREAS, Portage County has personal property which is no longer needed for public use, and they would like to transfer ownership of the items to the Wadsworth Police Department, Medina County; now there for be it resolved.

RESOLVED, that the Board of County Commissioners hereby authorizes and accepts the equipment transfer by Portage County the donation to the Wadsworth Police Department as follows:

<u>Items</u>	<u>Value:</u>
800 MHz Regional Radio System (SCA8RRS)	\$39,000.00

; and be it further

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

Roll Call Vote as Follows:

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

Journal Entries:

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 Jennifer Hefner, Child and Adult Protective Service Supervisor, in Portage County Job and Family Services. The tentative start date is Tuesday, February 21, 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. Agree to approve an internal transfer for Theresa Besaw, promoted to JFS HR Generalist for Portage County Job and Family Services, effective February 20, 2023.

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 three-day internal posting of a non-bargaining position, JFS Training Specialist, for the Portage County Job and Family 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 anniversary/probationary step increase for the following non-bargaining employees:

a. *Gerry Lower – January 25, 2023 ~ DBFM*

b. *Sheryl Kendrick – February 1, 2023 ~ DBFM*

c. *Kristi Gellner – February 6, 2023 ~ JFS*

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

5. The Board of Commissioners approves a refund to John R. Fassnacht in the amount of \$47.66, for an assessment done in error for recycling services on Parcel Number 32-003-00-00-021-000 in Rootstown, as 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

6. The Board of Commissioners approves a refund to Thomas McCambridge Sr. in the amount of \$70.66, for an assessment done in error for recycling services on Parcel Number 01-024-00-00-007-000 in Atwater, as 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

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 26, 2023 bills/ACH payments, wires, journal vouchers and then & now's, and the January 30, 2023 wire, 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	\$2,212,732.31	(Includes late fees of: \$48.68)
ACH/Neil Group of	\$20.00	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$0	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$0	
Journal Vouchers totaling:	\$43,797.59	
Then and Now list totaling:	\$1,009,724.72	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

Expenditure Review		
County Funds: (0001 – 8399)		
Bill Payment and ACH list totaling:		
Bill Payment list	\$0	(Includes late fees of: \$0)
ACH/Neil Group of	\$0	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$0	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$0	
Journal Vouchers totaling:	\$0	
Then and Now list totaling:	\$0	
Debt Service wire list:	\$0	
BWC Wires:	\$15,692.00	

8. Process the January 26, 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 authorize the electronic filing of the quarter subgrant report to the Ohio Office of Criminal Justice Services for the Domestic Violence Intervention Project for the VAWA Grant (2021-WF-VA2-8222) for the grant period ending September 30, 2022, as requested by William Kornbau, Family & Community Services.

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 adopted the IRS 2023 standard mileage rate of \$.655 cents per mile reimbursement for 2023, as recommended by Internal Services Deputy Director Shannon Kautzman.

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 27, 2023 Certificate of the County Auditor that the Total Annual Appropriations from each fund **DOES EXCEED** the Official Certificate of Estimate Resources for the fiscal year beginning January 1, 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

12. The Board of Commissioners acknowledged receipt of the Portage County RLF Balance Sheet dated October 31, 2022 as presented by Neighborhood Development Services.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

13. The Board of Commissioners acknowledged receipt of the Portage County RLF Balance Sheet dated November 30, 2022 as presented by Neighborhood Development Services.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

14. The Board of Commissioners acknowledged receipt of the Portage County RLF Balance Sheet dated December 31, 2022 as presented by Neighborhood Development Services.

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 **February 2, 2023, at 11:01 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 **February 2, 2023.**



Anthony J. Badalamenti, President



Sabrina Christian-Bennett, Vice President



Mike Tinlin, Board Member



Amy Hutchinson, Clerk