



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, February 16, 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 Barb Tittle.

1. The Board of Commissioners agreed to suspend approval of the February 9th, 2023, 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

Discussion:

1. *Kent State Students*

Director Soltis had a meeting with 7 Kent State students and some of them will be attending the meet and greet next Wednesday.

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 Kayleigh Shaffer, Micro-Film Clerk Part-Time, in Portage County Internal Services, Records Center. 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. Authorize the hire of Kassidy Parbel, Administrative Assistant, in Portage County Board of Commissioners. 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

3. Approve a revised job description for a Wastewater Treatment Operator at Regional and Streetsboro Facilities at 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

4. Agree to approve an interim transfer for Shannon Kautzman, to Interim Director of Internal 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

5. Authorize the three-day internal posting of two (2) bargaining positions, for an Eligibility Specialist, Public Assistance Division for the Portage County Job & Family Service, with an 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. Accept the resignation of Keith McCarter, GIS Coordinator for the Portage County Water Resource effective February 24, 2023

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

7. Approve a job description for a GIS Administrator at 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

8. Authorize the three-day internal posting for a non-bargaining position, for an GIS Administrator, for the Portage County Water Resources, with an 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

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

- a. Dawn Collins ~ Solid Waste
- b. Rebecca Brown ~ Job and Family Services
- c. Scott Lazzara ~ Job and Family Services
- d. Shawn Kelly ~ Job and Family Services
- e. Scott Hendon ~ 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 and Internal Services Interim Director Shannon Kautzman

Discussion:

1. Fund 4002, Multi-Purpose County Building Acquisition & Rehabilitation Fund – need for an additional \$269,778 for County Building Projects.

Director Petty reported last year, \$5 million dollars was set aside into Fund 4002 for building projects and most of the funding has been already encumbered and there's a need for additional funding to extend several contracts which total \$5.4 million. A small amount of funding is available in unappropriated certification Fund 4002. The additional request is for \$5,086,056 as follows:

Additional Building Renovation Costs Estimates, as of February 16, 2023

Admin Building Elevators (3) - \$1,000,000

Annex Renovation (HVAC, Ramp renovation and Basement) - \$26,000 architect

\$500,000 project expense

Probate Court Renovation- \$500,000
 Riddle Block Roof - \$450,000
 Riddle Block HVAC - \$195,000
 Sheriff Dispatch Center - \$700,000
 MARCS Tower Costs (3) - \$2,100,000

Less:

Fund 4002 (available unappropriated certification) - \$384,944

The total request for the additional transfer – \$5,086,056

Recommended Funding Sources:

Fund 0001 available unappropriated certification - \$2,390,065

Fund 0001 Commissioners Other Transfers Out expense line – remaining \$2,695,991

**Commissioners Other Transfers Out expense line balance is currently \$3,802,693. This transfer would bring the balance to \$1,106,702

Resolution:

1. Transfer from Fund 0001 General Fund to Fund 4002 Multi-Purpose County Building Acquisition Rehabilitation Fund in the amount of \$5,086,056 for County building projects./Resolution No. 23-0122

Journal Entries:

In accordance with Section 305.30(K) of the Ohio Revised Code and this Board's Resolution 21-0396 and this Board's Resolution 21-0878, the Board of Commissioners acknowledges and approves the County Administrator's approval to:

1. Direct the Auditor's Office to pay/process the February 9, 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	\$875,308.81	(Includes late fees of: \$42.79)
ACH/Neil Group of	\$139.35	
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:	\$82,744.92	
Then and Now list totaling:	\$575,773.86	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

2. Process the February 9, 2023 budget amendments **as revised** 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

- Commissioner Christian-Bennett pointed out 2 items on the draft Non-General Fund resolution:
 - A. Fund 1113 indicates 'police services' and the funding is used for the Sheriff's Deputies who perform additional security detail at the request of the Sheriff's Office."
 - B. A correction was made to the description of Fund 1149, which reads 'FEMA plan', but should read 'Felony Delinquent Care for Job and Family Services'.

Resolutions:

1. Create Fund 8315, Solid Waste Franklin Township Leaf Collection Program./Resolution No. 23-0106
2. Transfer from Fund 1001, Certification of Title Administration Fund to Fund 0001, General Fund./Resolution No. 23-0107

GRANTS ADMINISTRATOR

Present: Hope Bonos

Resolutions:

1. Accept the grant agreement for the FY22 Emergency Management Performance Grant (EMPG) on behalf of the Portage County Office of Homeland Security & Emergency Management (Federal Pass Thru #EMC-2022-EP-00006)./Resolution No. 23-0108

INTERNAL SERVICES

Present: Interim Director Shannon Kautzman

Discussion:

1. Project Update

ANNEX BUILDING:

1. Annex building proposed recommendations by architect: Architect cost of \$25,850.00.

JUVENILE COURT:

1. Renovations and Modernization - Architect fee \$24,500.00. Construction cost estimate is \$809,451.00. Kick-off meeting is scheduled for 11/22/22. Ongoing meeting with Architects. Talked to the architect to set bid dates and finalize plans. Juvenile Court would like new furniture for the new space and the amount will be over the bid limit. The cost from the architect would be an additional \$126,246.00 in addition to the cost of the initial renovation.

The Board agreed to move forward with the request to have the architect put the new information into the bid specifications after Ms. Kautzman discusses the change with the Department of Budget and Financial Management to ensure the funding source.

JUSTICE CENTER:

1. Dispatch Renovation architect fees \$28,200. Should have the cost of the project next week 2/16/16. Internal Services is in receipt of the architect cost, but is holding for the Sheriff's information to finalize the estimate. The Sheriff's Office is waiting for AT&T to provide the cost. Estimate of \$700,000.

RAVENNA COURTHOUSE:

1. Probate Court renovation. Request to move the clerks to Riddle Block Building. The contractor stated if they relocated, it would take 2 months for renovation if not it would take 5 months. Architect's fee is \$33,800.00. Architect did a final walk through 2/7/23, waiting on cost and set bid dates. We are meeting with the Judge and architect on March 2, 2023, for final approval of the drawings and we should know the cost after the meeting.

RIDDLE BLOCK BUILDING:

1. HVAC replacement- estimated cost \$180,000.00 arch fee \$45,000.00. Approved by Ravenna Historical Review Committee 7/14/22, field measurements were taken on 9/12/22. The architect is working on the bid specs. Bid Date 2/22/23. Reevaluated project cost and they went from \$180,000 to \$375,000. Roofing costs have doubled within 6 months.
2. Roof replacement- estimated construction cost \$800,000.00 and architect fees of \$82,050.00. Approved by Ravenna Historical Review Committee 7/14/22, field measurements were taken 9/12/22. The architect is working on the bid specs. Bid Date 2/22/23. The bid date is going to be moved to March 7, 2023, because they are having a hard time with the slate bid. Most slate contractors cannot promise a roof replacement until 2024. The project will still move forward because the HVAC units won't affect the slate area. The flat roof and HVAC units will be completed, the slate and decorative metal will be done in 2024. The roofer is responsible for doing both. Reevaluated the estimated cost with the architect, which came back at \$1,250,000.

ADMINISTRATION BUILDING:

1. Generator and Boiler at the Admin. Building
Ohio CAT has indicated the generator is at end of its life and it needs replaced. The cost should be under the bid limit, but if it isn't Ohio CAT is on the state bidders list and already approved. The boilers will also be tied into the project and done at the same time.

The Board approved the request to move forward with the generator through the Maintenance budget.

Resolutions:

1. The Board of Commissioners agrees to a resolution determining real property owned by the Portage County Board of Commissioners and presently known as the Portage Hike and Bike Trail Franklin Connector is not needed for public use by the Portage County Board of Commissioners itself and to proceed to negotiate a conveyance agreement with the Portage County Park District Board of Commissioners and its Executive Director./Resolution No. 23-0109
2. The Board of Commissioners agrees to enter into a letter of arrangement between Portage County and the Auditor of State to audit the financial statements as of and for the year ended December 31, 2022./Resolution No. 23-0110
3. The Board of Commissioners approves the agreement with Hope Town, Inc for Recovery House Services./Resolution No. 23-0111
4. The Board of Commissioners approves the sale and conveyance of the real property owned by the Portage County Board of Commissioners situated in the Village of Lisbon, Columbiana County, Ohio to the Port Authority for Columbiana County and authorizing

for Columbiana County and authorizing the Board's execution of the real estate purchase agreement and the deed and further authorizing the County Administrator to sign the closing documents./Resolution No. 23-0112

5. The Board of Commissioners accepts the Hamillie Reels, LLC sewer easement in Rootstown Township original Lot 16, Portage County, Ohio in relation to Lynn Road Sewer Extension – Shur-Co, Project No. RV-0 18-140-P./Resolution No. 23-0113
6. The Board of Commissioners accepts Shur-Co LLC sewer easement in Rootstown Township original Lot 16, Portage County, Ohio in relation to Lynn Road Sewer Extension – Shur-Co Project No. RV-0 18-140-P./Resolution No. 23-0114
7. The Board of Commissioners agrees to accept bids and award contract for Project No. AT-1 (22-120), Atwater Wastewater Treatment Plant Clarifier #1 Improvements, in the Portage County Regional Sewer District, Portage County, Ohio./Resolution No. 23-0115
8. The Board of Commissioners agrees to enter into an agreement with Portage County Job & Family Services, the Northeast Ohio Consortium Council of Governments and Leadership Portage County for the Comprehensive Case Management & Employment Program (CCMEP)/Resolution No. 23-0116
9. The Board of Commissioners agrees to enter into amendment No. 2 with Portage County Job & Family Services and Family & Community Services, Inc to provide Ohio Early Intervention Service Coordination and Outreach Services./Resolution No. 23-0117
10. The Board of Commissioners approves the mutually agreed upon termination of two 2020 Memorandums of Understanding (MOU) with Hope Village Outpatient Recovery Center, LLC, and authorized the execution of the mutual agreement to terminate the Memorandums of Understandings./Resolution No. 23-0118
 - Ms. Kautzman indicated the MOUs are going to be turned into agreements under Hope Town instead of Hope Village.
 - Administrator Crombie suggests adding language that states the Board will consider executing both Memorandums of Understanding and Ms. Kautzman will make the adjustment to the language.
11. The Board of Commissioners accepts the contract change order No. 1 to the construction agreement with Marucci and Gaffney Co for the 2022 Newton Falls Road Bridge Replacement Project (RAV-126-C177A) in Ravenna Township, Portage County./Resolution No. 23-0119

JOB & FAMILY SERVICES

Present: Director Kellijo Jeffries, Sue Brannon, Budget & Finance Administrator and Rebecca Abbott, Public Assistance Division Administrator

Discussion:

1. Medicaid Unwinding

Director Jeffries attended a Directors' meeting last week when the Ohio Department of Medicaid (ODM) presented the expectations and what we're going to need to do moving forward. All 88 counties in Ohio received extra funding from the Department of Medicaid to help our initiatives and we received notice that we will be receiving \$223,000 in additional funds to cover either additional staff or overtime to complete the project. Effective May 1st, individuals will be coming off those roles.

In March 2020, we had 28,745 individuals in Portage on Medicaid and as of December 2022, we had 37,707, so little over 8,000 individuals benefitted from healthcare during that period. The Department of Medicaid has a formula and they don't believe all of the population is going to lose Medicaid, but there's a probability that a majority will. Ms. Abbott noted there are 37,000 individuals, it's not necessarily that many cases, but it depends on how many people are inside of those cases.

Director Jeffries met with the union and they support the offer of overtime, and we'd like to offer it on a voluntary basis instead of it being mandatory, but it's all going to be contingent on what the staff wants to embrace.

Ms. Abbott noted our Ohio Benefit Eligibility System is open and available to staff beginning at 6:00 AM and it closes each day at 8:00 PM. Our hope is to offer overtime to our staff from 6:00 AM in the morning until 8:00 PM at night and on Saturdays from 8:00 AM-4:00 PM. During this time, we will just be assigning Medicaid cases because the funding is coming from ODM. We also have to process all intakes that came in during that continuous eligibility period within a certain timeframe that ODM provided, so we're going to be processing everything Medicaid during that overtime project. We're not looking to put a cap on hours, but as workers can work at home and come in and work, the hope is that we'll be able to get through the project. We are going to pull overtime reports to determine how much work we're getting through as each of our workers enters cases, they work on in a case entry log and marks it as overtime. ODM will be sending weekly reports as to how our County is doing on renewals and they are going to be really looking at those numbers for every County to ensure that we're making those timeframes and timelines.

Commissioner Christian-Bennett asked about the modifications necessary for staffing (ie. FOB access) and Director Jeffries would like to offer overtime via telework because employees are doing a hybrid schedule now. There may be people here on a day they would like to extend, then we'll want to contact County Administration Human Resources for FOB access. Administrator Crombie suggests involving Internal Services, as well.

The \$223,000 is available to the County through June of 2024, but nothing is stopping us from doing the work sooner and that's our intention.

Ms. Abbott will send out an announcement about the overtime project today to employees.

MISCELLANEOUS**Journal Entries:**

1. The Board of Commissioners authorized Commissioner Anthony J. Badalamenti, President of the Board, to sign the Certification of Determination of Subsequent Exemption for a Categorical Exclusion Project for the Mantua ADA Accessibility Project as presented by the Regional Planning Commission.

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 authorized Commissioner Anthony J. Badalamenti, President of the Board, to sign the Certification of Determination of Subsequent Exemption for a Categorical Exclusion Project for the Ravenna Volunteer Park Street Improvements Project as presented by the Regional Planning Commission.

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 authorized Commissioner Anthony J. Badalamenti, President of the Board, to sign the Ohio Public Works Commission Appendix E Disbursement Request Form and Certification No. 2 for OPWC Project No. DGZ10 Newton Falls Bridge 126 Replacement, as presented by the County Engineer's Office.

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 February 7, 2023 Amended Certificate of Estimated Resources for the year beginning January 1, 2023 as submitted by the Portage County Budget Commission.

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 acknowledged the receipt of the Portage County Investment Portfolio Report for January 2023 as presented by the Portage County Treasurer.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

6. In accordance with the ORC Section 325.07, the Board of Commissioners acknowledged the receipt of the Portage County Sheriff's Transporting Report for January 2023 as presented by the Portage County Sheriff's Office.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

7. The Board of Commissioners acknowledged receipt of the Portage County Investment Reconciliation for the month of January 2023 as presented by the County Treasurer and County Auditor.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

8. The Board of Commissioners acknowledged receipt of the February 8, 2023 Certificate of the County Auditor that the Total Annual Appropriations from each fund **DO EXCEED** the Amended 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

9. The Board of Commissioners acknowledged receipt of the Portage County RLF Balance Sheet dated January 31, 2023, 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

10. In accordance with Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Record of Proceedings and Transactions for January 2023, as presented by the Portage County Sheriff's Office.

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 February 13, 2022 Certificate of the County Auditor that the Total Annual Appropriations from each fund **DO EXCEED** the Amended 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. Motion to the acceptance of donations to the office of the Portage County Dog Warden./Resolution No. 23-0120
2. Motion to approve the appointment of Ronald Lewis Jr. to the Portage County Port Authority Board./Resolution No. 23-0121

Recessed: 9:34 AM

Reconvened: 11:00 AM

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RESOLUTION NO. 23-0106

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**RE: CREATE FUND 8315 SOLID WASTE
FRANKLIN TOWNSHIP LEAF COLLECTION
PROGRAM**

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

WHEREAS, the Board of Commissioners and Portage County Solid Waste Management District entered into a contract with Franklin Township to receive payments from residents for the Franklin Township Leaf Collection Program and distribute those funds back to Franklin Township; and

WHEREAS, it is necessary to establish a new fund for monies received and expended in accordance to the contract; now therefore be it

RESOLVED, that **Fund 8315 'SW Franklin Twnship Leaf Rcycl'** be created for the purposes of accounting for revenues and expenses for the Franklin Township Leaf Collection Program; 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.

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

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RESOLVED, that the following transfer of funds be made in the amount of \$85,949.00

\$85,949.00

TO:
FUND 0001, GENERAL FUND
 ORGCODE – 00100002
 Credit Revenue Account
 Object: 280000 – Transfer In

\$85,949.00

; and be it further

RESOLVED, that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor 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. 23-0108 - RE: ACCEPT THE GRANT AGREEMENT FOR THE
 FY22 EMERGENCY MANAGEMENT
 PERFORMANCE GRANT (EMPG) ON BEHALF
 OF THE PORTAGE COUNTY OFFICE OF
 HOMELAND SECURITY & EMERGENCY
 MANAGEMENT (Federal Pass Thru #EMC-
 2022-EP-00006)**

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

WHEREAS, the Board of Portage County Commissioners authorizes the grant application to the Ohio Emergency Management Agency (EMA) for the FY2022 Emergency Management Performance Grant for the time period of October 1, 2021 through December 31, 2023, in accordance with a Work Plan created with guidance from the Ohio Emergency Management Agency; now therefore, be it

RESOLVED, that the Board of Portage County Commissioners accepts the grant agreement for the FY 2022 Emergency Management Performance Grant for the total budgeted amount of \$224,526.00; with a grant award of

\$112,263.00 and a 50% local match amount of \$112,263.00 which is to be provided by the General Fund for the grant period of October 1, 2021 through December 31, 2023; and be it further

RESOLVED, that the Board of Commissioners authorizes the President of the Board of Commissioners to sign the grant agreement documents; and be it further

RESOLVED, that a copy of this resolution be filed with the Portage County Auditor, the Department of Budget & Financial Management, and the Office of Homeland Security & Emergency Management Agency Director; and be it further

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

Roll call vote as follows:

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

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RESOLUTION NO. 23-0109

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RE: A RESOLUTION DETERMINING REAL PROPERTY OWNED BY THE PORTAGE COUNTY BOARD OF COMMISSIONERS AND PRESENTLY KNOWN AS THE PORTAGE HIKE AND BIKE TRAIL FRANKLIN CONNECTOR IS NOT NEEDED FOR PUBLIC USE BY THE PORTAGE COUNTY BOARD OF COMMISSIONERS ITSELF AND TO PROCEED TO NEGOTIATE A CONVEYANCE AGREEMENT WITH THE PORTAGE COUNTY PARK DISTRICT BOARD OF COMMISSIONERS AND ITS EXECUTIVE DIRECTOR

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") is the owner of record of an approximate 43.5 acres of real property (more or less) having tax parcel numbers of 12-062-00-00-006-001; 12-061-00-00-010-001; 12-061-00-00-010-002; 12-064-00-00-019-003; 13-064-00-00-019-004 also

known as the Portage Hike and Bike Trail Franklin Connector (hereinafter "Real Property") and

- WHEREAS,** pursuant to Section 307.10(B) of the Ohio Revised Code, a board of county commissioners may, by resolution, transfer real property in fee simple belonging to the county and not needed for public use to another political subdivision for public purposes and upon the terms and in the manner the board of county commissioners determines to be in the best interests of the county, without advertising for bids; now therefore be it
- RESOLVED,** the Board hereby determines the above referenced Real Property located in the Township of Franklin, Portage County, Ohio is not needed for a public purpose of the Board and the Board's agents will work towards an acceptable conveyance agreement with the Portage County Park District Board of Commissioners and its Executive Director; and be it further
- 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. 23-0110 - RE: ENTER INTO A LETTER OF
ARRANGEMENT BETWEEN PORTAGE
COUNTY AND THE AUDITOR OF STATE TO
AUDIT THE FINANCIAL STATEMENTS AS
OF AND FOR THE YEAR ENDED
DECEMBER 31, 2022.**

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

- WHEREAS,** Portage County must have an audit of the financial statements as of and for the year ended December 31, 2022; and
- WHEREAS,** the Auditor of State will provide the services needed to meet the needed requirements; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into a letter of arrangement with the Auditor of State of Ohio for the

completion financial statements for the year ended December 31, 2022;
and be it further

RESOLVED, that the service under this agreement shall not exceed One hundred four thousand, five hundred nine and 00/100 dollars (\$104,509.00); and be it further .

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

Roll call vote as follows:

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

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**RESOLUTION NO. 23-0111 - RE: A RESOLUTION APPROVING THE
AGREEMENT WITH HOPE TOWN, INC. FOR
RECOVERY HOUSE SERVICES**

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") desires to use a portion of opioid settlement proceeds for criminal justice related purposes to be used to support increased access to recovery housing for adults in an effort to aid recovery and reduce recidivism; now therefore be it

RESOLVED, that the Board hereby approves the Agreement with Hope Town, Inc, which includes recovery services for adults recovering from drug and/or alcohol addiction to live temporarily in an alcohol and drug-free living environment, with peer and professional support, including assistance with drug and alcohol addiction services, and other drug and alcohol addiction recovery assistance; and be it further

RESOLVED, that the Board hereby authorizes its execution of the Agreement with Hope Town, Inc. for Recovery House Services; and be it further

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. 23-0112

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RE: A RESOLUTION APPROVING THE SALE AND CONVEYANCE OF THE REAL PROPERTY OWNED BY THE PORTAGE COUNTY BOARD OF COMMISSIONERS SITUATED IN THE VILLAGE OF LISBON, COLUMBIANA COUNTY, OHIO TO THE PORT AUTHORITY FOR COLUMBIANA COUNTY AND AUTHORIZING THE BOARD'S EXECUTION OF THE REAL ESTATE PURCHASE AGREEMENT AND THE DEED AND FURTHER AUTHORIZING THE COUNTY ADMINISTRATOR TO SIGN THE CLOSING DOCUMENTS

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") is the owner of two parcels of real property situated in the Village of Lisbon, Columbiana County, Ohio which have Columbiana County tax parcel numbers 09-02353.006 and 09-02353.013 and that consists of approximately .4851 acres (more or less) and also known as 7876 Lincole Drive, Lisbon, Ohio 44432 (hereinafter the "Real Property"); and
- WHEREAS,** the Board has previously adopted Resolution No. 23-0029 determining the Real Property is no longer needed by the Board for its public use and that pursuant to Section 307.10(B) of the Ohio Revised Code ("ORC") the Board, by resolution, can transfer real property in fee simple to another political subdivision for public purposes, and upon the terms and in the manner the Board determines is in the best interests of the county, without advertising for bids.
- RESOLVED,** the Board, pursuant but not limited to ORC 307.10, hereby approves the Real Estate Purchase Agreement to sell and convey the Real Property for the consideration of \$300,000.00 to the Port Authority of Columbiana County and shall hereby execute the Real Estate Purchase Agreement and the Deed that will be placed into escrow until closing, and further

RESOLVED,

Mike Tinlin, Yea;

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RESOLUTION NO. 23-0113

RE: A RESOLUTION DECLARING THE BOARD OF PORTAGE COUNTY COMMISSIONERS ACCEPTANCE OF HAMILLIE REELS, LLC SEWER EASEMENT IN ROOTSTOWN TOWNSHIP ORIGINAL LOT 16, PORTAGE COUNTY, OHIO, IN RELATION TO LYNN ROAD SEWER EXTENSION - SHUR-CO, PROJECT NO. RV-0 18-140-P.

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

WHEREAS,

SHUR-CO, LLC ("Developer") has caused to be constructed a sewer line and appurtenances to provide sewer service to properties along Lynn Road located in Rootstown Township, as part of the "Lynn Road sewer Extension – SHUR-CO" Project No. RV-0 18-140-P ("Project"); and

WHEREAS,

the Developer and the Board of Commissioners have previously entered into a General Sewer Agreement, authorized by Res. No. 19-0300 and amended in Res. No. 19-0514, regarding construction of the Project, and setting the terms for the Developer to convey the Project to the Board to own, operate and maintain; and

WHEREAS,

the Project included granting of an easement for the construction, maintenance and operation of a portion of the Project located on, over, across and/or through a portion of property now owned by Hamillie Reels, LLC, (hereinafter, "Property Owner"), permanent parcel number 32-016-00-00-028-003, filed under Instrument No. 202213603 of the Portage County Records of Deeds, including right of access ("Sewer Easement"); and

"Property Owner"), permanent parcel number 32-016-00-00-028-002, filed under Instrument No. 202205686 of the Portage County Records of Deeds, including right of access ("Sewer Easement"); and

WHEREAS, the Portage County Sanitary Engineer recommends acceptance of the Sewer Easement and the legal description thereof, in the form attached hereto as Exhibit A and hereby incorporated herein; now therefore be it

RESOLVED, that this Board hereby accepts the recommendation of the Sanitary Engineer and agrees to accept the Sewer Easement, in the form of and as located and described in the attached Exhibit A; and be it further

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

Roll call vote as follows:

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

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**RESOLUTION NO. 23-0115 - RE: ACCEPT BIDS AND AWARD CONTRACT
FOR PROJECT NO. AT-1 (22-120),
ATWATER WASTEWATER TREATMENT
PLANT (WWTP) CLAIRIFIER #1
IMPROVEMENTS, IN THE PORTAGE
COUNTY REGIONAL SEWER DISTRICT,
PORTAGE COUNTY, OHIO.**

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, this Board by Resolution 23-0031 adopted, January 12, 2023, set the date and time for bidding of Project No. AT-1 (22-120), "ATWATER WASTEWATER TREATMENT PLANT CLAIRIFIER #1 IMPROVEMENTS", hereinafter referred to as the "PROJECT"; and

WHEREAS, the notice of accepting bids was advertised in the Record Courier

Newspaper on January 17th and January 24th, 2023; and

WHEREAS, one (1) potential bidder received plans and specifications for the PROJECT; and

WHEREAS, one (1) bid was received, opened and tabulated by the Department of Internal Services on February 8, 2023; as follows:

W.E. Downie Company, Inc.

\$ 84,093.00

WHEREAS, the Engineer's Estimate was \$ 95,000.00; and

WHEREAS, based upon the analysis of the bids received (bid tabulation above), the Portage County Water Resources Department has made a recommendation for award; now therefore be it

RESOLVED, that the bid received from W.E. Downie Company, Inc., 1348 Meadowood Circle, Poland, OH 44514 in the amount of \$84,093.00 be accepted and awarded as the lowest and best bid received; and be it further

RESOLVED, that the Water Resources Department is hereby authorized and directed to issue the Notice of Award to W.E. Downie Company, Inc.; and be it further

RESOLVED, that the funds to cover the cost of the PROJECT are budgeted in Fund 5200, Org. 52001006, Object 684000, Project No. 22120; and be it further

RESOLVED, that the Clerk of this Board is hereby directed to certify a copy of this Resolution to the County Auditor and the Department of Budget and Financial Management within 15 days after its passage; and be it further

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

Roll call vote as follows:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea;

Mike Tinlin, Yea;

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RESOLUTION NO. 23-0116

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

**COMMISSIONERS ON BEHALF OF
PORTAGE COUNTY JOB & FAMILY
SERVICES, AND THE NORTHEAST OHIO
CONSORTIUM COUNCIL OF
GOVERNMENTS AND LEADERSHIP
PORTAGE COUNTY FOR THE
COMPREHENSIVE CASE MANAGEMENT &
EMPLOYMENT PROGRAM (CCMEP)**

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

- WHEREAS,** Portage County Job & Family Services and the Northeast Ohio Consortium Council of Governments (NOC COG) are in need of leadership and entrepreneurial skills that will help eligible recipients of Portage County, ages 16 – 24, overcome barriers to employment and develop skills local employers seek; and
- WHEREAS,** requests for Proposals were sent to forty two (42) potential service providers on February 28, 2022 and no proposals were received; and
- WHEREAS,** requests for Proposals were sent to twenty four (24) potential service providers on July 26, 2022; and
- WHEREAS,** one (1) proposal was received, opened and tabulated for the services listed above on August 24, 2022; and
- WHEREAS,** Leadership Portage County. is willing and able to provide these services; and
- WHEREAS,** on November 16, 2022, the NOC COG board as well as Area 19 WDB passed a motion for the budgetary and contractual authority to enter into this Agreement; now therefore be it
- RESOLVED,** that the Board of Portage County commissioners on behalf of Portage County Job & Family services does hereby enter into an Agreement with the Northeast Ohio Consortium Council of Governments and Leadership Portage County with its principal place of business located at 112 South Water Street Ste A, Kent, Ohio 44240 for the period January 1, 2023 through September 30, 2023, with the option to extend (3) three additional terms, typically in additional individual terms that are (1) one year or longer; and be it further
- RESOLVED,** that the total amount of this Agreement is not to exceed Nineteen Thousand Eight Hundred Forty-Six and 15/100 dollars (19,846.15); and be it further

RESOLVED, that funding for this agreement will come from Job & Family Services funds 1410 and 1413; 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. 23-0117 - RE: ENTER INTO AMENDMENT NO. 2
BETWEEN THE PORTAGE COUNTY BOARD
OF COMMISSIONERS ON BEHALF OF
PORTAGE COUNTY JOB & FAMILY
SERVICES AND FAMILY & COMMUNITY
SERVICES, INC. TO PROVIDE OHIO EARLY
INTERVENTION SERVICE COORDINATION
AND OUTREACH SERVICES**

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

WHEREAS, an agreement between the parties was entered into and known as Portage County Contract No. 20210501 (the “Original Subgrant Agreement”) on October 7, 2021 by Resolution No. 21-0684 to provide Early Intervention service coordination services, evaluation and assessment and for eligible infants and toddlers with disabilities, ages birth through age two (2) year, and their families in Portage County; and

WHEREAS, amendment No. 1 was entered into on April 28, 2022 by Resolution 2-0283;

WHEREAS, the parties desire to amend the Original Subgrant agreement: now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby enter into Amendment No. 2 between the Board of Commissioners on behalf of The Portage County Department of Job & Family Services and Family & Community Services, Inc.; and be it further

- RESOLVED,** the Individuals with Disabilities Act (IDEA) American Rescue Plan supplemental funds for Federal Fiscal year (FFY) 2021 (CFDA 84.181X) were appropriated by congress to provide additional support for early intervention and special education services for infants, toddlers, children and youth with disabilities and their families allowing Department of Disabilities to allocate additional funding for this agreement; and
- RESOLVED,** the DODD wouldn't approve expenses for American Rescue Plan until the effective dates of the agreement were specifically entered into Amendment No. 1, which was the agreement that added ARPA funds to this contract; and
- RESOLVED,** that annual service under this agreement shall not exceed Three hundred fifty four thousand three hundred and 00/100 dollars (\$354,300.00); and be it further
- RESOLVED,** that funding for this agreement will come from Job & Family Services fund 1412; 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. 23-0118 - RE: A RESOLUTION APPROVING THE
MUTUALLY AGREED UPON TERMINATION
OF TWO 2020 MEMORANDUMS OF
UNDERSTANDING WITH HOPE VILLAGE
OUTPATIENT RECOVERY CENTER, LLC.
AND AUTHORIZING THE EXECUTION OF
THE MUTUAL AGREEMENT TO TERMINATE
THOSE MEMORANDUMS OF
UNDERSTANDING**

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") will terminate the previously executed 2020 Memorandums of Understanding, further known as Portage County Contract Numbers 20220286 and 20220287); and

WHEREAS, the Board will consider executing two 2023 Memorandums of Understanding Agreements with Hope Town, Inc and the Portage County Sheriff whereby Hope Town, Inc. will provide recovery services for persons released from the Portage County Jail in an effort to help reduce recidivism; now therefore be it

RESOLVED, the Board hereby terminates Memorandum of Understanding (contract number **20220286**) and Memorandum of Understanding (contract number **20220287**) and further authorizes the Board's execution of the Mutual Agreement to terminate said Memorandums of Understanding with Hope Village Outpatient Recovery Center LLC and the Portage County Sheriff; and be it further

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. 23-0119 - RE: ACCEPT CONTRACT CHANGE ORDER NO. 1 TO THE CONSTRUCTION AGREEMENT BETWEEN THE BOARD OF PORTAGE COUNTY COMMISSIONERS AND MARUCCI AND GAFFNEY CO. FOR THE 2022 NEWTON FALLS ROAD BRIDGE REPLACEMENT PROJECT (RAV-126-C177A) IN RAVENNA TOWNSHIP, PORTAGE COUNTY.

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

WHEREAS, Resolution 22-0489 accepted and awarded the bid of Marucci and Gaffney Co. for furnishing all labor, materials and equipment necessary to complete the **2022 Newton Falls Road Bridge Replacement Project (RAV-126-C177A)**; and

Charles Calhoun	7212 Trillium Ct Ravenna Oh 44266	\$25
Loretta Gordon	7721 St Rt 44 Ravenna Oh 44266	\$20
Barb Helmling	4548 Sandy lake rd Ravenna Oh 44266	\$785
Carol Hughes	3077 St Rt 225 Diamond Oh 44412	\$75
David Stewart	8685 Tallmadge Rd Diamond Oh 44412	\$100
Paula Giulitto	8570 Diagonal Rd Streetsboro Oh 44241	\$50
Heidi Anderson	404 # 202 Main St Ravenna Oh 44266	\$5
Russ & Jackie Lohr	249 Stevens St Ravenna Oh 44266	\$5
Michael & Donna Loughry	11044 Chamberlain Rd Mantua Oh 44255	\$10
Jeff & Barbara Hopkins	8137 Maple Ave Garrettsville Oh 44231	\$5
Tina Hart	10465 St Rt 303 Windham Oh 44288	\$10
Elizabeth Krowlie	P.O. Box 67 Middlefield, Oh 44062	\$30
Shannon Eldreth	820 Congress Lake Mogadore Oh 44260	\$550
Amanda Roberts	1707 Congress Lake Rd Mogadore Oh 44260	\$50
Bob & Deborah Hackley	4686 King Meadow Tr Kent Oh 44240	\$40
Mary Jo Keptner	3893 Porter Rd Rootstown Oh 44272	\$25

; now therefore, be it

RESOLVED, the Board of Portage County Commissioners does hereby accept this donation in accordance with Resolution No. 13-1011, adopted on October 3, 2013, on behalf of the Office of the Portage County Dog Warden; 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;

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RESOLUTION NO. 23-0121 - RE: APPOINTMENT OF RONALD LEWIS JR. TO THE PORTAGE COUNTY PORT AUTHORITY BOARD

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

WHEREAS, the Board of Commissioners created the Portage County Port Authority within the County of Portage, in the State of Ohio, pursuant to Sections 4582.21 *through* Section 4582.59 of the Ohio Revised Code by adopting Resolution 02-0372 on April 9, 2002;

WHEREAS, Jack Kohl II was the current member of this Board, and he has resigned from his position; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby make the following appointment to serve on the Port Authority Board for the remainder of Jack Kohl's term beginning immediately, and expiring December 31, 2026:

Name	Term Expiration Date
Ronald Lewis Jr.	December 31, 2026

; and be it further

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

Roll call vote as follows:

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

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RESOLUTION NO. 23-0122 - RE: TRANSFER FROM FUND 0001, GENERAL FUND TO FUND 4002, MULTIPURPOSE CBU ACQ & REHAB

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

WHEREAS, on June 23, 2022, the Board of Commissioners authorized a reopening of fund 4002: Multipurpose CBU ACQ & Rehab, and

WHEREAS, the fund is funded via General Fund Transfers, and

WHEREAS, fund 4002 is in need of a General Fund Transfer for County building

improvement projects; now therefore be it;

RESOLVED, that the following transfer of funds be made:

FROM:

FUND 0001, COUNTY GENERAL FUND

ORGCODE- 00100009

Debit Expense Account

Object: 910000 – Transfer Out \$5,086,056.00

TO:

FUND 4002, MULTIPURPOSE CBU ACQ & REHAB

ORGCODE – 40020122

Credit Revenue Account

Object: 280000 – Transfer In \$5,086,056.00

; 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, Portage County Internal Services, and 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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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 Kayleigh Shaffer, Micro-Film Clerk Part-Time, in Portage County Internal Services, Records Center. 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. Authorize the hire of Kassidy Parbel, Administrative Assistant, in Portage County Board of Commissioners. 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

3. Approve a revised job description for a Wastewater Treatment Operator at Regional and Streetsboro Facilities at 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

4. Agree to approve an interim transfer for Shannon Kautzman, to Interim Director of Internal 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

5. Authorize the three-day internal posting of two (2) bargaining positions, for an Eligibility Specialist, Public Assistance Division for the Portage County Job & Family Service, with an 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. Accept the resignation of Keith McCarter, GIS Coordinator for the Portage County Water Resource effective February 24, 2023.

Motion: Commissioner Christian-Bennett

Seconded: Commissioner Tinlin

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

Motion Carries

7. Approve a job description for a GIS Administrator at 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

8. Authorize the three-day internal posting for a non-bargaining position, for an GIS Administrator, for the Portage County Water Resources, with an 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

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

a. Dawn Collins ~ Solid Waste

b. Rebecca Brown ~ JFS

c. Scott Lazzara ~ JFS

d. Shawn Kelly ~ JFS

e. Scott Hendon ~ JFS

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:

10. Direct the Auditor's Office to pay/process the February 9, 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	\$875,308.81	(Includes late fees of: \$42.79)
ACH/Neil Group of	\$139.35	
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:	\$82,744.92	
Then and Now list totaling:	\$575,773.86	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

11. Process the February 9, 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

12. The Board of Commissioners authorized Commissioner Anthony Badalamenti to sign the Certification of Determination of Subsequent Exemption for a Categorical Exclusion Project for the Mantua ADA Accessibility Project as presented by the P.C. Regional Planning Commission.

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 authorized Commissioner Anthony J. Badalamenti to sign the Certification of Determination of Subsequent Exemption for a Categorical Exclusion Project for the Ravenna Volunteer Park Street Improvements Project as presented by the P.C. Regional Planning Commission.

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 authorized Commissioner Anthony J. Badalamenti, President of the Board, to sign the Ohio Public Works Commission Appendix E Disbursement Request Form and Certification No. 2 for the OPWC Project No. DGZ10 – Newton Falls Bridge 126 Replacement, as presented by the County Engineer's Office.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;
Motion Carries
15. The Board of Commissioners received the February 7, 2023 Amended Certificate of Estimated Resources for the year beginning January 1, 2023 as submitted by the Portage County Budget Commission.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;
Motion Carries
16. The Board of Commissioners acknowledged the receipt of the Portage County Investment Portfolio Report for January 2023 as presented by the Portage County Treasurer.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;
Motion Carries
17. In accordance with the ORC Section 325.07, the Board of Commissioners acknowledged the receipt the Portage County Sheriff's Transporting Report for January 2023 as presented by the Portage County Sheriff's Office.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;
Motion Carries
18. The Board of Commissioners acknowledged receipt of the Portage County Investment Reconciliation for the month of January 2023 as presented by the County Treasurer and County Auditor.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea; Commissioner Badalamenti, Yea;
Motion Carries

19. The Board of Commissioners acknowledged receipt of the February 8, 2023 Certificate of the County Auditor that the Total Annual Appropriations from each fund **DOES EXCEED** the Amended Official Estimate of Resources for the fiscal year beginning January 1, 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
20. The Board of Commissioners acknowledged receipt of the Portage County RLF Balance Sheet dated January 31, 2023 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
21. In accordance with Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Record of Proceedings and Transactions for January 2023, as presented by the Portage County Sheriff's Office.
Motion: Commissioner Christian-Bennett
Seconded: Commissioner Tinlin
All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;
Commissioner Badalamenti, Yea;
Motion Carries
22. The Board of Commissioners acknowledged receipt of the February 13, 2022 Certificate of the County Auditor that the Total Annual Appropriations from each fund **DOES EXCEED** the Amended Official Estimate of Resources for the fiscal year beginning January 1, 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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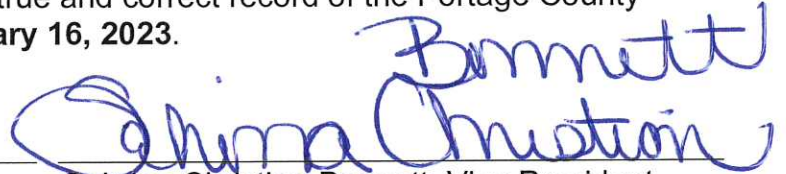
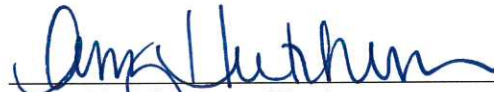
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Motion: by Commissioner Christian-Bennett, seconded by Commissioner Tinlin that the Board adjourns the Meeting of **February 16, 2023, at 11:01 AM.**

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 16, 2023.**


Anthony J. Badalamenti, President
Sabrina Christian-Bennett, Vice President
Mike Tinlin, Board Member
Amy Hutchinson, Clerk