



# Portage County Board of Commissioners

## Organizational Meeting

~ Minutes ~

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

Amy Hutchinson, Clerk  
330-297-3600

Monday, January 10, 2022

9:00 AM

Commissioners' Board Room

The following meeting minutes are summarized. Audio recordings and backup material are available in accordance with the Commissioners' Agenda and Audio Recording Retention Schedule.  
Please contact the Commissioners' Office for specific details.

The Portage County Board of Commissioners' meeting came to order with the following members present:

Attendee Name	Title	Status
Sabrina Christian-Bennett	President	Present
Anthony J. Badalamenti	Vice-President	Present
Vicki A. Kline	Board Member	Present

### PRESIDENT / VICE PRESIDENT

President of the Board for 2022 – Sabrina Christian-Bennett

Motion: by Anthony J. Badalamenti, seconded by Sabrina Christian-Bennett to appoint Sabrina Christian-Bennett as President of the Portage County Board of Commissioners for 2022./22-0001

Roll call vote: Commissioner Badalamenti, Yea;  
Commissioner Christian-Bennett, Yea;  
**Commissioner Kline, Nay;**  
Motion Carries.

Commissioner Kline explained why she voted no to Commissioner Christian-Bennett and stated when you have one of your employees notarize paperwork so suing the Board of Commissioners would be expedited, it's really disappointing, and she doesn't believe someone should be President of the Board, a leader, when you help sue the Board of Commissioners. Commissioner Christian-Bennett replied her employees provide a notary service and she probably wasn't aware that it was done, and Commissioner Kline pointed out that she was well aware and knew exactly what was happening. Commissioner Kline went on to say that the paperwork could have been notarized the next day by someone else and it could have been filed, but it was disappointing for her to be so anxious to sue the Board.

Vice-President of the Board for 2022 – Anthony J. Badalamenti

Motion: by Sabrina Christian-Bennett, seconded by Vicki A. Kline to appoint Anthony J. Badalamenti as Vice President of the Portage County Board of Commissioners for 2022./22-0002

Roll call vote: Commissioner Badalamenti, Yea;  
 Commissioner Kline, Yea;  
 Commissioner Christian-Bennett, Yea;  
**Motion Carries.**

### **STAFF APPOINTMENTS**

Clerk for the Board for 2022 – Amy Hutchinson

Motion: by Anthony J. Badalamenti, seconded by Vicki A. Kline to appoint Amy Hutchinson as Clerk for the Portage County Board of Commissioners for 2022./22-0003

Roll call vote: Commissioner Badalamenti, Yea;  
 Commissioner Kline, Yea;  
 Commissioner Christian-Bennett, Yea;  
**Motion Carries.**

Acting Clerk for 2022 – Sara Hoag

Motion: by Anthony J. Badalamenti, seconded by Vicki A. Kline to appoint Sara Hoag as Acting Clerk of the Portage County Board of Commissioners for 2022./22-0004

Roll call vote: Commissioner Badalamenti, Yea;  
 Commissioner Kline, Yea;  
 Commissioner Christian-Bennett, Yea;  
**Motion Carries.**

### **Establishing Regular and Special Meetings and Establishing Rules for the Commissioners' Meetings**

Motion: by Anthony J. Badalamenti, seconded by Vicki A. Kline for the purpose of setting regular and special meetings and establishing rules for the meetings for the Board of Commissioners./22-0005

Roll call vote: Commissioner Badalamenti, Yea;  
 Commissioner Kline, Yea;  
 Commissioner Christian-Bennett, Yea;  
**Motion Carries.**

## **DISCUSSION**

### **1. Official appointments of Board members or their designee for 2022**

The Board discussed its official appointments of board members and designees and found a few applicants who have not responded whether they wish to continue to serve in 2022. The Board agreed to move forward with its appointments that have responded and will revisit and amend the resolution once additional information has been received.

Motion: by Anthony J. Badalamenti, seconded by Vicki A. Kline to make the official appointments of board members and their designees./22-0006

Roll call vote: Commissioner Badalamenti, Yea;  
Commissioner Kline, Yea;  
Commissioner Christian-Bennett, Yea;  
**Motion Carries.**

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**RESOLUTION NO. 22-0001 - RE: COMMISSIONER SABRINA CHRISTIAN-BENNETT ELECTED PRESIDENT OF THE BOARD OF PORTAGE COUNTY COMMISSIONERS FOR THE YEAR 2022.**

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

**RESOLVED,** that Commissioner Sabrina Christian-Bennett is elected President for 2022 to preside at all regular and special sessions thereof for a term of one year or until the next organizational meeting of the Board; and be it further

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

Roll call vote as follows:

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

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**RESOLUTION NO. 22-0002 - RE: COMMISSIONER ANTHONY J. BADALAMENTI ELECTED VICE PRESIDENT**

**OF THE BOARD OF PORTAGE COUNTY  
COMMISSIONERS FOR THE YEAR 2022.**

It was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline that the following resolution be adopted:

**RESOLVED,** that Commissioner Anthony J. Badalamenti is elected Vice President for 2022 for a term of one year or until the next organizational meeting of the Board; and be it further

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

Roll call vote as follows:

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

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**RESOLUTION NO. 22-0003                      -                      RE:   APPOINT AMY HUTCHINSON AS CLERK OF  
THE BOARD OF PORTAGE COUNTY  
COMMISSIONERS FOR THE YEAR 2022.**

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

**RESOLVED,** that Amy Hutchinson is appointed by the Board of Portage County Commissioners as Clerk of the Board for the year 2022 or until the next organizational meeting of the Board; and be it further

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

Roll call vote as follows:

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

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**RESOLUTION NO. 22-0004**

**RE: APPOINT SARA HOAG AS ACTING CLERK  
IN THE ABSENCE OF THE CLERK OF THE  
PORTAGE COUNTY BOARD OF  
COMMISSIONERS FOR 2022.**

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

**RESOLVED,** that Sara Hoag is appointed by the Board of Portage County Commissioners as Acting Clerk, in the absence of the Clerk for the Board, for the year 2022 or until the next organizational meeting of the Board; and be it further

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

Roll call vote as follows:

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

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**RESOLUTION NO. 22-0005**

**RE: FOR THE PURPOSE OF SETTING REGULAR  
AND SPECIAL MEETINGS, AND  
ESTABLISHING RULES FOR THE MEETINGS  
OF THE BOARD OF PORTAGE COUNTY  
COMMISSIONERS.**

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

**WHEREAS,** Ohio Revised Code Section 121.22 concerning open public meetings, it is required that this Board adopt rules relative to scheduling regular and special Board meetings and to provide notice of these meetings; now therefore be it

**RESOLVED,** that the annual organizational meeting of the Board shall be held in accordance with Ohio Revised Code Section 305.05 and not later than the second Monday of January of each year; and be it further

**RESOLVED,** that fifty such regular sessions will be held each year in accordance with Ohio Revised Code Section 305.06; and be it further

- RESOLVED,** that the Board of Commissioners agrees to meet on every Thursday during the week and on the last Tuesday of every month commencing at 9:00 AM and concluding at the end of business; and be it further
- RESOLVED,** that the meetings are to be held at the Portage County Administration Building, 7th Floor, 449 South Meridian Street, Ravenna, Ohio; and be it further
- RESOLVED,** that notices of upcoming meetings will be published on the Portage County Board of Commissioners' agenda, which is posted on the first floor and seventh floor bulletin boards in the Portage County Administration Building; and on the Commissioners' calendar located at <https://www.portagecounty-oh.gov/portage-county-board-commissioners>; and be it further
- RESOLVED,** that Executive Sessions will be held pursuant to Ohio Revised Code Section 121.22 (G)(1)-(8); and be it further
- RESOLVED,** that special and emergency sessions will be held at the call of the Board of Commissioners; and be it further
- RESOLVED,** that the Clerk of the Board will direct the "Record-Courier" publish notice in its newspaper of the time, place, and purpose of a special meeting at least twenty-four hours in advance of the special meeting, and if any other news media have requested notification the Clerk shall give at least twenty-four hours' advance notice to any other news media that may have requested notification; and be it further
- RESOLVED,** that in the event of an emergency, the Clerk, on behalf of the member or members calling the meeting, shall notify the Record-Courier and any other news media that may have requested notification immediately of the time, place, and purpose of the meeting; and be it further,
- RESOLVED,** any person may request the time and place of all regularly scheduled meetings by submitting a request to the Clerk of the Board; and be it further
- RESOLVED,** any person, upon written request, as provided herein, may obtain reasonable advance notification of all meetings at which any specific type of public business is to be discussed. Each person shall file with the Clerk a written request specifying the person's name, address, telephone number and/or e-mail address, along with the specific type of public business that is of interest, and the amount of time this request covers; and be it further

**RESOLVED,** marked as an "Attachment" to this Resolution, and incorporated by reference herein, is a summary of the rule being adopted by the Board of Commissioners' and be it further,

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

Roll call vote as follows:

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

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**RESOLUTION NO. 22-0006 - RE: PORTAGE COUNTY COMMISSIONERS  
BOARD APPOINTMENTS FOR THE YEAR  
2022.**

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

**RESOLVED,** by the Board of Commissioners of Portage County, that the following board appointments be made:

BOARD	REPRESENTATIVE	ALTERNATE
<b>911 Planning Committee</b>	Sabrina Christian-Bennett	Anthony J. Badalamenti
President (ORC 128.06)		
<b>AMATS Policy Committee</b>	Anthony J. Badalamenti	Debbie Mann
Board of Commissioners (AMATS bylaws)	Vicki A. Kline	
	Sabrina Christian-Bennett	Michael Hlad
<b>AMATS Technical Advisory Committee</b>		N/A
Portage County Small Villages (TAC bylaws)		
<b>Board of Revisions</b>	Sabrina Christian-Bennett	Patricia Corley
1 Commissioner (ORC 5715.02)		

<b>Combined General Health District Advisory Council</b>	Sabrina Christian-Bennett	N/A
President (ORC 3709.03)		
<b>Community Corrections Board</b>	Sabrina Christian-Bennett	Anthony J. Badalamenti
1 Commissioner (ORC 5149.34)		
<b>CCAO Service Corporation Energy Program Board of Participants</b>	JoAnn Townend	Shannon Kautzman
Appointing Representative & Alternate to Natural Gas Purchase Program		
<b>County Commissioners' Association of Ohio (CCAO) Voting Member at the Annual Meeting</b>	Sabrina Christian-Bennett	Anthony J. Badalamenti
Representative and Alternate		
<b>Data Processing Board</b>	Anthony J. Badalamenti	Michelle Crombie
Commissioner (ORC 307.84)		
<b>Emergency Food and Shelter Board of Portage County (Federal Board)</b>	Sabrina Christian-Bennett	Kellijo Jeffries
BOC President & EMA (EFSB Responsibilities & Requirements Manual)	Ryan Shackelford	N/A
<b>Family and Children's First Council</b>	Vicki A. Kline	Anthony J. Badalamenti
(ORC 121.37)		
<b>Investment Advisory Committee</b>	Sabrina Christian-Bennett	N/A
Two commissioners (ORC 135.341)	Anthony J. Badalamenti	N/A
<b>Landbank Board of Directors</b>	Sabrina Christian-Bennett	Vicki A. Kline
Two commissioners (ORC 1724.03, bylaws)	Anthony J. Badalamenti	N/A
<b>Local Emergency Planning Commission</b>	Sabrina Christian-Bennett	N/A
(ORC 3750.03)	Anthony J. Badalamenti	
	Vicki A. Kline	
<b>Northeast Consortium Council of Government (NOC COG)</b>	Sabrina Christian-Bennett	Anthony J. Badalamenti



Local Elected Official		
<b>Northeast Ohio Four County Regional Planning and Development Org. (NEFCO)</b>		
Board of Commissioners has 6 reps.	Allen Fathe	Tia Rutledge
	Todd Peetz	Gail Gifford
	Joseph Diorio	Mary Helen Smith
	Anthony J. Badalamenti	Sabrina Christian-Bennett
	John Zizka	N/A
<b>NEFCO Environmental Technical Advisory Committee (ERTAC)</b>		
NEFCO ERTAC Bylaws	Mary Helen Smith	N/A
<b>NEFCO Comprehensive Economic Development Strategy (CEDS) Committee</b>		
	Brad Ehrhart	Diana Fierle
<b>Ohio Public Works District 7 Integrating Committee</b>		
See 21-421, 3 yr term ending 5-30-2024	Sabrina Christian-Bennett	Anthony J. Badalamenti
	Michael Marozzi	Larry Jenkins
<b>Portage Development Board Executive Committee</b>		
	Sabrina Christian-Bennett	Anthony J. Badalamenti
<b>Portage-Geauga Joint BOC</b>	Sabrina Christian-Bennett	N/A
Board of Commissioners	Anthony J. Badalamenti	N/A
	Vicki A. Kline	N/A
<b>Ravenna Arsenal Restoration Board</b>		
(RAB operating policy)	Ryan Shackelford	N/A
<b>Records Commission</b>		
1 Commissioner (ORC 149.38)	Anthony J. Badalamenti	N/A
<b>Regional Planning Commission</b>		
Board of Commissioners	Sabrina Christian-Bennett	Matt Adelman
(RPC bylaws)	Anthony J. Badalamenti	Debbie Mann
	Vicki A. Kline	Terry Montz
	Allen Fathe	Tia Rutledge
	Michael Marozzi	Larry Jenkins

<b>Solid Waste Management District Policy Committee</b>	Anthony J. Badalamenti	N/A
ORC 3734.54		
<b>Storm Water Task Force</b>	Vicki A. Kline	

- RESOLVED,** that the above-mentioned appointment is effective immediately through the next organizational meeting of the Board or passage of said Board appointment Resolution; and be it further
- RESOLVED,** that a copy of this resolution be forwarded to the Commissioners' Clerk, each Commissioner, each representative, and alternate; 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 was as follows:

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

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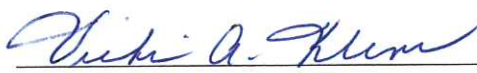
Motion: by Sabrina Christian-Bennett, seconded by Anthony J. Badalamenti that the Board adjourns the Organizational Meeting of **January 10, 2022 at 9:14 AM.**

Roll call vote: Commissioner Christian-Bennett, Yea;  
Commissioner Badalamenti, Yea;  
Commissioner Kline, Yea;

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' Organizational Meeting.

  
Sabrina Christian-Bennett, President

  
Anthony J. Badalamenti, Vice President

  
Vicki A. Kline, Board Member

  
Amy Hutchinson, Clerk