



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, March 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 was County Administrator Michelle Crombie and Barb Tittle.

1. The Board of Commissioners approves the March 9<sup>th</sup> 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**

## CERTIFICATE PRESENTATION

Present: John Zizka

The Board of Commissioners presented Mr. Zizka with a certificate in recognition and sincere appreciation of his dedicated service as the Commissioners' Representative on the NEFCO Board.

## HUMAN RESOURCES

Present: Director Tami Soltis

### Discussion:

1. *Employee Appreciation Recognition*

Last year, the Board granted a paid administrative day in recognition of Employee Appreciation Day and Commissioner Badalamenti stated he is not in favor of this because the County provides a lot of days off and he would prefer another way of recognition. Administrator Crombie explained we've held events that were not well attended in the past and the day off was well received. Years past, we've held nice events, but it costs money. Commissioner Christian-Bennett pointed out it's hard to do something really nice for over 1,000 employees and two years ago, we provided

employees with only 1 movie ticket. The day off does not cost any extra money as it doesn't cost over time within the departments as it's at the discretion of the supervisor. Ms. Soltis noted everyone receives a benefit from the day off and if a department has different shifts, everyone is not able to come for a luncheon.

Administrator Crombie received many emails of appreciation last year from the event.

Commissioner Tinlin would like time to think about the event, so the Board agreed to table the discussion until a later time. Director Soltis will also get the total amount available for the event and Administrator Crombie asks that Director Soltis to research the Casino night we had years ago that was really well received.

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 Curtis Bishop, Clerical 3, Portage County Job & Family Services. The tentative start date is Monday, April 3, 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 three-day internal posting of the bargaining position, for Custodian, 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**
  
3. Authorize the hire of Amanda Murphy, Personnel & Fiscal Specialist, Portage County Water Resources. The tentative start date is Monday, March 20, 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**

4. Authorize the hire of Trudie Raab, Utility Billing Service Representative, Portage County Department of Budget & Finance. The tentative start date is Monday, March 13, 2023. The Board of Commissioners agrees that this hire is contingent upon the applicant passing the required pre-employment screenings.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

5. Approve anniversary, probationary or step increase for the following non-bargaining employees:

- a. *Brett Lee ~ EMA*
- b. *Lee Benson ~ Water Resource*
- c. *Brian Cormany ~ Water Resources*
- d. *Allison Goudy ~ Water Resources*
- e. *Tia Rutledge ~ Water Resources*
- f. *Cody Ullman ~ Internal Services Maintenance*

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

Commissioner Badalamenti thanked Commissioner Tinlin for coordinating the design changes in the Boardroom and for all the sanding he did, as well. Commissioner Tinlin provided a shoutout to Sam Roberts from Information Technology Services for coordinating and providing the new streaming system.

## **DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT**

Present: Director Jackie Petty

Director Petty indicated Resolution No. 1 is a continuation of the conversation Ms. Kautzman had with the Board last week and there's money in the General Fund to cover the vehicle. Total \$54,000 equipped.

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 March 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**

<b>Expenditure Review</b>		
<b>County Funds: (0001 – 8399)</b>		
Bill Payment and ACH list totaling:		
Bill Payment list	\$975,317.77	(Includes late fees of: \$3.15)
ACH/Neil Group of	\$139.69	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$353,356.83	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$0	
Journal Vouchers totaling:	\$62,845.45	
Then and Now list totaling:	\$436,574.28	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

2. Process the March 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**

#### **Resolutions:**

1. Approve the purchase of a new truck for the Portage County Building Maintenance Department./Resolution No. 23-0183
2. Transfer from Fund 0001, General Fund to Fund 1481, Prosecutors State Grant./Resolution No. 23-0184

#### **JOB AND FAMILY SERVICES**

Present: Sue Brannon, Budget & Finance Administrator

Resolution No. 1 is for the bonuses that were paid on February 3, 2023 for the people we have retained.

#### **Resolutions:**

1. Transfer from Fund 1415, Child Welfare Special Levy Fund to Fund 1410 Public

Assistance Fund./Resolution No. 23-0185

2. Transfer from Fund 1413, WIA Fund to Fund 1410 Public Assistance Fund./Resolution No. 23-0186
3. Transfer from Fund 1413, WIA Fund to Fund 1410 Public Assistance Fund./Resolution No. 23-0187

## **GRANT ADMINISTRATOR**

Present: Hope Bonos

### **Discussion:**

#### *1. ARPA Update*

Ms. Bonos indicated I have a list of requirements of the sub-recipient from the consultants and they were sent to both the Akron Food Bank and Family and Community Services, along with several standard questions to see who has the capacity we need. We also spoke with a lot of food assistance programs and were provided with good feedback as to their relations with the Food Bank.

In 2022, 1,348,904 total meals, 1,618,685 total pounds of food and over 380,000 total pounds of produce were distributed, all by the Food Bank. It's in the best interest of the County to move forward with them as the pass-through agency. They are a regional Food Bank servicing eight to nine counties and they've been involved with this type of situation before with CARES funding.

We will need to locate the funds by 2024, but we have until 2026 to have them spent. We will spend out funding over 3 years, which is to prevent waste, at \$300,000 each year for the next three years. There is an administrative fee of 2% which includes the storage, procurement, distributing, and transporting of the food.

Commissioner Badalamenti asked how the food is distributed and Ms. Bonos noted different pantries can go directly to the Food Bank or they can work with them to deliver it.

Commissioner Christian-Bennett noted they are going to charge \$18,000 or \$6,000/year and we'll still have money left over to pay the consultants for any work that they have done. Do we still need the consultants and Ms. Bonos replied if the Board agrees to move forward with the Food Bank, I will get in touch with the consultants and the people from the Food Bank. We will also have a kickoff meeting with them and the consultant will draft a subgrant agreement and it will be presented to Bricker and Eckler. Once we have that in place, it's a totally different project and I don't see us working with a consultant.

Commissioner Badalamenti explained one of the concerns from the pantries are the fresh meat because they can go to Meijer's and they are able to get better deals and that seems to be the only glitch that was consistent. Ms. Bonos replied the Food Bank understands people have dietary needs and they are going to reach out and have meetings with hunger relief

partners and survey the community to assess the needs. This will also be part of the agreement and if they are not able to obtain it at the Food Bank, they can still get other staple items. In the final rule, they stated that most nonprofit Food Banks have about six months' worth of money for operations in their funds and they could use those funds remaining from the Food Bank to purchase the meat.

Commissioner Christian-Bennett talked to the Ravens Pack and they talked about the Birdie Pack and found it to be convenient to order from the Food Bank. She did say that some people are finding it a little harder after COVID to get everything they need from the Food Bank, but you're saying they will assess the area to make sure they have plenty of needed items, not necessarily the overall umbrella of the Food Bank and Ms. Bonos replied that was correct.

Commissioner Tinlin pointed out people have to understand a couple of things. First of all, when we get this type of information, I don't think one or two people look at it and sign off and we move on with life. Our meeting last week went into different ideas and people thought they could handle it, but I think it's a bigger project than what one or two groups could handle. I know Hope's been working on this for at least a month and this is the final draw down of what you've determined would work for the County. My goal is to get this food to the people especially with the loss of other funding. I appreciate you; it's been a lot of work and I know it's frustrating and I think we hit that goal and we are where we need to be with it.

Administrator Crombie explained our main priorities were the speed of getting food to the community, the efficiency of the program, the cash flow and the experience. The Akron Canton Food Bank has a wealth of knowledge and the willingness and ability to go out and meet with the community partners and establish a comprehensive plan. When I spoke to our local resources, the main concern was the availability of foods they need and they would be willing to talk with them to ensure that they could get what they needed to the best of their ability.

Commissioner Christian-Bennett noted I'm glad we're phasing it over three years, so if our first years' experience isn't that great or they don't deliver what they promised, we can reconsider something else. Ms. Bonos explained that's what the subgrant agreement is for, you'll have the conditions they need to meet so they are held accountable.

The Board agreed to move forward with the Food Bank.

Commissioner Badalamenti thanked Ms. Bonos and indicated you're getting training that you can't get in school, and you're doing very well.

#### **Resolutions:**

1. Accept the BJA FY2021 Edward Byrne Memorial Justice Assistance Grant Award in the amount of \$26,685.00 on behalf of the Portage County Sheriff's Office./Resolution No. 23-0188
2. Accept the FY2023 State of Ohio Body Worn Camera Grant in the amount of

\$141,356.00 on behalf of the Portage County Sheriff's Office./Resolution No. 23-0189

Commissioner Tinlin noted the body cameras are up and running and every Deputy within the County has one. The only thing left is our Verizon hookup, but that doesn't have anything to do with the operation, it's an advanced operation to the body cam. Commissioner Christian-Bennett asked if advance operations were included in the original proposal for the body cams and Administrator Crombie pointed out Verizon wasn't necessarily included in the original proposal, this is the advanced feature that works very well with the cameras and really makes it a better program than what was initially presented.

Commissioner Christian-Bennett noted the \$141,000 will come off of what we budgeted for this program and Administrator Crombie responded it would.

Commissioner Tinlin pointed out with Verizon, each camera piece has a SIM card and it's only through Verizon. I went through every quote and every invoice and there's nothing in there that says anything about Verizon. Commissioner Badalamenti pointed out that was asked of us before we purchased this. Commissioner Christian-Bennett asked what's the additional feature is going to cost and Administrator Crombie responded the Sheriff's Office has a grant to offset the costs.

Commissioner Tinlin explained Verizon started out \$5,000 a month to cover it. I've got them down to around \$2,500 and I'm talking with one of the corporate people, their attorney and a manager in Kent who is willing to step up and give us good price. I'm hoping that tomorrow, I get a phone call so we can have a four way call and it gets straightened out. I've been working on it since we all realized that this was an issue and I think we're going to get a good deal out the door. I truly think we can't go without it in my opinion. Administrator Crombie noted there's no local match needed.

3. Authorize the application to the US Department of Justice for the BJA FY2023 Comprehensive Opioid, Stimulant, and Substance Use (COSSUP) Site Based Grant Program – Local Solicitation in the amount of \$1,300,000.00 with no local match requirement on behalf of the Portage County Sheriff's Office./Resolution No. 23-0190
4. Accept the Ohio Bureau of Worker's Compensation Grant Award in the amount of \$21,625.01 on behalf of the Portage County Internal Services Maintenance Department./Resolution No. 23-0191
  - Ms. Bonos explained this award will go for the purchase of a scissor lift.
5. Accept the Ohio Pet Fund Grant Award in the amount of \$2,500.00 on behalf of the Portage County Dog Warden./Resolution No. 23-0192

## **SOLID WASTE**

Present: Director Dawn Collins

**Discussion:***1. Updates*

We've had a lot of changes over the last year. We've standardized our programs and we are doing well. Commissioner Badalamenti asked about the maintenance budget and the new trucks and Director Collins replied the budget is much better and a resolution will be coming through to replace the 2011 Ford Fusion.

Commissioner Christian-Bennett noted all of the communities are paying the same price and we're all on the same contract and they continue for a year and a half with an auto renewal.

Earth Day is coming up on March 22<sup>nd</sup> and we will take tires and latex paint.

I would like to talk about our shredder as it's a big need for our community. We have it in our budget to purchase a new one for \$50,000. The market for paper is really good and we will make our money back. We are currently doing research for the best value and product on the market.

We are also looking at a service truck as the one we have is from the Motor Pool and it's a 2016, but it doesn't fit the needs of the District as it is not able to service our big truck. The funding is already budgeted for the replacement vehicle.

I also have 2 forklifts I would like to auction to purchase a new one. The forklifts were received when we purchased the building.

Commissioner Badalamenti stated I'm proud of what you've done when you took the helm of Solid Waste, you've done great.

Commissioner Christian-Bennett asked about the turnover of employees noting I haven't seen any forms come through and that's really great.

Commissioner Tinlin took a tour and they're just awesome, they came in off the road and there boom, washing the trucks and it's crazy. Commissioner Christian-Bennett contributes that to the change in leadership and attitude.

One of the Townships contacted the District and wanted to talk about potentially dropping off a 40 yard dumpster for a trash day and hauling their tires because we have that capability. I have reached out to Liberty Tire and I don't have an answer from them yet, but I need to get your thoughts. It's a great service that we can offer and we are in a position to do so.

Commissioner Badalamenti noted other communities should be afforded the same opportunity and once we do that, you will find somebody that will take them and shred them.

Commissioner Christian-Bennett noted if a certain community does it, you normally have to be a resident within that community and Director Collins noted it would be monitored.



Director Collins noted we've applied for our own grant for tires and we will host if we receive that an agricultural tire event, which we've never done before, if we can help on that aspect, I'm all for it.

The Board agreed to move forward with the recommendations.

## **INTERNAL SERVICES**

Present: Interim Director, Shannon Kautzman

### **Discussion:**

#### **1. Leases**

Ms. Kautzman noted my first discussion is the leases of Tavern 1888 and DRI R&R. Tavern 1888 will receive a new lease in April and she wants everything to stay the same. We usually do the Consumer Price Index increase and with that, rent will increase from \$800 to \$875 or it can remain the same. She's already paying \$875 due to the late fee and Ms. Kautzman explained it's still a struggle and I've been working with her to adjust the payment due date so she doesn't incur the late fee.

Commissioner Christian-Bennett asked what's the rent increase and it's \$800 x 8% CPI increase, so it would increase to \$864.00.

Commissioner Christian-Bennett noted we have other tenants and if she would pay on time, she would still be paying less than what she pays every month due to the late fees. Ms. Kautzman noted everyone's been increased.

The Board agreed to move forward with the request to adjust the due date to the end of the month, along with the 8% increase.

**DRI R&R** rents a little office in the bank and they use it as a meeting room and they pay \$150 a month for that space. Does the Board want their rent adjusted to the CPI, as well? The Board agreed to move forward with the request.

#### **2. Internal Services Exterior:**

The exterior of our area where people enter the building needs attention and I would like to cover it with vertical metal siding in white or light gray. The cost would be taken from the Maintenance budget and would be between \$10,000 to \$12,000. The Board agreed to move forward with the request.

#### **3. Project Updates:**

**Administration Building Elevators:** Budget \$1,000,000 and the actual cost is \$1,050,500. They will leave the shell of the elevator but they will be replacing everything on all 3 elevators. One elevator will be out of service at a time. The Board agreed to move forward with the request. The budget will need to be adjusted slightly and Ms. Kautzman will work with the Department of Budget and Financial Management.

**Administration Building main hallway:** The hallway should be finished at the end of next week. I will get a cost for the floors and it can be made to go up a portion of the wall to match what is currently in place.

**Office of Homeland Security and Emergency Management:** Unfortunately, we didn't receive any bids for the 3 MARCs radio shelters, so we will rebid with a longer timeframe. Commissioner Christian-Bennett noted Director Shackelford had said you can buy used shelters and Ms. Kautzman stated they would still be over the bid limit.

**Juvenile Court:** They updated their costs because we're getting ready to go out to bid. The cost is over \$300,000. Ms. Kautzman noted we had a total and then I came to you for another \$100,000 for the furniture which took the price to \$909,000 and now he's getting pricing updates because the project is a year old. I will work with Department of Budget and Financial Management on this project.

**Justice Center:** The cement was poured and they had to dig down to the gravel portion, unless it was the walking area, and they did not. The cement will need several days to cure and then they can use it.

**Columns:** The columns in front of the Sheriff's Office will be completed tomorrow as they are waiting for warmer weather for the sleeves.

**Ravenna Courthouse:** The budget is in place and the contract is being routed so we can get the elevators ordered.

The Board liked the new format for the updates.

Commissioner Badalamenti asked about the roof at the Records Center and Ms. Kautzman noted they are getting ready to start.

### March 16th, 2023 (Updates in Red)

ADMIN BUILDING	COST	UPDATE
<b>Elevators — Otis to replace interior cab, hoist way equipment, doors, machine room equipment, weight devices (shell of the cab to remain) in all 3 elevators</b>	Estimated cost budgeted \$1,000,000 Actual cost \$1,050,500	Cost is \$1,050,500
<b>Auditor's office renovations</b>		Working with Matt Kelly to see what he would like done
<b>Commissioners Board Room Remodel — build platform and carpet</b>	Maintenance project expense	

<b>Main Hallway 1" floor — remove wall covering and paint remaining area of the 1" floor stopping at the wall that leads into the Treasures office.</b> Possible replacement of floors?	Maintenance project expense	Start date 3/13/23 Will get pricing on flooring, week of 3/27/23
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<b>ANNEX BUILDING</b>	<b>COST</b>	<b>UPDATE</b>
<b>Put in ramp to make ADA compliant, HVAC upgrade and fix of basement water leaks.</b>	Architect Cost \$25,850 Architect Est. for project: Pending	Architect working on specs

<b>EMA/EOC</b>	<b>COST</b>	<b>UPDATE</b>
<b>Addition Station 30 for a new EMA Building</b>	Architect Cost \$283,400 Architect Estimate for project \$4,583,721.75	Continue meeting with architects and EMA ARPA Funds
<b>MARCs Radio Tower</b>	Architect Cost \$132,355 Architect Est. for project \$2,100,000	Bid out shelters first 3/14/23 No Bids, will need to rebid

<b>ENGINEER'S OLD SITE</b>	<b>COST</b>	<b>UPDATE</b>
<b>Working with Environmental Design Group</b>		1. BUSTR approved the Tier 1 for the site and the next step toward closure is to complete a Tier 2. Environmental group's working on closure report. Contacted Emerald Environmental to get an update. Emerald is working with BUSTR on the Tier. 2. Going back and forth for approval and sign off for closure report. Emerald Environmental are coming to an end and should be able to submit a letter to BUSTER this week. With that they hope to get approval of Tier 2 and move forward to the next steps.
		Step 1 — complete an excavation to remove the impacted soils and monitoring well Step 2 — replace the well Step 3 — request no further action status for the site

JUVENILE COURT	COST	UPDATE
<b>Renovation and Modernization of lobby, offices, kitchen, courtroom(s), furniture</b>	Architect Cost \$124,000 Architect Est. for project \$1,261,953	Architect cost estimate including furniture was \$809,451.00 construction & furniture \$100,000.00 for a total of \$909,451.00 Architect new cost going out to bid \$1,261,953.00

JUSTICE CENTER	COST	UPDATE
<b>Roof replacement</b>	Architect Cost \$24,750 Project Cost \$494,500	Bid awarded, to be completed end of May
<b>Dispatch Renovation</b>	Architect Cost \$28,200 Architect Est. for project \$605,000	Bid date 4/19/23
<b>Fencing around parking for cruisers</b>	Architect Cost \$10,350 Architect Est. for project \$80,000	Working with Architect Funding from general fund
<b>Sinkhole in the sallyport Cut out approx. 18' x 18 ' area to fix affected area and re-pour cement</b>	Maintenance project expense	Cement was poured 3/15/23
<b>Columns (Bollards)</b>	Maintenance project expense	Complete 3/17/23

PROSECUTORS	COST	UPDATE
<b>Windows/facade — windows are leaking, Investigation of leaks and fixes</b>	Architect Cost \$39,300 Architect Est. for project \$300,000	Bid date 4/5/23

RAVENNA COURTHOUSE	COST	UPDATE
<b>Replacement of parking lot</b>	Architect Cost \$39,300 Architect Est. for project \$300,000	Bid date 4/5/23
<b>Otis to replace interior cab on main elevator, hoist way equipment, doors, machine room equipment, weight devices (shell of the cab to remain) in 2 elevators</b>	Project Cost \$654,722.00	Contract routing, elevators can be ordered once contract is signed by all
<b>Probate Court office renovations 2<sup>nd</sup> &amp; 3<sup>rd</sup> floor</b>	Architect Cost \$33,800 Architect Est. for project: Pending	Working with architect on project cost

RECORDS CENTER	COST	UPDATE
<b>Roof replacement</b>	Architect Cost \$24,750.00 Project Cost \$611,050	Bid awarded, to be completed end of May

RIDDLE BLOCK	COST	UPDATE
Roof replacement	Architect Cost \$82,050 Project Cost \$954,374	Bid awarded
HVAC replacement	Architect Cost \$45,000 Architect Est. for project: \$375,000	Bid date 3/7/23 No Bids — will need to be rebid. Working with architect on dates

#### Resolutions:

1. The Board of Commissioners declares the necessity to purchase two (2) vehicles with a trade-in of one (1) vehicle for use by the Portage County Solid Waste District./Resolution No.23-0193
2. The Board of Commissioners declares the necessity to purchase one (1) forklift for use by the Portage County Solid Waste District./Resolution No.23-0194
3. The Board of Commissioners declares the necessity to purchase one forklift rotator attachment for use by the Portage County Solid Waste District./Resolution No.23-0195
4. The Board of Commissioners declares obsolete and authorizes the sale of forklifts and miscellaneous items at public auction for the Portage County Solid Waste Management District./Resolution No. 23-0196
5. The Board of Commissioners agrees to a set proposal date for the Request for Qualifications for professional engineering services for Water Storage for the Portage County Water Resources Department./Resolution No. 23-0197
6. The Board of Commissioners agrees to award and enter into a contract with Boak & Sons Inc for the Riddle Block Building Roof Replacement Project./Resolution No. 23-0198
7. The Board of Commissioners accepts the grant award of \$21,625.01 from the Ohio Bureau of Workers' Compensation Grant Program for the Portage County Internal Services Maintenance Department. **(Adopted under Grants Administrator Section, /Resolution No.23-0191)**
8. The Board of Commissioners agrees to amend Resolution No. 23-0079, adopted February 2, 2023, 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. 23-0200
9. The Board of Commissioners agrees to enter into an agreement with Hasenstab Architects for architectural services for the preparation of plans and specifications for the fence enclosure at the Portage County Justice Center./Resolution No. 23-0201
10. The Board of Commissioners agrees to enter into an agreement for Prevention, Retention and Contingency (PRC) Family Support Services between the Board of

Commissioners on behalf of the Portage County Job & Family Services and Catholic Charities./Resolution No. 23-0202

11. The Board of Commissioners agrees to enter into an agreement with Job & Family Services, the Northeast Ohio Consortium Council of Governments and Leadership Portage County for the Comprehensive Case Management & Employment Program.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

All Opposed: Commissioner Tinlin, Yea;

**Redacted Vote: Commissioner Christian-Bennett**

**Motion dies for lack of approval.**

Commissioner Christian-Bennett noted you know what, I want to pause on this, I think we need to discuss this, because...um, yeah, I may redact my vote because there is some stuff going on here and I'm not sure until we get that resolved that we should approve this and Commissioner Tinlin stated that's my thought. Commissioner Christian-Bennett responded Tony, do you know what we're talking about and Commissioner Badalamenti replied no I don't. Commissioner Christian-Bennett stated that's, uh, Kurt Ruehr will run the Leadership program for the youth and Commissioner Badalamenti replied I understand, thank you, if that's what that is. Commissioner Christian-Bennett replied yeah. Commissioner Badalamenti stated redacted so noted, double, and Commissioner Christian-Bennett stated yeah, so it's no, we're not going to approve it, thank you and the Acting Clerk stated redacted, ok. Commissioner Christian-Bennett stated thank you I just wanted to... and Ms. Kautzman stated I will let Job and Family know.

12. The Board of Commissioners accepts and awards the bid for Biosolids Trucking Transportation Services for the Department of Water Resources./Resolution No. 23-0204

Acting Clerk Hoag stated just to clarify we will reject and Commissioner Badalamenti stated reject and Commissioner Christian-Bennett stated yes, Shannon, will you let Job and Family Services know that and Ms. Kautzman responded yes, I will reach out to them and Commissioner Christian-Bennett stated thank you.

Recessed into the Public Hearing: 10:00 AM

## PUBLIC HEARING TO AMEND THE PORTAGE COUNTY SUBDIVISION REGULATION

March 16, 2023

Commissioners' Office  
449 South Meridian Street  
Ravenna, Ohio 44266  
10:00 AM

**Present:** Commissioner Badalamenti, Commissioner Christian-Bennett, Commissioner Tinlin, County Administrator Michelle Crombie, Acting Clerk Sara Hoag, Regional Planning Commission Director Todd Peetz and Community Planner Gail Gifford.

**I. OPENING & INTRODUCTIONS OF THE BOARD OF COMMISSIONERS –**  
Commissioner Badalamenti

Welcome and thank you for joining us. I will now open the Public Hearing for the proposed amendments to the Portage County Subdivision Regulations at 10:00 AM. I am Commissioner Tony Badalamenti, President of the Board, Commissioner Sabrina Christian-Bennett is Vice President and Commissioner Mike Tinlin is the third member of the Board.

**II. PURPOSE OF THE HEARING –** Commissioner Badalamenti

In compliance with Ohio Revised Code § 711.10, the Portage County Board of Commissioners will hold a Public Hearing to hear comments on the proposed amendments to the Portage County Subdivision Regulations, which govern plats and subdivisions of land within the unincorporated areas of Portage County.

Notice of this hearing was published in the Record Courier Newspaper on January 13, 2023. A copy of the proposed changes to the regulations has been on display and was available for public viewing at the Commissioners' Office and the Regional Planning Commission's office and a copy has also been posted on the County's website at <https://www.portagecounty-oh.gov/portage-county-board-commissioners/pages/subdivision-regulations-amendments> since January 10, 2023.

**III. SWEARING IN OF THOSE WHO ARE SPEAKING –** Commissioner Badalamenti

No public was sworn in.

**IV. PRESENTATION OF THE PROPOSED AMENDMENTS**  
Regional Planning Commission Director Todd Peetz

The Subdivision Regulations were created in 1984 and had a major update in June of 2021. When we changed the regulations in 2021, we talked about the fact that there was poor grammar from the previous plan, and some of the definitions and terms changed. We modified the entire regulations with minor changes and updates throughout the entire subdivision regulations.

The only other sections that were modified based on what we initially saw from our update in 2021 were in Section 300.

- We removed the reference to the number of copies
- Conditional approval of preliminary plans were added
- Length of validation of preliminary plan

- We removed alphabetical phrases labeling requirements
- We removed reference to the number of copies to submit for plats
- Corrected references to Section 302.3, because it's no longer relevant
- Added a conditional approval sections
- Removed basis of bearings
- Clarify the language in Section 310.1B

In 2021, rather than wait three or four years or however long it was, we said there would be a major update every three years, so we will begin our major update in June that's due in July 2024.

One item we haven't required is a centralized postal mailbox in the subdivisions and that will be added, but as of right now everyone has their mail delivered to their house. Commissioner Badalamenti asked for the subdivisions that don't have one already, they will be asking for a centralized box and Director Peetz noted it's for new subdivisions to make it easier to stop at one place and that would require a bump out for cars to park and get their mail.

**V. PUBLIC COMMENT – None**

**VI. CLOSING STATEMENT**

Hearing nothing further, this will conclude the Public Hearing on the proposed amendments to the Portage County Subdivision Regulations.

**VII. ADJOURN**

Motion to adjourn the Public Hearing at 10:06 AM

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

Reconvene Commissioners' Regular Session: 10:06 AM

**Resolution:**

1. Motion to approve the amendments to the Portage County Subdivision Regulation previously adopted by the Regional Planning Commission on February 8, 2022./Resolution No. 23-0205

**Motion: Commissioner Badalamenti**

**Seconded: Commissioner Christian-Bennett**

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

**Motion Carries**



Commissioner Badalamenti indicated on behalf of the Board of Commissioners; I'd like to thank everyone for attending.

## **REGIONAL PLANNING COMMISSION**

Present: Director Todd Peetz

### **Discussion:**

#### *1. Comprehensive Plan Community Meeting.*

Director Peetz noted we are near completion of the Comprehensive Plan and the Board provided \$100,000. The first \$50,000 was paid to the Planning Commission by the Commissioners in cash and the remaining dollars were going against Technical Assistance hours. Once we used the Technical Assistance hours, everything went against the debt of our building.

The Regional Planning building is in the Commissioners' name and in 1998, Regional Planning was asked to leave the Administration Building due to space constraints. The Commissioners found a building on North Prospect Street and purchased it, put another \$400,000 into it, and another \$20,000 on top of that, so there are two loans on the building.

In 2007, financial issues hit the Regional Planning Commission and the Board waived the debt service payment. In 2010, we were still hurting and the Board waived our debt by tacking it onto the end of the loan, so once the loan is paid off, we still have to pay the Board of Commissioners back.

The Commissioners invited Regional Planning Commission to return to the Administration Building at the end of 2018 and the Commissioners agreed not to make the Planning Commission pay on the debt service until we were able. This is one small way to pay the Commissioners back.

Director Peetz pointed out that at the time we left, we had no renters and now we do and the building is almost full. We've received inquiries about renting the remainder of the space, so it's moving in the right direction. The rents bring in over \$30,000 per year and we discussed the possibility of starting to pay the Commissioners back \$20,000 per year minus whatever the Comp Plan is going to be. We roughly still owe \$200,000.

Commissioner Tinlin asked who collects and retains the rent money and Director Peetz stated the Regional Planning Commission does and we make all of the repairs to the building, do our own snow plowing, etc.

Commissioner Christian-Bennett noted the statute doesn't allow the Regional Planning Commission to have any debt, so that's why the Commissioners financed the building and it's in the Board's name, but it is their building. They also spent too much money remodeling the building.

In 1998, the Board of Commissioners signed an agreement which indicated it would hold the debt, but the Regional Planning Commission is responsible for paying it back.

Commissioner Christian-Bennett also brought up the fact that the Board's tried to sell the building numerous times without success, but now it's rented so the Planning Commission is able to pay us.

Director Peetz explained one of the tenants wants to purchase the building so there's still a possibility that somebody could buy it. We've talked informally at the Executive Committee meetings that we would accept what we owe the Commissioners, plus another \$20,000 for the building.

Director Peetz noted we are at a point in the plan that's pretty close to the end, we still have about 12,000 to 15,000 hours left in our budget and I didn't know if the Board wanted to have some type of community meeting that was unscheduled and invite people to see what we've done. Commissioner Badalamenti responded I think that's probably wise, Sabrina brought that up in one of the emails and I think that'd be a good idea since we're introducing this for the whole County to have as many people in the County come and listen to it.

Director Peetz noted it could be at Kent State University hotel or at the NEW Center and we could do a celebration of this, but this meeting should be prior to the Board adopting it. It's a living document that could be changed at any time.

Commissioner Badalamenti pointed out that I've been to many public meetings and I've only seen one that was well attended and we didn't put it on. Could you get 50 people or 100 people or 200 people or 500 and Director Peetz replied it's been my experience is that when people are really angry about an issue, they all show up, but if they're comfortable and everything's going well, they don't.

Commissioner Badalamenti replied that's my curiosity is planning and how would you encourage people to come for the big presentation and Director Peetz noted we will make it happen.

Director Peetz will provide final drafts for the Board and to display for the public.

Director Peetz would like to have the community meeting at 4:30 PM or 5:00 PM and Commissioner Christian-Bennett suggested 6:00 PM and Director Peetz noted we could open the doors at 5:00 or 5:30 PM and hold the meeting itself at 6:00 PM. Commissioner Christian-Bennett suggests opening the doors at 5:30 PM and holding the actual meeting at 6:00 PM.

Director Peetz stated I'm hoping to take this to my Board by May 10<sup>th</sup> and have the adoption hearing on May 18<sup>th</sup>, so the meeting needs to be before May 10<sup>th</sup>.

The Board agreed the informational meeting will be held on April 20, 2023, doors opening at 5:30 PM at either the NEW Center at NEOMED or Kent State University Hotel, and the meeting will start at 6:00 PM. Director Peetz will begin advertising for the event.

#### **PROSECUTOR'S OFFICE**

Present: Attorney Chris Meduri

10:19 AM In accordance with the Ohio Rev. Code 121.22(G)(3), it was moved by Anthony J. Badalamenti, seconded by Mike Tinlin that the Board of Commissioners moves to enter into executive session to conference with an attorney for the public body concerning disputes involving the public body that are the subject of pending court action. Also present: County Administrator Michelle Crombie, Attorney Chris Meduri, and Attorney John Pinzone from Mazanec, Raskin & Ryder via teleconference. Roll call vote: Anthony J. Badalamenti, Yea; Mike Tinlin, Yea; Sabrina Christian-Bennett, Yea;

11:18 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the Board of Commissioners moves out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea.

After exiting Executive Session, the Board of Commissioners took no action.

Commissioner Christian-Bennett brought up the solar and wind farm and noted we received a resolution from Shalersville and they are adamant and want the Board to put a moratorium on it but you can't do that, you have to go through the process. Chris, if you could come back next week, because they could be grandfathered in if we don't have anything put in place yet. The Clerk will schedule Attorney Meduri next week to discuss.

## **PORTAGE PARKS AND RECREATION**

Present: Laura Holman, Director of Parks and Recreation for the City of Aurora and Christine Craycroft, Executive Director of Portage County Park District

### **Discussion:**

#### *1. Trail Projects – Parks and Recreation, City of Aurora and Portage Park District*

Ms. Holman indicated the trails have been on our radar forever, at least 25 years, and it's been on a lot of different plans at the state, local, and federal level. So finally, with the abandonment of the rail line through Aurora and Mantua, Norfolk Southern, and now First Energy owns it and that opened the door. The City of Aurora has an easement on it, ours is ready to be signed and we also have the right of way and we're ready to move ahead with the project.

Commissioner Badalamenti mentioned I just talked to the City of Solon yesterday and I also spoke to Mayor Benjamin and they are going to buy that land and Aurora has agreed to separate the two where it starts. The City of Aurora has asked for a letter of support for the project and we are happy to oblige.

Commissioner Badalamenti asked when this is done, how long will the walking path be and Ms. Craycroft responded right now we've got eight and a half miles between Garrettsville and Mantua at Mennonite Road and this would be a little over four miles, about four and a quarter miles between Aurora, so it's over twelve miles.

Commissioner Badalamenti noted we all look forward to it and it's a great idea.

The Board signed two letters of support and they were provided to Ms. Holman and Ms. Craycroft.

## MISCELLANEOUS:

### Journal Entries:

1. The Board of Commissioners acknowledged receipt of the March 13, 2023 Certificate of the County Auditor that the Total Annual Appropriations from each fund do not 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**
2. In accordance with the ORC Section 325.07, the Board of Commissioners acknowledged receipt of the Portage County Sheriff's Transportation of Prisoners Report for February 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**
3. The Board of Commissioners acknowledged receipt of the Portage County RLF Balance Sheet dated February 28<sup>th</sup>, 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**
4. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for March 06, 2023 through March 12, 2023 as presented by Chief Dog Warden Dave McIntyre.  
**Motion:** Commissioner Christian-Bennett  
**Seconded:** Commissioner Tinlin  
 All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Tinlin, Yea;  
 Commissioner Badalamenti, Yea;  
**Motion Carries**
5. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for February 20, 2023 through March 05, 2023 as presented by Chief Dog Warden Dave McIntyre.  
**Motion:** Commissioner Christian-Bennett

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

6. The Board of Commissioners acknowledged receipt of the Portage County Investment Reconciliation for the month of February 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**

7. The Board of Commissioners acknowledged receipt of the Portage County Investment Portfolio Report for February 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**

8. In accordance with Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Record of Proceedings and Transactions for February 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**

**Resolution:**

1. Motion to appointment Edith B. Pavlick to the Tax Incentive Review Council for the City of Streetsboro./Resolution No. 23-0206

Commissioner Tinlin commented on Tuesday that Elected Officials and some of the Directors were out at the Emergency Operations Center for a training session with the Office of Homeland Security and Emergency Management Director Ryan Shackelford and it was very well done. The Commissioners and our Administrator are ready to go to assist them with decision-making in the event of a disaster in the County. They do an awesome job out there and Ryan's the right guy for that job.

Commissioner Christian-Bennett received a text from Ravens Pack and she said the only issues we're having is that we are paying more for items through the Food Bank than other distributors and we've noticed a change in quantity and variety of the free items. County

Administrator will note that to ensure we are getting the right items. Commissioner Christian-Bennett stated if we are giving money to the Food Bank, it should be free to our pantries and County Administrator Crombie noted we have over 48 partners listed they will reach out to and figure out what items they need.

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**RESOLUTION NO. 23-0183      -      RE:    APPROVE THE PURCHASE OF A NEW TRUCK FOR THE PORTAGE COUNTY BUILDING MAINTENANCE DEPARTMENT**

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

**WHEREAS,**            the Portage County Building Maintenance Department is in need of purchasing a new truck, as discussed between the Board of Commissioners and the Interim Director of Internal Services; now therefore be it

**RESOLVED,**            that the Board of Commissioners approves the purchase of a new truck for the Building Maintenance Department from Fund 0001, General Fund for an amount not to exceed \$55,000.00; and be it further

**RESOLVED,**            that a certified copy of this resolution be filed with the Department of Budget and Financial Management and 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:

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

\* \* \* \* \*

**RESOLUTION NO. 23-0184      -      RE:    TRANSFER FROM FUND 0001, GENERAL FUND TO FUND 1481, PROSECUTORS STATE GRANT**

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

**WHEREAS,**            Resolution 23-0104 committed local match dollars of \$20,921.80 and a

one-time transfer out in the amount of \$348,619.89 from Fund 0001, General Fund to Fund 1481, Prosecutors State Grant, and

**WHEREAS,** Fund 1481, Prosecutors State Grant is in need of funding via transfer from Fund 0001, General Fund; now therefore be it;

**RESOLVED,** that the following transfer be made:

**FROM:**

FUND 0001, GENERAL FUND

ORGCODE- 00100009

Debit Expense Account

Object 910000 – Transfer Out \$369,541.69

**TO:**

FUND 1481, PROSECUTORS STATE GRANT

ORGCODE – 14813002

Credit Revenue Account

Object 280000 Project 2A575 – Transfer In \$369,541.69

; and be it further

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

**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. 23-0185**

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**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 PCSA has received the Workforce Grant from PCSAO to help with

recruiting and retaining PCSA employees. The Child Welfare Special Levy Fund has received reimbursement for the costs of payroll bonuses for specific PCSA job titles that were paid out of the Public Assistance Fund on 2/3/23; and

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

**RESOLVED,** that the following transfer of funds be made in the amount of \$3,750.00 for bonuses paid on 2/3/23 for said employees 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: 910000 – Transfers Out \$3,750.00

**TO:**

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Credit Revenue Account

Object: 280000 – Transfer In \$3,750.00

; 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:

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

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**RESOLUTION NO. 23-0186**

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**RE: TRANSFER FROM FUND 1413, WIA 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 JFS WIA Fund owes the Public Assistance Fund for One Stop sharing 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 \$57,402.65 for the 2nd Qtr SFY23 Oct-Dec 2022 adjustment as reviewed and recommended by the Department of Job & Family Services:

**FROM:**

FUND 1413, JFS WIA FUND

ORGCODE - 14130519

Debit Expense Account

Object: 912000 – JFS Shared

Project 3A258

\$25,810.85

Project 3B278

\$25,810.85

Project 3A225

\$ 5,780.95

**TO:**

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Credit Revenue Account

Object: 282000 – JFS Shared

Project 5SHAR

\$57,402.65

; and be it further

**RESOLVED,** that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the Portage County Auditor, the Portage County Job & Family Services, and the Department of Budget and Financial Management; and be it further

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

Roll call vote as follows:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea;

Mike Tinlin, Yea;

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**RESOLUTION NO. 23-0187      -      RE:    TRANSFER FROM FUND 1413, WIA 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 JFS WIA Fund owes the Public Assistance Fund for the WIOA RMS staff 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 \$115,997.52 for October Adj#3, November Adj#3, December Adj#2, January Adj#1, and February 2023 as reviewed and recommended by the Department of Job & Family Services:

**FROM:**  
FUND 1413, JFS WIA FUND  
 ORGCODE - 14130519  
 Debit Expense Account  
 Object: 912000 – JFS Shared

Project 3A258	\$23,069.39
Project 3B278	\$31,801.90
Project 3A259	\$11,501.23
Project 3B259 Credit	(\$ 999.43)
Project 3B277	\$ 313.14
Project 3D278	\$35,000.00
Project 3A225	\$15,311.29

**TO:**  
FUND 1410, PUBLIC ASSISTANCE FUND  
 ORGCODE - 14100512  
 Credit Revenue Account  
 Object: 282000 – JFS Shared

Project 5SHAR	\$115,997.52
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; and be it further

**RESOLVED,**      that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the Portage County Auditor, the Portage County Job & Family Services, and the Department of Budget and Financial Management; and be it further

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



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

Roll call vote as follows:

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

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**RESOLUTION NO. 23-0189 - RE: ACCEPT THE FY2023 STATE OF OHIO BODY WORN CAMERA GRANT IN THE AMOUNT OF \$141,356.00 ON BEHALF OF THE PORTAGE COUNTY SHERIFF'S OFFICE**

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

**WHEREAS,** the Board of Portage County Commissioners adopted Resolution No. 22-0643 on November 11, 2022 authorizing the grant application to the Ohio Office of Criminal Justice Services (OCJS) for the FY2023 State of Ohio Body Worn Camera Grant funds; and

**WHEREAS,** Portage County has been awarded FY 2023 State of Ohio Body Worn Camera Grant funds to purchase GETAC Body Worn Cameras and ancillary equipment to include multi-docks, single-port docks, Bluetooth trigger boxes, extended batteries, Molle mounts, charging cables; extended 3-year warranties; a GETAC Monthly Cloud Plan with a Tier 2 Cloud Deployment Service, a Monthly CAD Connector Service with CAD Connector Installation Services; and

**RESOLVED,** the Board of Portage County Commissioners accepts the FY 2023 State of Ohio Body Worn Camera Grant **for the grant period ending June 30, 2023, in the amount of One Hundred Forty-One Thousand, Three Hundred Fifty-Six and 00/100 dollars (\$141,356.00)** with no local match obligation, for a total project cost of \$141,356.00; and be it further

**RESOLVED,** that the Board of Portage County Commissioners authorizes the Portage County Sheriff's Office Chief Deputy to sign all necessary documents associated with this grant; 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 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:

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

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**RESOLUTION NO. 23-0190**

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**RE: AUTHORIZE THE APPLICATION TO THE US  
DEPARTMENT OF JUSTICE FOR THE BJA  
FY2023 COMPREHENSIVE OPIOID,  
STIMULANT, AND SUBSTANCE USE  
(COSSUP) SITE-BASED GRANT PROGRAM  
– LOCAL SOLICITATION IN THE AMOUNT  
OF \$1,300,000.00 ON BEHALF OF THE  
PORTAGE COUNTY SHERIFF’S OFFICE.**

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

**WHEREAS,** the Portage County Sheriff’s Office is eligible to receive funding through the BJA FY2023 Comprehensive Opioid, Stimulant, and Substance Use 3-Year Grant Program – Local Solicitation in the approximate amount of \$1,300,000.00 to be used for the implementation of a Portage County Overdose Response Team, directly related to law enforcement functions; and

**WHEREAS,** the Portage County Sheriff recommends the submittal of an application to hire 4 Deputies (2 assigned as Detectives for fatal overdoses, 1 assigned as a Detective for non-fatal overdoses and 1 assigned as a School Resource Officer), acquire consultant services through a substance abuse treatment center for overdose victims and their families, the purchase of laptops and computer peripheral equipment, printing costs for informational brochures, hand-out materials, and statistical forms, and office supplies; now therefore be it

**RESOLVED,** the Board of Portage County Commissioners authorizes the Portage County Sheriff’s Office to submit an electronic Grant application to the US

Department of Justice, Office of Justice Programs, Bureau of Justice Assistance BJA FY 2023 Comprehensive Opioid, Stimulant, and Substance Use 3-Year Grant Program – Local Solicitation in the amount of \$1,300,000.00 **with no local match requirement** to be administered by the Portage County Sheriff's Office; and be it further

**RESLOVED,** the time period for the use of these funds is 3 years beginning October 1, 2023; and be it further

**RESOLVED,** that a certified copy of this resolution be forwarded to the Portage County Prosecutor, Portage County Sheriff, Portage County Auditor, Grant Administrator, and the Department of Budget and Financial Management; and be it further

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

Roll call vote as follows:

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

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**RESOLUTION NO. 23-0191**

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**RE: ACCEPT THE OHIO BUREAU OF  
WORKERS' COMPENSATION GRANT  
AWARD IN THE AMOUNT OF \$21,625.01 ON  
BEHALF OF THE PORTAGE COUNTY  
INTERNAL SERVICES MAINTENANCE  
DEPARTMENT.**

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

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

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

**RESOLVED,** that the Board of Portage County Commissioners authorizes the Portage County Internal Services to accept the Ohio Bureau of Workers'

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

Roll call vote as follows:

	*		*		*		*		*
RESOLUTION NO. 23-0192	-	RE:	ACCEPT THE OHIO PET FUND GRANT AWARD IN THE AMOUNT OF \$2,500.00 ON BEHALF OF THE PORTAGE COUNTY DOG WARDEN.						

**WHEREAS,** the Portage County Board of Commissioners adopted Resolution No. 23-0010 on January 12, 2023, authorizing the Portage County Dog Warden to apply for a grant to the Ohio Pet Fund Program which provides funds for spay/neuter projects to non-profits and government organizations; and

**RESOLVED,** that the Board of Commissioners accepts the grant award in the amount of \$2,500 on behalf of the Portage County Dog Warden from the Ohio Pet Fund Grant Program; and be it further

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vehicle for a total sum to be paid of \$28,835.00 to Charles Auto Family and \$54,283.50 to Sarchione Chevrolet, Inc., and be it further

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

Roll call vote as follows:

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

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**RESOLUTION NO. 23-0194 - RE: DECLARE THE NECESSITY TO PURCHASE ONE FORKLIFT FOR USE BY THE PORTAGE COUNTY SOLID WASTE DISTRICT**

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

**WHEREAS,** pursuant to R.C. 307.41 the Board of the Portage County Solid Waste Management District declares it necessary to purchase one (1) new Doosan G25E-7 LP forklift for use by the Portage County Solid Waste Management District; and

**WHEREAS,** the purchase of the forklift will be from Valley Industrial Trucks, Inc.; and

**WHEREAS,** the cost of the Forklift is \$30,036.93 to be purchased with Portage County Solid Waste Management District funds; now therefore be it

**RESOLVED,** that the Board of Commissioners of the Portage County Solid Waste Management District does hereby declare it necessary to purchase one (1) forklift for the total amount of \$30,036.93; and be it further

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

Roll call vote as follows:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

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**RESOLUTION NO. 23-0195**

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**RE: DECLARE THE NECESSITY TO PURCHASE  
ONE FORKLIFT ROTATOR ATTACHMENT  
FOR USE BY THE PORTAGE COUNTY  
SOLID WASTE DISTRICT**

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

- WHEREAS,** the Board of the Portage County Solid Waste Management District declares it necessary to purchase one (1) rotator attachment for the Doosan forklift for use by the Portage County Solid Waste Management District; and,
- WHEREAS,** the forklift attachment purchase will be from Valley Industrial Trucks, Inc., and
- WHEREAS,** the cost of the attachment is \$11,000.00 to be purchased with Portage County Solid Waste Management District funds, now therefore be it
- RESOLVED,** that the Board of Commissioners of the Portage County Solid Waste Management District does hereby declare it necessary to purchase one (1) forklift for the total amount of \$11,000.00 and be it further
- RESOLVED,** that the Board of Portage County Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

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**RESOLUTION NO. 23-0196**

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**RE: DECLARE OBSOLETE AND AUTHORIZE  
SALE OF FORKLIFTS AND  
MISCELLANEOUS ITEMS BY PUBLIC  
AUCTION**

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

**WHEREAS,** the Board of County Commissioners of the Portage County Solid Waste Management District has determined that the following items are not needed for public use, and are obsolete, or unfit for the use for which such were acquired; and be it further,

**RESOLVED,** that pursuant to R.C. 307.12 the Board of County Commissioners of the Portage County Solid Waste Management District has determined the items described herein are not needed for public use, and are obsolete, or unfit for the use for which such were acquired; and be it further,

**RESOLVED,** that a typewritten or printed notice of the time, place, and manner of sale shall be published at least ten days prior to the sale in a newspaper of general circulation in the county and in the offices of the county and at the Solid Waste District office that these items will be sold at Public Auction, via A LIVE BID ONLINE AUCTION at Edinburg Auction Sales, [www.Edinburgauction.com](http://www.Edinburgauction.com). The notice in a newspaper of general circulation shall be published in the Record Courier on Sunday, March 19, 2023; and be it further

**RESOLVED,** that Notice of Public Auction shall be posted in the office of the Portage County Commissioners, the District and County's website and a Notice of Public Auction shall be published in the Record Courier on Sunday, March 19, 2023.

**Date of Auction:** Wednesday, April, 12, 2023  
**Time of Auction:** 6:30 P.M., E.S.T.  
**Location:** Online Live Public Auction  
<https://www.edinburgauction.com/>

**Items located at:** 4026 St. Rt. 14,  
Rootstown, OH 44272  
(330) 325-2966

**Items to be offered for sale at auction**

Daewoo D2-01023 Forklift Long Reach Brudi  
Clark Forklift P2326-0431-9781KF  
Miscellaneous items

Said equipment may be viewed from 9:00 A.M. to 12:00 P.M. on Wednesday

April 12, 2023 or by appointment at 4026 St. Rt. 14, Rootstown, OH 44272.

The equipment can also be viewed online at [www.edinburgauction.com](http://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; and be it further

**RESOLVED,** that a copy of this resolution be forwarded to the Portage County Auditor; and be it further

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

Roll call vote as follows:

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

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**RESOLUTION NO. 23-0197**

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**RE: SET PROPOSAL DATE FOR THE REQUEST FOR QUALIFICATIONS FOR PROFESSIONAL ENGINEERING SERVICES FOR WATER STORAGE FOR THE PORTAGE COUNTY WATER RESOURCES DEPARTMENT.**

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

**RESOLVED,** that the specifications for receiving proposals for the request of professional engineering services for Water Storage for the Portage County Water Resources Department be and hereby are approved; and be it further

**RESOLVED,** that sealed proposals, therefore, will be accepted by the Portage County Director of Internal Services, Portage County Administration Building (Chestnut Street Entrance), 449 South Meridian St., Ravenna, Ohio until 2:30 p.m., E.S.T., on April 26, 2023; and be it further

**RESOLVED,** that the notice of receiving proposals shall be published in the Record Courier on March 16, 2023 and a copy thereof be posted on the County's website and bulletin board of the Board forthwith; and be it further

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



**RESOLUTION NO. 23-0199**

Resolution number not used. For numbering purposes only.

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**RESOLUTION NO. 23-0200      -      RE:    AMEND RESOLUTION 23-0079, ADOPTED  
FEBRUARY 2, 2023, 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 February 2, 2023, the Board of Commissioners adopted Resolution No. 23-0079 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 via an addendum to extend the bid opening date; now therefore be it
- WHEREAS,**            that Resolution No. 23-0079 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 29, 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:

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

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**RESOLUTION NO. 23-0201**

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**RE: ENTER INTO AN AGREEMENT BETWEEN THE PORTAGE COUNTY COMMISSIONERS AND HASENSTAB ARCHITECTS FOR ARCHITECTURAL SERVICES FOR THE PREPARATION OF PLANS AND SPECIFICATIONS FOR THE FENCE ENCLOSURE AT THE PORTAGE COUNTY JUSTICE CENTER.**

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 the need for a fence enclosure at the Portage County Justice Center; and

**WHEREAS,** Hasenstab Architects is experienced and professionally capable to provide architectural services for the preparation of plans and specifications for the fence enclosure at the Portage County Justice Center for such; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby approve the Agreement with **Hasenstab Architects, 190 N. Union Street, Suite 400, Akron, OH 44304**, to provide architectural services as stipulated in the agreement at the lump sum fee not to exceed Ten thousand three hundred fifty and 00/100 dollars (\$10,350.00); 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:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea;

Mike Tinlin, Yea;

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**RESOLUTION NO. 23-0202**

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**RE: ENTER INTO AN AGREEMENT FOR PREVENTION, RETENTION AND CONTINGENCY (PRC) FAMILY SUPPORT SERVICES BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF PORTAGE COUNTY JOB & FAMILY SERVICES AND CATHOLIC CHARITIES**

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

- WHEREAS,** Portage County Job & Family Services is in need of Prevention, Retention and Contingency (PRC) Family Support Services for eligible Portage County residents; and
- WHEREAS,** Catholic Charities is willing and able to provide these services; and
- WHEREAS,** the Agreement will be used to detail the terms of the relationship between Portage County Job & Family Services and Catholic Charities.; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby enter into an Agreement between the Board of Commissioners on behalf of Portage County Job & Family Services and Catholic Charities with its principal place of business located at 206 West Main Street, Ravenna, Ohio 44266, for the period March 1, 2023 through April 30, 2023; and be it further
- RESOLVED,** that the total amount of this Agreement is not to exceed Six thousand six hundred fourteen and 00/100 dollars (\$6,614.00); and be it further
- RESOLVED,** that funding for this agreement will come from Job & Family Services fund 1410; 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. 23-0203 - 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).**

## RESOLUTION NUMBER NOT USED

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

**WHEREAS,** *the Portage County Department of Job & Family Services and the Northeast Ohio Consortium Council of Governments (NOCCOG) are in need of tutoring and study skills training, paid and unpaid work experience, leadership development training, mentoring, counseling & treatment, a financial literacy program and a re-entry program to eligible Portage County residents that will help eligible recipients of Portage County, ages 16 – 24, to overcome barriers to employment and develop skills local employers seek; and*

**WHEREAS,** *requests for Proposals were sent to twenty-six (26) potential service providers; and*

**WHEREAS,** *one (1) proposal was received, opened and tabulated for Leadership and Entrepreneurial skills on August 24, 2022; and*

**WHEREAS,** *Leadership Portage County. is willing and able to provide these services; and*

**WHEREAS,** *on November 16, 2022, the Area 19 WBD and the NOCCOG Board voted to give the authority to enter into this Agreement with CONTRACTOR for the provision of the services pursuant to the terms and conditions set forth within this Agreement; and*

**WHEREAS,** *the Agreement will be used to detail the terms of the relationship between the NOCCOG, Portage County f Job & Family Services and Leadership Portage County; 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 St. Ste A, Kent Ohio 44240, for the period January 1, 2023 through September 30, 2023, with the option to extend three (3) additional terms; and be it further*

**RESOLVED,** *the funding for this agreement will come from Job & Family services funds 1410 and 1413; 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 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, Nay; Mike Tinlin, Nay;*

*I, Clerk of the Board of County Commissioners do hereby certify that the foregoing is a true and correct copy of a resolution of the Portage County Board of Commissioners duly adopted March 16, 2023 and appearing upon the official records of said Board, Volume 99.*

#### **DISCUSSION FROM MEETING MINUTES March 16, 2023**

1. The Board of Commissioners agrees to enter into an agreement with Job & Family Services, the Northeast Ohio Consortium Council of Governments and Leadership Portage County for the Comprehensive Case Management & Employment Program.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

All Opposed: Commissioner Tinlin, Yea;

**Redacted Vote: Commissioner Christian-Bennett**

**Motion dies for lack of approval.**

Commissioner Christian-Bennett noted you know what, I want to pause on this, I think we need to discuss this, because...um, yeah, I may redact my vote because there is some stuff going on here and I'm not sure until we get that resolved that we should approve this and Commissioner Tinlin stated that's my thought. Commissioner Christian-Bennett responded Tony, do you know what we're talking about and Commissioner Badalamenti replied no I don't. Commissioner Christian-Bennett stated that's, uh, Kurt Ruehr will run the Leadership program for the youth and Commissioner Badalamenti replied I understand, thank you, if that's what that is. Commissioner Christian-Bennett replied yeah. Commissioner Badalamenti stated redacted so noted, double, and Commissioner Christian-Bennett stated yeah, so it's no, we're not going to

approve it, thank you and the Acting Clerk stated redacted, ok. Commissioner Christian-Bennett stated thank you I just wanted to... and Ms. Kautzman stated I will let Job and Family know.

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**RESOLUTION NO. 23-0204      -      RE:    ACCEPT AND AWARD THE BID FOR  
BIOSOLIDS TRUCKING TRANSPORTATION  
SERVICES FOR THE DEPARTMENT OF  
WATER RESOURCES.**

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

**WHEREAS,**            fourteen (14) service suppliers were emailed bid specifications for biosolids trucking transportation services; and

**WHEREAS,**            one (1) bid for was received, tabulated and recorded on March 8, 2023; and

**WHEREAS,**            it is the recommendation of the Portage County Director of Internal Services that the Portage County Board of Commissioners accept the following bid as the best and only bid received meeting all required bid specifications:

Ohio Bulk Transfer Company  
3203 Harvard Avenue  
Newburgh Heights, Ohio 44105

Year 1 – Biosolids Trucking Transportation	\$550.00 per load
Year 2 – Biosolids Trucking Transportation	\$600.00 per load

; now therefore be it

**RESOLVED,**            that the Board of County Commissioners does hereby award the bid for biosolids trucking transportation services to Ohio Bulk Transfer Company; 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 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. 23-0205**

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**RE: APPROVING AMENDMENTS TO THE  
PORTAGE COUNTY SUBDIVISION  
REGULATIONS.**

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

- WHEREAS,** section 711.10 of the Ohio Revised Code authorizes the Portage County Regional Planning Commission to adopt general rules, of uniform application, governing plats and subdivisions of land falling within its jurisdiction, to secure and provide for the proper arrangement of streets or other highways in relation to existing or planned streets or highways or to the county or regional plan, for adequate and convenient open spaces for traffic, utilities, access of firefighting apparatus, recreation, light, and air, and for the avoidance of congestion of population; to provide for their modification by the commission in specific cases where unusual topographical and other exceptional conditions require the modification; to require the board of health to review and comment on a plat before the commission acts upon it and also may require proof of compliance with any applicable zoning resolutions, and with sewage treatment rules adopted under section 3718.02 of the Revised Code, as a basis for approval of a plat; and to require actual construction of streets or other improvements or facilities or assurance of that construction as a condition precedent to the approval of a plat of a subdivision; and
- WHEREAS,** the Portage County Regional Planning Commission and the Portage County Board of Commissioners have previously adopted such rules known as the "Portage County Subdivision Regulations"; and
- WHEREAS,** said rules provide for the administration thereof and prescribe the penalties for the violation thereof; and
- WHEREAS,** said rules are for the purpose of promoting public health, safety, comfort, convenience, and general welfare; and
- WHEREAS,** Chapter 711 of the Ohio Revised Code enables the County Board of Commissioners and the Portage County Regional Planning Commission to approve and adopt amendments to the rules adopted under Chapter 711 of the Ohio Revised Code; and
- WHEREAS,** on Thursday, March 16, 2023, the Portage County Board of Commissioners held a public hearing pursuant to Chapter 711 of the Ohio

Revised Code to consider amendments to the Portage County Subdivision Regulations; now, therefore be it

**RESOLVED,** that amendments to the Portage County Subdivision Regulations, marked exhibit “A” and attached hereto and incorporated herein and as adopted by the Planning Commission on February 8, 2023, be and hereby are approved in accordance with Chapter 711 of the Ohio Revised Code; and be it further

**RESOLVED,** that a certified copy of this Resolution and Exhibit "A", be transmitted by the Clerk of this Board to the Portage County Regional Planning Commission who shall certify the same to the Portage County Recorder and which shall be effective when so certified; 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;

*	*	*	*	*
RESOLUTION NO. 23-0206	-	RE:	PORTAGE COUNTY BOARD OF COMMISSIONERS' APPOINTMENT OF EDITH B. PAVLICK TO THE TAX INCENTIVE REVIEW COUNCIL FOR THE CITY OF STREETSBORO	

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

**WHEREAS,** the Tax Incentive Review Council (TIRC) is an inter-jurisdictional body created to review and evaluate the performance of each Enterprise Zone Agreement; and

**WHEREAS,** the council is to annually review each Enterprise Zone Agreement and determine whether or not businesses have complied with the terms and conditions of the agreement; now therefore be it

**WHEREAS,** the City of Streetsboro TIRC will consist of eight (8) members; three appointed by the Board of Commissioners, two (2) appointed by the City, one appointed by the Streetsboro BOE, one appointed by the MJVs BOE

and the County Auditor or designee to serve as Chair; now therefore be it

**RESOLVED,**

that the Portage County Board of Commissioners does hereby appoint the following to the City of Streetsboro TIRC:

Edith B. Pavlick  
1288 Shawnee Trail  
Streetsboro, OH 44241

; and be it further

**RESOLVED,**

that the above-mentioned board member serve an unexpired term commencing immediately; 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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### 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 Curtis Bishop, Clerical 3, Portage County Job & Family Services. The tentative start date is Monday, April 3, 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 three-day internal posting of the bargaining position, for Custodian, 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**

3. Authorize the hire of Amanda Murphy, Personnel & Fiscal Specialist, Portage County Water Resources. The tentative start date is Monday, March 20, 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**

4. Authorize the hire of Trudie Raab, Utility Billing Service Representative, Portage County Department of Budget & Finance. The tentative start date is Monday, March 13, 2023. The Board of Commissioners agrees that this hire is contingent upon the applicant passing the required pre-employment screenings.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

5. Approve anniversary, probationary or step increase for the following non-bargaining employees:

- a. *Brett Lee ~ EMA*
- b. *Lee Benson ~ Water Resource*
- c. *Brian Cormany ~ Water Resources*
- d. *Allison Goudy ~ Water Resources*
- e. *Tia Rutledge ~ Water Resources*
- f. *Cody Ullman ~ Internal Services Maintenance*

**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:

6. Direct the Auditor's Office to pay/process the March 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		
<b>County Funds: (0001 – 8399)</b>		
Bill Payment and ACH list totaling:		
Bill Payment list	\$975,317.77	(Includes late fees of: \$3.15)
ACH/Neil Group of	\$139.69	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$353,356.83	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$0	
Journal Vouchers totaling:	\$62,845.45	
Then and Now list totaling:	\$436,574.28	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

7. Process the March 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**

8. The Board of Commissioners acknowledged receipt of the March 13, 2023 Certificate of the County Auditor that the Total Annual Appropriations from each fund do not 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. In accordance with the ORC Section 325.07, the Board of Commissioners acknowledged receipt of the Portage County Sheriff's Transportation of Prisoners Report for February 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**

10. The Board of Commissioners acknowledged receipt of the Portage County RLF Balance Sheet dated February 28<sup>th</sup>, 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**

11. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for March 06, 2023 through March 12, 2023 as presented by Chief Dog Warden Dave McIntyre.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

12. The Board of Commissioners acknowledged receipt of the Kennel Disposition Report and Intake Report for February 20, 2023 through March 05, 2023 as presented by Chief Dog Warden Dave McIntyre.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

13. The Board of Commissioners acknowledged receipt of the Portage County Investment Reconciliation for the month of February 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**

14. The Board of Commissioners acknowledged receipt of the Portage County Investment Portfolio Report for February 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**

15. In accordance with Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Record of Proceedings and Transactions for February 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**

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**Motion:** by Commissioner Tinlin, seconded by Commissioner Christian-Bennett that the Board adjourns the Meeting of **March 16, 2023 at 11:29 AM.**

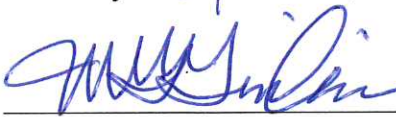
All in Favor: Commissioner Tinlin, Yea; Commissioner Christian-Bennett, Yea;  
Commissioner Badalamenti, Yea;

**Motion Carries**

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of **March 16, 2023.**

  
Anthony J. Badalamenti, President

  
Sabrina Christian-Bennett, Vice President

  
Mike Tinlin, Board Member

  
Sara Hoag, Acting Clerk