



Portage County Board of Commissioners  
Meeting Minutes

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

Kassidy Parbel, Clerk  
330-297-3600

Thursday, August 31<sup>st</sup>, 2023

9:00 AM

Commissioners' Board Room

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

The Portage County Board of Commissioners' meeting came to order in the Commissioners' Boardroom located at 449 South Meridian Street, Ravenna, Ohio, with the following members present:

Attendee Name	Title	Status
Anthony J. Badalamenti	President	Present
Sabrina Christian-Bennett	Vice President	Present
Mike Tinlin	Board Member	Present

Also attending throughout the day was County Administrator Michelle Crombie.

1. The Board of Commissioners approves the August 24<sup>th</sup> 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**

#### DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: Director Jackie Petty

Director Petty wanted to bring attention to Resolution #2 which is the approval of the creation of the official fund for the Portage County Airport. It will be Fund 6400.

#### Journal Entries:

1. The Board of Commissioners signed the Satisfaction of Mortgage for Edward T. White and Elizabeth M. White for \$21,700.00 (Instrument No. 200518642) as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget & Finance with no exceptions noted.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Tinlin

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

**Motion Carries**

2. The Board of Commissioners authorize, on behalf of the Portage County Prosecutor's

Office, the electronic filing of the quarter subgrant report to the Ohio Office of Criminal Justice Services for the Domestic Violence Intervention Project for the VAWA Grant (2022-WF-VA2-8222) for the grant period ending June 30, 2023, as requested by William Kornbau, Family & Community Services.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

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

3. Direct the Auditor's Office to pay/process the August 24, 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	\$883,831.80	(Includes late fees of: \$42.18)
ACH/Neil Group of	\$20.00	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$335,489.40	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$4,673.20	
Journal Vouchers totaling:	\$294,567.55	
Then and Now list totaling:	\$133,795.64	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

4. Process the August 24, 2023 budget amendments as reviewed and recommended by the Department of Budget and Financial Management.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

**Resolutions:**

1. Transfer from Fund 1201, Motor Vehicle and Gas Tax to Fund 4260, Jones Road Bridge Replacement./Resolution No. 23-0509
2. Create Fund 6400, Portage County Airport./Resolution No. 23-0510

**INTERNAL SERVICES**

Present: Interim Director Shannon Kautzman

**Discussion:***1. Project Updates*

Commissioner Tinlin stated that he stopped at the Records Center and wanted to commend Director Kautzman on the improvements that have been made at the property.

- The MARCS Towers bid came in at \$471,840 for the towers. The next step is to bid the construction of both the construction and the towers. Commissioner Christian-Bennett asked how much money the original projection was for the towers. Director Kautzman stated that it was \$500,000 so it is a little under.
- The Juvenile Court has a construction meeting today at 11 AM.
- The Justice Center update consists of flooring going into the Dispatch Center during Labor Day Weekend. The furniture installation is the week of September 11<sup>th</sup>. There is a delay with the bulletproof glass that needs to be installed. The contractor is trying to push the glass contractor along because a date is needed.
- The tentative installation date for the main elevator will be the end of September or beginning of October. They will start on the main elevator first and then move to the jail. Commissioner Christian-Bennett asked if there was an update on the elevators in the Administration Building. Director Kautzman stated that the elevator project would not be until next year, and they have been ordered.

**Resolutions:**

1. The Board of Commissioners agrees to enter into a Septic Assistance Program Agreement with the Portage County Regional Planning Commission and Trapper's Design and Trade Ltd for a septic system replacement./Resolution No. 23-0511
2. The Board of Commissioners agrees to enter into amendment No. 3 with Portage County Job & Family Services and Coleman Professional Services, Inc to provide peer recovery support./Resolution No. 23-0512
3. The Board of Commissioners agrees to enter into a Roadway Use and Maintenance Agreement (RUMA) with American Transmission Systems, Inc., to rebuild the Ravenna-West Ravenna #1 69 kV Transmission Line Project in certain portions of Portage County./Resolution No. 23-0513

4. The Board of Commissioners authorizes the Portage County Engineer to enter into a Cooperative Agreement with the City of Kent for the Stow/Summit Street Bridge and Pedestrian Improvement Project Agreement./Resolution No. 23-0514

There was a discussion brought forward by Commissioner Tinlin. He asked who had originally made the request for the bridge work, and where the money is coming from. He wonders if Kent came forward and asked to have this done, or did the engineers initiate the process.

Commissioner Christian-Bennett suggested that she thought that funding is probably coming from AMATS since it is in Summit County. Director Kautzman stated that she would reach out to receive some background information.

5. The Board of Commissioners agrees to enter into a Golf Cart Use Agreement with St. Moritz Security Services to provide security services./Resolution No. 23-0515

Director Kautzman stated that the decals for the golf cart should be arriving, as well. It will say "Maintenance".

6. The Board of Commissioners authorizes Portage County Water Resources for Federal Section 594 Funds programmed by the US Army Corps of Engineers, Pittsburgh District for Design and Construction Assistance Chinn Regional Sewer Improvements Project in Ravenna Township, Portage County, Ohio./Resolution No. 23-0516
7. The Board of Commissioners agrees to enter into an agreement with Hasenstab Architects, Inc for the preparation of plans, specifications and estimate of cost for project Portage County 23-0210 for the Portage County Water Resources Building Improvements./Resolution No. 23-0517

## MISCELLANEOUS

### Journal Entries:

1. The Board of Commissioners acknowledged receipt of the August 28, 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. The Board of Commissioners acknowledged the receipt of the August 25, 2023 correspondence from the Portage County Board of Elections noting that the galley proofs of all ballots for the November 7, 2023 election will be on display September 6, 2023- September 8, 2023.  
**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 for July 31, 2023, as presented by Neighborhood Development Services.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

## **WATER RESOURCES**

### **Discussion:**

#### *1. Shalersville site.*

Director Blakely wanted to present updates on the Shalersville site. He wants to give some background history on the project and describe the plan. In Spring/Summer of 2020 Geis reached out with talks of purchasing the site in Shalersville which is roughly 400 and some odd acres to build a warehouse. They came to the County to see if they could provide sewer and water at the site. It was determined that the capacity levels could not be reached at the location. But once the Mantua system was inherited by Portage County, they immediately moved forward.

Right now, updates are in the planning stage for the current Mantua infrastructure. We are in the process of updating the infrastructure and creating an interconnection for water between the Mantua system and the Shalersville Site. The design is complete and there currently is just a waiting period for construction to begin. They are connected to the water system but with the understanding that if they need to raise the capacity then they will have to wait for the water connection to be completed. It is the same situation with the County Sewer. There will be a connection to the force main which leads up to the Mantua water system so that they can have the capacity that they need.

Commissioner Badalamenti asked where the Force Main was located. Director Blakely stated that it runs up State Route 44. The connection will still need to be made as Director Blakely believes it has not been yet.

Commissioner Christian-Bennett stated that they had originally spoke about using the water from Mantua and the sewer from the Turnpike, due to the location with the rest stops. Director Blakely said that they committed to building a pump station, but at this point they are not there. Also, it is important to understand that the facility that was built is a warehouse. As far as the capacity for the water and the sewer is concerned, the amount of water and sewer that will be used is negligible compared to an industrial user. In Portage County there is no option for industrial waste treatment. If there is an industrial user, then it is required that they do through a pre-treatment process before it runs into the county's sewer.

Commissioner Christian-Bennett mentioned that before they had spoke about having water towers there. Is that still a possibility? There is a design phase for creating a water tower within the Mantua system to give them the fire flows that are needed to protect that area properly.

Director Blakely then mentions that in the meantime of this project's development a JEDD occurred between Shalersville and Streetsboro. Mr. Patrick O'Malia who is the Economic Development Director from Streetsboro got in contact with Director Blakely earlier this year and had an idea that the facility would become a larger, more complex project then the original scope. The Water Resources Department expressed hesitation due to the limited water and sewer capacity, that would be requested for the alterations of the original facility. That is not to say that their requests could not be fulfilled in the future, but at this point it is an impossibility.

Commissioner Christian-Bennett clarified that the original scope of work had been warehousing and now that has changed, creating a usage problem. She remembers in previous meetings, the Planning Division Manager, Ms. Tia Rutledge emphasizing the potential issues if the scope were to change. Commissioner Christian-Bennett knows of a potential interested party who has inquired about purchasing 40 acres in the development. This party is not in warehousing.

Director Blakely states his department does not want to stifle economic growth within the county but the new developments cause hesitation. He just wants it to be apparent where his department is and where they would need to be if the plans for growth continue in that area. Water Resources reached out to Mr. O'Malia asking if he would participate in a presentation with Ms. Rutledge to the Board so he could openly speak about what goals he expects to come to fruition in the future, and to see what kind of commitment would be needed from the county. Mr. O'Malia has not replied to that request.

Director Blakely briefly mentions a training session that Commissioner Badalamenti asks about. Director Blakely states that he is not sure of the scope of the session, but he thinks it has to do with the site's select location being next to the turnpike with a lot of benefits. Commissioner Christian-Bennett stated that a lot of state funding was received for this site. She states that is why the scope of the project is probably changing.

Director Blakely reiterated again that he is all for economic development; he just wants to be sure that they are not making a commitment that they are incapable of fulfilling. He feels that the updates to the sewer could happen in the long-term. However, water fulfillment depends on the usage amounts. They are limited as to how much can be drawn from the wells in Mantua.

Commissioner Christian-Bennett asks what a possible alternative could be for increasing capacity. Director Blakely states that as of now the biggest issue is lack of communication between the Economic Developer and the Water Resources Department. Questions are not being answered, yet they are trying to push forward. He says that it is beyond him to make a commitment that could potentially be millions of dollars, it is up to the Commissioners.

Commissioner Badalamenti states that since there is potential to make a lot of money and bring a lot of money in; is there available funds to address a possible solution to increasing the capacity? Director Blakely states that he is not sure. A brief discussion was had about miscommunication through recent emails and how the Commissioners were made aware of the situation. Meetings were set without consultation.

Commissioner Tinlin stated that he has watched the situation evolve and finds it hard to believe that a million square foot building was built with water and sewer capacity being unknown. He states that the area is still being developed. Commissioner Tinlin looked into the All-Ohio Future Fund which is available. He placed a call out the day before and discovered that there is a lot of money to be had there. He prefers to have a million square foot facility that doesn't house 1 or 2 employees but rather a manufacturing and assembly facility that houses 40 to 100 employees. He thinks that there is more than enough time to figure out a solution to the given issues. He states that he doesn't believe that it is anyone's fault, but meetings need to be scheduled so agreements can be made.

Director Blakely said that they were prepared for the scope they were originally given but the scope has now dramatically changed. Commissioner Tinlin would like to sit down and pull resources. Right now, it is just the discussion phase but how long is it going to take to implement.

Commissioner Badalamenti clarified that there is not the availability to provide the amount of water needed for the facilities that are now being talked about being built.

Director Blakely states he is completely in favor of meetings and trying to facilitate a plan.

Commissioner Tinlin verified the individuals who would be involved: Patrick O'Malia, Water Resources, Geis, Shalersville.

Commissioner Christian-Bennett would like to mention the fact that they are relying on water from a system with aging infrastructure. The County is already sinking large amounts of money to maintain the current customer base.

Commissioner Badalamenti asked about Cleveland water which is right on the other side of Mantua. Director Blakely states that is a possibility. He states that he is more concerned about the wastewater side.

Commissioner Badalamenti verified that the developers had committed to building a pump station that would push the waste to one of the force mains that would take it to Mantua.

Director Blakely clarified that they are not set up for any industrial use making the biggest concern; what kinds of waste are they looking at and what needs to happen to accept the million gallons per day that is being expected. At this point a quarter of a million gallons can be accepted.

Director Blakely would still like a presentation to be given to the Board to help clarify that they are on the same page.

Commissioner Christian-Bennett states that Mr. O'Malia is a man of action, and they all need to be sure they are on the same page.

The Commissioners thanked Director Blakely.

## **JOB AND FAMILY SERVICES**

Present: Director Kellijo Jeffries

### **Discussion:**

#### *1. June/July 2023 JFS Data Report*

- Director Jeffries did not find anything significant in the Public Assistance section of the update.
- There has been a reduction in calls coming into the center during the months of June and July, but they have since picked up a bit. There are still a lot of questions regarding the applications with Medicaid. There are people who ask about resources due to the loss of Medicaid.
- Ohio Means Jobs updates consist of Connections which recently has had a name change from Impact. It is a program collaboration between Child Support and Ohio Means Jobs. Child Support will send referrals to Ohio Means Jobs for those who are unemployed/underemployed and who are obligated to pay child support. The courts also send referrals via work orders. There are a lot of non-compliant individuals who haven't been showing up for group sessions or one on one sessions. Job and Family services are trying to think creatively like they did with the reentry fair a couple months back. Making the service more like a fair, instead of a sit-down, one on one interview. Director Jeffries wants to have incentives built into the program for the parents so there is a higher level of success.
- Benefit Bridge was the program which was mentioned by State Director Damschroder the previous week. It is a pilot project for the state. There are 25 cases working with the Benefit Bridge case managers, and there is a capacity of 50. This speaks to the description of the program, which was previously mentioned, and the safeguards that are being offered so individuals do not fall through the cracks as they come off assistance into self-sufficiency. There are incentives for employment.

Commissioner Badalamenti confirmed that the Benefit Bridge Program and the Connections program are different and are provided for different reasons. Director Jeffries went into further detail explaining the programs.

Under Child Protective Services, Director Jeffries wanted to note 2 things: There are 17 children eligible for adoption, and 190 in care. She is hoping for a reduction in these numbers. Commissioner Christian-Bennett noticed that the child-support disbursements were down significantly. Director Jeffries stated that at the end of May, the youth that are emancipated or graduated high school, the child support orders are suspended.

Commissioner Badalamenti asked whether orders run through the youth's 18<sup>th</sup> birthday or high-school graduation. It was stated that support was required until the 19<sup>th</sup> birthday or graduation.



## *2. Community Transportation Forum – Attached Flyer*

Director Jeffries provided a flyer for the Transportation forum. This event is the brainchild of many community groups. Representative Pavlica has agreed to facilitate the discussion. Director Jeffries has sent invites to the event at which everyone is very excited to see how transportation can be facilitated.

## *3. Supplemental Provider for JFS Transportation Needs – Resolution for Discussion Purposes Only*

Director Jeffries wanted to discuss the resolutions. They are not to be passed at this time. A request for proposal was put out for the supplemental transportation providers. Typically, there has been one, Scenic View. Three bids were provided and at this time JFS would like to share the fund with two other providers, Hope Town or Hope on Wheels, which is also located in Portage. The request for proposals was for \$60,000, and Director Jeffries would like the funds to be available to both parties. The net program, which is the non-emergent transportation program is a federal pass-thru which doesn't impact the budget. The net program provides the ability to get to non-emergency medical appointments. If a greater need is determined in the future, then an increase could be asked for, but that doesn't mean that the amount would come from the operating dollars. Director Jeffries wanted the resources to be spread to two providers.

Commissioner Badalamenti verified that the \$60,000 was for both providers. Director Jeffries stated that if an increase is needed then, the amendment would have to be brought forward by Director Kautzman at Internal Services.

Commissioner Christian-Bennett states that a topic at the upcoming Transportation Forum is adding more providers.

Commissioner Tinlin confirmed that he has heard and seen good things about the provider, Hope Town out of Windham. He confirms that the second provider, Scenic View, is out of Canton, and wonders if there are any other local providers within the County? Director Jeffries states that there is not, and that Hope Town is the first grass roots company to come forward. There is currently a contract with Emerald, who fulfills the full contract. There is also a contract with PARTA. Director Jeffries reiterates that they do utilize the providers that are here. Scenic View is really the only fleet to be able to accommodate the individuals with the medical lift chairs, outside of PARTA. There have been recent denials of trips from the full-time providers because the capacity is needed. Scenic View is not only in Stark County; they are cross-sectional. The Area Agency on Aging uses their services as well as Direct Care. When the routes are assigned, the protocol followed is the cheapest as well as the ability to accommodate. Hope Town's rates are such that they are more economical for the given routes then they will be the provider. The department tries to be economical, but they also must have the right vehicles.

Commissioner Badalamenti asked if now they only have cars. Director Jeffries thinks that they have vans but has not confirmed. She does think that they are piloting a program with the state and have potential to grow.

Commissioner Tinlin said that he just always likes to keep funds within the County. Commissioner Christian-Bennett reiterates what Director Jeffries previously said that the demand is more than our supply, and that is why they must continually recruit more providers. Commissioner Christian-Bennett mentions the difficulties using other services such as Uber and Lyft.

#### *4. Home Health MOU Discussion – Draft MOU Attached*

It was identified by the new Senior Support Team that home health aids are lacking in Portage County. The department has been working with an agency called Direct Care to find out-of-county resources who are willing to work with them. Adult Protective Services is 60 and over. Medicare is typically 65 and older. There are a population of seniors that do not have insurance in that time frame, but they are trying to find providers.

Director Jeffries is presenting a Memorandum of Understanding that states that they are trying to solidify a couple of relationships under \$50,000. \$20,000 is set to be earmarked through Adult Protective Services to have these available resources. This agreement would eventually come through Internal Services. There would be no full contract provided, just the start of a relationship with some supportive surfaces.

#### *5. Tulip Town – Attached Flyer*

This will be the second annual Tulip Town, a poverty simulation. It represents a month. Every 15 minutes will represent 1 week in the life of someone who is in poverty. The simulation will take place at First Congressional Church on October 11<sup>th</sup>.

#### *6. CASA Conference - Mary Ellen Social Worker of the Year – Miss Brittany Edwards*

Director Jeffries acknowledged Miss Brittany Edwards due to her being chosen for the Mary Ellen Social Worker of the Year Award. She was not only nominated, but she was chosen for the award. Director Jeffries stated that Miss Edwards is an eager and dedicated collaborator with the CASA program. She is a clear communicator. She gives consistent praise and gratitude. She is a child focused team player who is compassionate, even with a heavy caseload. She is eager to partner with others to make sure that each child's needs are met. Miss Edwards received a picture with the Commissioners and has been invited to the CASA Conference where she will be acknowledged on the 21<sup>st</sup>.

### **HUMAN RESOURCES**

Present: Director Tami Soltis

#### **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. Agree to authorize the creation of the Director of Airport Operations position and approve the respective job description.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Tinlin

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

2. Authorize to hire Robert Hartigan, Airport Manager, for Board of Commissioners to be effective as of Tuesday, September 5, 2023.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

3. Authorize the three-day internal posting of the full time Clerical Specialist 3 for Portage County Job & Family Services with external posting if no internal appointment is made.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

4. Authorize a pay increase for Lisa Harris, PCSA Paralegal, PCSA Division for Job & Family Services due to job description was re-factored under new CMS schedule to be effective as of Monday, September 4, 2023.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

5. Authorize a pay increase for Dustin Dickerson, JFS Training Specialist, Job & family Services due to job description was re-factored under new CMS schedule to be effective as of Monday, September 4, 2023.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

6. Authorize a pay increase for Doree Vodila, JFS Training Specialist, Job & family Services due to job description was re-factored under new CMS schedule to be effective as of Monday, September 4, 2023.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

7. Authorize the seven-day internal posting of the full time Water Treatment Operator I,II,III for Portage County Water Resource Department with external posting if no internal appointment is made.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Tinlin

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

**Motion Carries**

### **EXECUTIVE SESSION:**

9:52 AM In accordance with the Ohio Rev. Code 121.22(G)(4), it was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the Board of Commissioners move into executive session preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment. Also Present: Director Tami Soltis & Director Daniel Blakely. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

10:02 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea; Anthony J. Badalamenti, Yea;

After exiting executive session, the Board took no action.

### **NEIGHBORHOOD DEVELOPMENT SERVICES**

Present: Jen Davis, Mike Bogo, and Mayor Frank Seman

#### **Discussion:**

##### *1. Rootstown-Ravenna JEDD*

Rootstown Trustee, Mr. Brett A. Housley thanked the Board for the opportunity to come forward and speak on behalf of Rootstown Township and the Joint Economic Development District. He also thanked Mayor, Frank Seman and the City of Ravenna for being a strong partner and neighbor. This JEDD means a lot to Rootstown. It will help with the development of the downtown and it will help to economically provide the services that the township and NEOMED both deserve and want. The county's properties are instrumental for us to continue to provide those services. Mr. Housley would appreciate the Counties corporation. There will be benefits as the downtown area is developed. He asked that the properties are put into the township. This is a long-term partnership that could be with the county as well.

Mayor Frank Seman mentioned that the citizens in the area like the rural atmosphere that they have, and they are protective of it. This plan keeps the development in the designated area. Mayor Seman was surprised and very happy when he was first approached about the JEDD. He sees it as a great opportunity for growth. The money is not going to be put in the wrong places. The city of Ravenna will receive 10%, the township will receive 40% and the other 50% is going back into the JEDD to help with the development of the area. 90% will therein be directly benefiting Rootstown. Mayor Seman doesn't see this as a problem since if Rootstown

is successful then people from Ravenna will find jobs there. This will be a long-range partnership, and the meetings leading up to the agreement have been good.

Commissioner Badalamenti asked if Mr. Housley or Mayor Seman would be willing to give a brief description of the breakdown of the funds. Where does the money come from?

Mr. Housley stated that first the JEDD Board needs to be established. This Board will be the one that determines the rates and where all the money goes. The 50% to the JEDD, 40% to Rootstown, and 10% to Ravenna that was already mentioned will come from the income tax of the income generating properties, or the businesses that decided to be a part of the JEDD. These are the businesses that signed up because they see the potential benefit. NEOMED is a big player in this. They are a state facility, who are currently not paying any taxes. There are other businesses that see value and benefit in this collaboration.

Commissioner Badalamenti asked if the businesses can say whether they are on board with this, and what the benefits of the JEDD are for businesses.

Mr. Housley answered that they have not forced anything, and the goal is for the businesses to see the benefits in the JEDD which are the development of a downtown and to bring in better services. An additional benefit is the retainment of existing employees by providing them a fair wage.

Commissioner Tinlin asked where downtown is. Mr. Housley states that the location is from ST RT 76 to the fire station on the corner of ST RT 44 and Tallmadge Rd.

Commissioner Christian-Bennett stated that the JEDD proposal goes from the northern corporation limits including Lynn Rd, and up to Tallmadge Rd. She also asks how many businesses have voluntarily agreed to be a part of the JEDD. Mr. Mike Bogo stated that the location Commissioner Christian-Bennett mentioned was correct but they are mostly considering the 44 Corridor up to the Ravenna Township line.

Mr. Housley states that there have been several businesses that are interested in being a part of the JEDD. The businesses that are located inside of NEOMED as well as 5-6 outside. There are 17 total currently.

Commissioner Tinlin mentioned the rapid development in Brimfield that was completed with Tallmadge. He thinks that it is a good thing for Ravenna City and the Townships. Mr. Housley states that they are trying to get in front of that and to be able to control the growth. When it comes in, they want to be able to have the services needed.

Commissioner Christian-Bennett mentioned that Ravenna is being generous and reasonable with the amount being taken. She also asks if they have a breakdown on a maintenance fund.

Mayor Seman reiterated that they want the JEDD to work and the city will benefit from it. The Commissioners agree.

Mr. Housley states that there is a small percentage for maintenance, and it is estimated to be 1%. Commissioner Tinlin confirmed that is the amount he read.

The Ravenna Township JEDD was mentioned, and that agreement is being re-worked and coming along. Commissioner Christian-Bennett confirms that the request to the Board is not only for them to approve the JEDD, but to allow the County's Water Resources Building to be a part of the JEDD. Correct. Mr. Housley states that there will be a benefit there, and the process may take a while.

#### **Journal Entries:**

1. The Board of Commissioners authorizes Anthony J. Badalamenti, President of the Board, to sign the Rootstown Ravenna JEDD Business Owner Petition, as presented by Neighborhood Development Services Inc. and the City of Ravenna. Documents reviewed by the Department of Budget and Financial Management Director Jackie Petty, with no exceptions noted.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Tinlin

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

**Motion Carries**

2. The Board of Commissioners authorizes Anthony J. Badalamenti, President of the Board, to sign the Rootstown Ravenna JEDD Property Owner Petition, as presented by Neighborhood Development Services Inc. and the City of Ravenna. Documents reviewed by the Department of Budget and Financial Management Director Jackie Petty, with no exceptions noted.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Tinlin

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

**Motion Carries**

**RECESS 10:03 AM**

**RECONVENE 10:47 AM**

#### **PROSECUTORS OFFICE**

##### **Discussion:**

1. *FBO proceedings update.*

The Commissioners asked Prosecutor Meduri to come and discuss some misconceptions regarding the Fixed-Base Operator or FBO for the Portage County Airport.

Mr. Meduri said that he was here to answer questions.

Commissioner Badalamenti wanted some clarification on some email correspondence. He also feels that it is best that the conversation happens in open session, so the public is aware.

Starting with some background information, he states that the Airport Authority was given away in 1992 by the BOC with no power and no money. The FBO was then put in place.

Commissioner Badalamenti was unsure on the exact date but states that it has been under Mr. Bonner for about 20 years. The Board appointed individuals with different backgrounds to the Airport Board and hence that Authority has paid property taxes on the property even though the FBO receives the benefits of the fuel and other things that are sold there. He believes 3 or 4 people owned it prior to Mr. Bonner. The last contract that was viewed with the FBO appears to be less than binding due to the state of it. Commissioner Badalamenti feels that the problem keeps getting handed down. He knows that Mr. Meduri has represented the Airport Authority on a couple of things, and he is confused by why the contract with the FBO is for 50 years. The Board of Commissioners and Authority Board has given the FAA collateral in the form of property.

Commissioner Badalamenti mentions past events where the airport or the FBO wasn't held responsible for an explosion. He says that the Board finds itself in the same position, 30 years later as the Board of 1992. A part of Mr. Meduri's email is referenced as the airport being something that should have never been given away; the benefits should be taken advantage of. The number of people who are interested in the airport is greater than ever. Commissioner Badalamenti feels strongly that the Board needs to take over the airport. He is bothered by the fact that it was recommended by Mr. Meduri to leave the FBO in place for another 20 odd years. It is time to make decisions instead of avoiding them as it does not benefit the County. Commissioner Badalamenti feels that it is his job to leave this county better off than when he started his term. He asks Mr. Meduri, since he represents as legal counsel, will he try to fulfill the wishes of the Board? Commissioner Badalamenti has stated in the past that he wants the acquisition completed by mid-September.

Mr. Meduri states that the Board of Commissioners created the Airport Authority in 1965. The Prosecutor's Office does not represent the Airport Authority according to the Attorney General's Office. He is not sure on what contract Commissioner Badalamenti is mentioning between the Board and the FBO. He states that as the Board knows they can only do what the Ohio Revised Code allows them to do. Mr. Meduri does not know who drafted the FBO agreements, but if you look at the black letter law, there stands a 50-year agreement with the Fixed-Base Operator. That contract does spell out what the responsibilities of the FBO are. Now whether the Airport Board or the Board of Commissioners is going to enforce its rights under that contract is the BOC's call. He asks if the Board thinks that the FBO agreement is not sufficient for what is needed.

Commissioner Badalamenti states that he believes the FBO agreement needs to be gone, and the holder of the FBO said that he would be willing to sell it. A dollar amount has been agreed to. He states that he thought Mr. Meduri was aware of that and now the contract would need to be drafted to bring everything in.

Prosecutor Meduri would like everyone to keep in mind that all agreements need to be made by the Board in an open meeting.

Commissioner Badalamenti states that has not happened yet, but each Commissioner has spoken and spent time with Mark Atwood and the Airport Board separately. The Commissioners know what needs to be done, but they have not had an open discussion about this topic.

Prosecutor Meduri asks what the net profits of the fuel farm will be annually. Mr. Mark Atwood, the president of the Airport Board is sitting in session and is addressed this question. Mr. Atwood is only aware of what they receive.

Commissioner Badalamenti states that there was an estimate given of \$87,000, and he thought Mr. Meduri had been privy to the information.

Commissioner Christian-Bennett states that the consultant had given them that information and indicated in order to stay competitive in fuel, we would have to reduce the current price.

Commissioner Badalamenti recalls it being around \$87 or \$89,000. Commissioner Tinlin asks since he is new to the situation; what it has to do with anything.

Mr. Meduri states that ultimately the Board makes the call. His concern is if someone brings forth a taxpayer lawsuit then his office would be the ones to defend, and he wants to make sure they are put in the best position. Mr. Meduri confirms that he did write the email that was sent previously, and he would like to know what the long-term plans for the airport are and what will the new FBO be doing. Commissioner Badalamenti states that there will not be a new FBO.

Mr. Meduri asks how much the new Director or Airport Manager will be making; around \$120,000 plus benefits with how many other employees will there be. His goal is to crunch some numbers. Commissioner Badalamenti stated that there will be one other employee.

Mr. Meduri mentions the 25-year span that the current FBO still has compared to the amount of money being spent on the new hires' salaries. He states that it is the Board's call. Does the County want to run the airport for the opportunity to receive grants.

Commissioner Badalamenti states that the grants have been there and that the land has been used as collateral for the FAA grants. He clarifies with Mr. Atwood. Mr. Atwood states that when the 1.3 million is mentioned it's not just for the purchase of the FBO but for the land, hangers, and other substantial revenue. The T Hangers produce roughly \$60,000 a year. The Portage Flight Center and the University Hospitals lease provide revenue as well.

Commissioner Badalamenti clarifies that University Hospitals revenue is upward of \$4,600 a month. He thought that Mr. Meduri was aware of these things since the management group put the profit and loss printout that was received by the FBO on paper. He states that they more than break-even by doing this; and using the FBO would constitute not having the County's best interests in mind. The FBO is a business. The first letter that states the Board's desire to take over the airport is from 2002. People just didn't make decisions, or they were out of office. He believes that the airport has potential. Since the Board decided to take it over interest has



skyrocketed and by taking it over the bills will be paid and there will probably be money left over. Money has been set aside to do this very thing.

Mr. Meduri would like to state what the Prosecutor's role is in this situation. What the Board does makes them accountable to the people. From a legal end: there was an Airport Authority that in 2021 asked to dissolve. The Ohio Revised Code is silent on dissolving an Airport Authority, so the Prosecutors are trying to determine the best way for the Board to replace the Airport Authority.

Commissioner Badalamenti thought that was completed already. Mr. Meduri states that they have not. He must go to court in September for court approval. He has stated this in an email and has stated it since June. The Prosecutor's Office is going to replace the Airport Authority with the Board; but what The Board does with the FBO is their business. Prosecutor Meduri states that his office will help with what they can, and he is unsure where the misunderstanding occurred. He thought that his email spelled everything out clearly.

Commissioner Badalamenti states that the email gives the impression that Mr. Meduri was unaware of the plan. He was happy to hear that this discussion would happen in open session. He feels that the situation with the airport has been mismanaged and the current Board is trying to correct it. The opportunity given to the County by the airport is astronomical.

Mr. Meduri agrees that the airport has a lot of potential, and there was a volunteer board that worked very hard. He acknowledges the members of the board for their hard work. Commissioner Badalamenti states: Yes, the Airport Board is the only reason the airport exists and looks as good as it does now. He asks if by mid-September would Mr. Meduri be versed in buying back the lease? Mr. Meduri stated that part of the transaction would be handled by a different attorney.

Administrator Crombie states that there was an updated email earlier in the day, during session where she states that she will reach out to Mr. Bonner, the FBO and all the stakeholders and request that they work together on the sale and the steps that it entails.

Commissioner Tinlin asked Mr. Meduri that once that part is completed will the process move along at a faster pace. Prosecutor Meduri says that he is unable to give dates for the completed process, but the submission to the Court in September, which is a separate matter, should be a rather quick process.

Commissioner Badalamenti asked if the other legalities involved with the process are out of Prosecutor Meduri's control or if it is something that he is willing to do.

Prosecutor Meduri states that currently there is an FBO who wants to walk away from his obligations. If the Board wants him to do so, it is their call. Mr. Meduri recommends that the FBO create a proposal and give it to The Board. Once The Board debates that in open session and if they approve what he is proposing; then send it to the Prosecutor's Office for review, just like any other case.

Commissioner Christian-Bennett wanted to comment that the financial analysis that was given to them by Aviation Management Consulting Group shows that the first year there would be a cost of \$82,627, and then the following years the estimate shows cost going down significantly to \$27,000 over the next several years. Through the acquisition, the hangers will be taken over and there is a possibility to build more. There is currently a huge demand because a lot of the other smaller airports have closed. There are other ways to generate revenue as well. The plan is to use the airport as an economic driver. The potential to use the facility as a transportation hub is beneficial as this airport is centrally located and alleviates the use of the surrounding airports like Youngstown and Akron/Canton.

Prosecutor Meduri wanted to state that he is pro-airport, and it is a great development tool.

Commissioner Christian-Bennett had one more comment to finish up the discussion: She states that, taxpayers should know that the County is on the hook for over 10 million dollars of that airport due to decisions that were made well before the current Board. The FAA will never let the airport close. The Boards' idea is to use it as an asset, and something that can drive our local economy. Mr. Meduri agrees, and the Prosecutor's Office agrees. He is trying to play his role in the process which he takes very seriously. He states that his office works very hard, and he is just asking for some communication.

Commissioner Badalamenti appreciates the Prosecutor's work and states that he may have reacted negatively to the received email. Administrator Crombie feels that the emails could have been worded differently. Mr. Meduri states that his emails are factual emails that are based on law and fact, which is always what they will receive from his office.

The Commissioners agreed that there was a misconception, and thanked Prosecutor Meduri for coming in.

## **PUBLIC COMMENT**

Mr. Brian Ames came to talk about his concerns with issues regarding the Board of Elections Office and its abilities to perform its duties. There are two employees who routinely miss. They miss critical meetings, where if they both happen to miss the same day, an election would be put in jeopardy. The meetings are called the Adjourn Meetings and they take place the Friday before an election. This is when they test the equipment and run everything, which is called the Logic and Accuracy Test. The members need to be present. Fortunately, it is all happening in the same room. In Geauga it takes place in separate rooms which means two individuals need to be there to sign off that they witnessed the tests.

Mr. Ames states that one member missed the April 28<sup>th</sup> meeting, and one member missed the August 4<sup>th</sup> meeting.

The Commissioners clarified that these are not employees, but Board members to the Board of Elections.

Mr. Ames states that the employees do not have to be there and can substitute for another person. There are responsibilities that are required of the Board Members that they are not

motivated to perform. Mr. Ames's inquiry is due to the number of meetings they miss. He gives them a 50% attendance rate. Therefore, there is a 25% probability of both individuals being absent, possibly in November. Then the election would not be able to happen on schedule. The possibility could arise that they could have an emergency meeting on a Saturday, but that is not guaranteed that the parties would be present. That situation would require overtime pay. The Board now provides health care benefits at its discretion, and he wonders if that is the best decision. He recommends that the Board hold a public hearing where they investigate whether it makes sense to provide health care benefits.

Commissioner Christian-Bennett states that she understands the concern but states that they are very limited. The members of that board are voted on by the political parties.

Mr. Ames states that they are appointed by the Secretary of State based on a recommendation by the political parties. Commissioner Christian-Bennett says that the only thing that they could consider altering is the health benefits that, are awarded to the members who Mr. Ames is stating are not showing up for work.

Mr. Ames states that the Secretary of State can decide if the members' positions can be terminated at his discretion. Mr. Ames says that a letter can be drafted and sent to the state that describes the concerns, and the Secretary of State has authority to remove them for any reason.

The Commissioners thank Mr. Ames for the comment.

The second Public Comment comes from Ms. Debbie Mann.

Ms. Mann thanks the Commissioners for having her. She wanted to express her excitement about the airport being run like a business. It is very concerning the situation that is currently occurring with the facility. Her family has a business, which they have had for 77 years, and she lives within the County. She has suppliers and customers that have planes that fly to Akron or Burke Lakefront Airports. She feels that it would be great to be able to give to the community and the county and receive business from it. It would be helpful if the suppliers could travel to Portage County Airport. She is excited and mentions the industrial business in the area. She thinks it is a good idea and wants the Commissioners to know on the record that she is glad.

The Commissioners thanked Ms. Mann for coming in.

## **COUNTY ADMINISTRATOR**

### **Resolution:**

1. In accordance with Section 305.30 of the Ohio Revised and this Board's Resolution 21-0396, including and limitation Part 1(A) and Part II(B) of Resolution 21-0396, the Board of Commissioners acknowledges and approves the County Administrator's approved revision of the Board of Commissioner's Table of Organization effective September 5, 2023./Resolution No. 23-0518

**Discussion:****1. Sheriff's Grant**

County Administrator, Michelle Crombie would like to add an item: There is a resolution on behalf of the Sheriff's Department for a \$27,000 grant. There has not been the opportunity to thoroughly vet the request. However, it is just an application, and nothing is being accepted at this point in time. She feels that it would be unfortunate if the application deadline is missed.

Commissioner Badalamenti asks why it would be missed. Administrator Crombie states that it is due that day. Commissioner Badalamenti asks when it was received. Administrator Crombie states that there is confusion as to when everything was received. The final application for this request was received the day before. The subject line was a little confusing, yet again, she wants to reiterate that it would be unfortunate for the Sheriff's Department and the whole County if the grant was not at least applied for.

Commissioner Tinlin states that the grant is to recondition and replace some of the older tasers. The department does not seem to get things to the office in time to research it, and look it over and vote on it, but regardless the application is due this afternoon and he feels that they should move forward with it.

Commissioner Christian-Bennett is aware that in the past the timeliness of requests has been a problem, but she agrees and feels that they need to look at what is best for the county, and the citizens and that would be for the department to have good equipment. Going forward an opportunity may be missed if they are not following proper procedures and the information not being available to be reviewed. This seems cut and dry.

Commissioner Tinlin makes a motion to move forward to allow the Sheriff to enter into an application phase with the State of Ohio for their current tasers. Commissioner Christian-Bennett seconds the motion and states that there is no local match.

Roll Call is as follows:

**Motion:** Commissioner Tinlin

**Seconded:** Commissioner Christian-Bennett

All in Favor: Commissioner Tinlin, Yea; Commissioner Christian-Bennett, Yea;  
Commissioner Badalamenti, No

**Motion Carries**

Administrator Crombie asked if the Board would like her to reiterate that she will be reaching out to the Airport to move forward. Commissioner Tinlin would like to move forward and whatever Administrator Crombie can do to make that happen would be great.

After seconding Commissioner Tinlin's motion to adjourn the meeting, Commissioner Christian-Bennett would like to commend the Human Resources Department and Director Blakely at Water Resources and his team for being able to negotiate and renew their contracts.

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**RESOLUTION NO. 23-0509**

**RE: TRANSFER FROM FUND 1201, MOTOR  
VEHICLE AND GAS TAX TO FUND 4260,  
JONES ROAD BRIDGE REPLACEMENT**

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

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

**RESOLVED,** that the following transfer of funds be made in the amount of \$92,713.00

**FROM:**

FUND 1201, MOTOR VEHICLE AND GAS TAX FUND

ORGCODE- 12018209

Debit Expense Account

Object: 910000 – Transfers Out \$92,713.00

**TO:**

FUND 4260, JONES ROAD BRIDGE REPLACEMENT

ORGCODE- 42608202

Credit Revenue Account

Object: 280000 - Transfer In

Project: 32910 \$92,713.00

; and be it further

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

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

Roll call vote as follows:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea;

Mike Tinlin, Yea;

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**RESOLUTION NO. 23-0510**

**RE: CREATE FUND 6400, PORTAGE COUNTY  
AIRPORT**

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

- WHEREAS,** the Portage County Board of Commissioners intends to transfer ownership of the Portage County Airport from the Portage County Regional Airport Authority to the Board of Commissioners; and
- WHEREAS,** the Portage County Airport will be a self-sustaining entity; and
- WHEREAS,** it is necessary to establish a new enterprise fund for monies received and expended for the Portage County Airport; now therefore be it
- RESOLVED,** that **Fund 6400 "Portage County Airport"** be created for the purposes of accounting for revenues and expenses for the Portage County Airport; 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;

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**RESOLUTION NO. 23-0511**

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**RE:**

**ENTER INTO A SEPTIC ASSISTANCE  
PROGRAM AGREEMENT BETWEEN THE  
PORTAGE COUNTY BOARD OF  
COMMISSIONERS, THE PORTAGE COUNTY  
REGIONAL PLANNING COMMISSION AND  
TRAPPER'S DESIGN AND TRADE LTD FOR  
A SEPTIC SYSTEM REPLACEMENT.**

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

- WHEREAS,** an agreement was entered into between the Portage County Board of Commissioners and the Portage County Regional Planning Commission for the purpose of administration and coordination as it relates to the

execution of the responsibilities of the Storm Water Septic Assistance Program, and

**WHEREAS,** the Portage County Regional Planning Commission and the Portage County Health Department have determined that the septic system owned by Kevin and Rhonda Killian, 2297 State Route 183, Atwater, Ohio, 44201 qualifies for replacement under this program, and

**WHEREAS,** Trapper's Design and Trade LTD, a licensed and certified contractor in the State of Ohio to install and remove home septic tank systems and related activities, has submitted an estimate to replace said septic system at a cost of \$26,773.12, now therefore be it

**RESOLVED,** that the Board of Commissioners agrees to enter into an agreement with the Regional Planning Commission and Trapper's Design and Trade Ltd. in the amount of \$26,773.12 to perform the agreed upon services; and be it further

**RESOLVED,** that payment for said services will be paid out of Fund 6800 Storm Water; and be it further

**RESOLVED,** that a certified copy of this resolution shall be forwarded to the Portage County Engineer, the Portage County Regional Planning Commission, and the Portage County Health Department; and be it further

**RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in 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. 23-0512**

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**RE: ENTER INTO AMENDMENT NO. 3  
BETWEEN THE BOARD OF  
COMMISSIONERS ON BEHALF OF  
PORTAGE COUNTY JOB & FAMILY  
SERVICES AND COLEMAN  
PROFESSIONAL SERVICES, INC. TO  
PROVIDE PEER RECOVERY SUPPORT**

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 Certified Peer recovery supporters to support Portage County parents who have recently lost custody of their children and are in need of additional support in recovery from addiction, therefore helping them to complete case plan services during the reunification process; and
- WHEREAS,** requests for Proposals were sent to nine (9) potential service providers; and
- WHEREAS,** one (1) proposal was received, opened and tabulated for Certified Peer Recovery Supporter Services on May 26, 2021; and
- WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract NO. 20210452 (the "Original Contract") on August 12, 2021 by Resolution No. 21-0575 to provide these services; and
- WHEREAS,** amendment No. 1 was entered into by Resolution No. 22-0285 to increase the unit rate of Ohio Start services; and
- WHEREAS,** amendment No. 2 was entered into by Resolution No. 22-0403 to extend the agreement one (1) additional year; and
- WHEREAS,** the parties desire to amend the Original Contract; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby enter into Amendment No. 3 between the Board of Commissioners on behalf of Portage County Job & Family Services and Coleman Professional Services, Inc. with its principal place of business located at 5982 Rhodes Road, Kent, Ohio 44240 to extend the agreement for one (1) additional year from July 1, 2023 through June 30, 2024; and be it further
- RESOLVED,** that funding for this agreement will come from Job & Family Services fund 1415; and be it further
- RESOLVED,** that the total amount of this Agreement is not to exceed Eighty-Seven thousand nine hundred ninety-four and 23/100 dollars (\$87,994.23); 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



Roll call vote as follows:

Mike Tinlin, Yea;

**RE: ENTER INTO A ROADWAY USE AND MAINTENANCE AGREEMENT (RUMA) WITH AMERICAN TRANSMISSION SYSTEMS, INC., TO REBUILD THE RAVENNA-WEST RAVENNA #1 69 kV TRANSMISSION LINE PROJECT IN CERTAIN PORTIONS OF PORTAGE COUNTY.**

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 jurisdiction over the roads and public rights-of-way comprising the county highway system; the Portage County Engineer has the authority to maintain and repair county roads; and

**WHEREAS,** American Transmission Systems, Inc., whose address is 76 South Main St., Akron, OH 44308, intends to rebuild the Ravenna-West Ravenna #1 69 kV Transmission Line Project located in Portage County; and

**WHEREAS,** in order to ingress and egress the sites, American Transmission Systems, Inc. and its subcontractors intend to use multiple County and Township roads within Portage County; and

**WHEREAS,** the roads being used have not been designed for the type and nature of use anticipated by American Transmission Systems, Inc. and its subcontractors traveling to and from the sites; now therefore be it

**RESOLVED,** that the Board of Commissioners agrees to enter into a compensation agreement with American Transmission Systems, Inc., 76 South Main St., Akron OH 44308, detailing the process for American Transmission Systems, Inc. to compensate Portage County for maintenance, repair, and restoration of affected Portage County roads resulting from the operator's use; 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. 23-0514	-	RE: A RESOLUTION TO AUTHORIZE THE PORTAGE COUNTY ENGINEER TO ENTER INTO A COOPERATIVE AGREEMENT WITH THE CITY OF KENT FOR THE STOW/SUMMIT STREET BRIDGE AND PEDESTRIAN IMPROVEMENT PROJECT AGREEMENT.
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It was moved by Sabrina Christian-Bennett, seconded by Mike Tinlin that the following resolution be adopted:

**WHEREAS,** the Stow Street Bridge over the Cuyahoga River is owned and maintained by the County and requires replacement of the south fascia concrete box beam; and

**WHEREAS,** both parties desire to incorporate pedestrian facilities on the south side of the Stow Street Bridge; and

**WHEREAS,** the Portage County Engineer wishes to enter into an agreement with the City of Kent to improve the Stow/Summit Street Bridge and Pedestrian Project; and

**WHEREAS,** the agreement sets the framework for the Portage County Engineer and the City of Kent to pursue funding for active transportation and bridge improvements on Stow/Summit Street; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby authorize the Portage County Engineer to execute the agreement between the City of Kent and Portage County for the Stow/Summit Street Bridge and Pedestrian Improvement Project, and be it further

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

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

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

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

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

RESOLUTION NO. 23-0516

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**RE: TO AUTHORIZE PORTAGE COUNTY  
WATER RESOURCES FOR FEDERAL  
SECTION 594 FUNDS PROGRAMMED BY  
THE US ARMY CORPS OF ENGINEERS,  
PITTSBURGH DISTRICT FOR DESIGN AND  
CONSTRUCTION ASSISTANCE CHINN  
REGIONAL SEWER IMPROVEMENTS  
PROJECT IN RAVENNA TOWNSHIP,  
PORTAGE COUNTY, OHIO.**

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

- WHEREAS,** the United States Congress has set aside monies for publicly owned, non-Federal water-related environmental infrastructure and resource protection and development projects in Ohio, and is administered by the US Army Corps of Engineers, Pittsburgh District pursuant to Section 594 of the Water Resources Development Act of 1999, Public Law 106-53, as amended; and
- WHEREAS,** the design and construction of the Chinn Regional Sewer Improvements Project in Ravenna Township, Portage County, Ohio, is an eligible project to receive federal program funding; and
- WHEREAS,** the Portage County Water Resources has applied for such funds for improvements to the Chinn Regional Sewer Improvements Project in Ravenna Township, Portage County, Ohio for design and construction of a new centralized sanitary sewer system consisting of the installation of new sanitary sewer, new force main, and new pump station to extend service to approximately 200 households; and
- WHEREAS,** the Board of Portage County Commissioners is the owner and Non-Federal Sponsor of such project; and
- WHEREAS,** the total amount of Federal funds available for the Federal share of project costs is \$1,000,000, and the local share responsibility will be at least twenty-five (25%) percent of the eligible costs. The cost in dollars of the local share shall be approved in subsequent legislation when the amount is determined; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners hereby authorizes the President of the Board of Portage County Commissioners to execute an Agreement for Design and Construction Assistance utilizing Section 594 funds for publicly owned, non-Federal water-related environmental infrastructure and resource protection and development projects in Ohio,

## Design and Construction of the Chinn Regional Sewer Improvements

**RESOLVED,** that the Board of Portage County Commissioners acknowledges and confirms that it has the full authority and capability to perform in accordance with the terms of aforementioned agreement, that it intends to diligently pursue that project, and that a local share is required to match federal funds; 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.

\* \* \* \* \*

**WHEREAS,** this Board, by Resolution No. 74-78, adopted April 11, 1974, established Portage County Regional Sewer District, hereinafter called the "SEWER

DISTRICT"; and

**WHEREAS,** this Board by Resolution No. 67-17, adopted February 2, 1967, established Streetsboro Sanitary Sewer District No. 4; and

**WHEREAS,** it has become necessary for the Portage County Water Resources Department (PCWR) to expand the office space of the Operations & Maintenance Buildings at 8116 Infirmary Road; and

**WHEREAS,** Resolution No. 23-0210, adopted March 23, 2023, advertised in the Ravenna Record Courier, requesting statements of qualifications for Professional Architectural Design Services; and

**WHEREAS,** two (2) valid submittals were received on May 3, 2023; and

**WHEREAS,** Hasenstab Architects, Inc. was selected as the most qualified firm to perform this work; and

**WHEREAS,** Hasenstab Architects, Inc. has provided a fee proposal for such professional services in the amount of \$108,900; and

**WHEREAS,** it has become necessary for the PCWR to request authorization to enter into agreement with Hasenstab Architects, Inc, to prepare plans, specifications, estimate of cost for the Project No. PC 23-100, Portage County Water Resources Building Improvements, referred to as the "PROJECT"; and

**WHEREAS,** the PROJECT is listed on the department Capital Improvement Plan and the costs of the PROJECT are to be paid through the sewer and water revenue funds; now therefore be it

**RESOLVED,** by the Board of Commissioners of Portage County, Ohio:

Section 1. That said authorization to enter into an agreement with HASENSTAB ARCHITECTS, INC to prepare plans, specifications and estimate of cost for said PROJECT is hereby given.

Section 2. That the Clerk of this Board is hereby directed to certify a copy of this Resolution to the Department of Budget and Financial Management, the Department of Internal Services and the County Auditor within 15 days after its passage.

Section 3. That it is hereby found and determined that all formal actions of this Board concerning and relation to the adoption of this resolution were adopted in an open meeting of this Board,

and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Anthony J. Badalamenti, Yea;

Sabrina Christian-Bennett, Yea;

Mike Tinlin, Yea;

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RESOLUTION NO. 23-0518

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RE: **AUTHORIZE THE APPLICATION TO THE US DEPARTMENT OF JUSTICE FOR THE BJA FY 2023 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) PROGRAM - LOCAL SOLICITATION - ON BEHALF OF THE PORTAGE COUNTY SHERIFF'S OFFICE.**

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

**WHEREAS,** the Portage County Sheriff's Office is eligible to receive funding, through a direct allocation, from the "BJA FY 2023 Edward Byrne Memorial Justice Assistance Grant (JAG) Program", 4-Year Grant- Local Solicitation, in the amount of \$27,299.00 to be used for the acquisition of six Taser 10's and corresponding peripheral equipment; and

**WHEREAS,** the Portage County Sheriff recommends the submittal of an application to purchase Taser 10's from Axon Enterprise, Inc. to replace outdated Tasers, a vital less-than-lethal tool for use by our Deputies during use-of-force encounters; now therefore be it

**RESOLVED,** the Board of Portage County Commissioners authorizes the Portage County Sheriff's Office to submit an electronic Grant application (due August 31, 2023) to the US Department of Justice, Office of Justice Programs, Bureau of Justice Assistance "BJA FY 2023 Edward Byrne Memorial Justice Assistance Grant (JAG) Program", 4-Year Grant- Local Solicitation, in the amount of \$27,299.00 **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 4 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, 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, Nay; Sabrina Christian-Bennett, Yea; Mike Tinlin, Yea;

\* \* \* \* \*

**Journal Entries:**

1. The Board of Commissioners signed the Satisfaction of Mortgage for Edward T. White and Elizabeth M. White for \$21,700.00 (Instrument No. 200518642) as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget & Finance with no exceptions noted.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

2. The Board of Commissioners authorize, on behalf of the Portage County Prosecutor's Office, the electronic filing of the quarter subgrant report to the Ohio Office of Criminal Justice Services for the Domestic Violence Intervention Project for the VAWA Grant (2022-WF-VA2-8222) for the grant period ending June 30, 2023, as requested by William Kornbau, Family & Community Services.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

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

3. Direct the Auditor's Office to pay/process the August 24, 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	\$883,831.80	(Includes late fees of: \$42.18)
ACH/Neil Group of	\$20.00	
ACH Payment list totaling:	\$0	
Health Benefit Wire transfers totaling:		
Medical Mutual Admin of	\$0	
Medical Mutual Claims of	\$335,489.40	
Medical Mutual Flex Admin of	\$0	
Medical Mutual Flex Claims of	\$4,673.20	
Journal Vouchers totaling:	\$294,567.55	
Then and Now list totaling:	\$133,795.64	
Debt Service wire list:	\$0	
BWC Wires:	\$0	

4. Process the August 24, 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**

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:

5. Agree to authorize the creation of the Director of Airport Operations position and approve the respective job description.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

6. Authorize to hire Robert Hartigan, Airport Manager, for Board of Commissioners to be effective as of Tuesday, September 5, 2023.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

7. Authorize the three-day internal posting of the full time Clerical Specialist 3 for Portage County Job & Family Services with external posting if no internal appointment is made.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

8. Authorize a pay increase for Lisa Harris, PCSA Paralegal, PCSA Division for Job & Family Services due to job description was re-factored under new CMS schedule to be effective as of Monday, September 4, 2023.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

9. Authorize a pay increase for Dustin Dickerson, JFS Training Specialist, Job & family Services due to job description was re-factored under new CMS schedule to be effective as of Monday, September 4, 2023.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

10. Authorize a pay increase for Doree Vodila, JFS Training Specialist, Job & family Services due to job description was re-factored under new CMS schedule to be effective as of Monday, September 4, 2023.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

**Motion Carries**

11. Authorize the seven-day internal posting of the full time Water Treatment Operator I,II,III for Portage County Water Resource Department with external posting if no internal appointment is made.

**Motion: Commissioner Christian-Bennett**

**Seconded: Commissioner Tinlin**

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

## **Motion Carries**

12. The Board of Commissioners authorizes Anthony J. Badalamenti, President of the Board, to sign the Rootstown Ravenna JEDD Business Owner Petition, as presented by Neighborhood Development Services Inc. and the City of Ravenna. Documents reviewed by the Department of Budget and Financial Management Director Jackie Petty, with no exceptions noted.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Tinlin

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

**Motion Carries**

13. The Board of Commissioners authorizes Anthony J. Badalamenti, President of the Board, to sign the Rootstown Ravenna JEDD Property Owner Petition, as presented by Neighborhood Development Services Inc. and the City of Ravenna. Documents reviewed by the Department of Budget and Financial Management Director Jackie Petty, with no exceptions noted.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Tinlin

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

**Motion Carries**

14. The Board of Commissioners acknowledged receipt of the August 28, 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**

15. The Board of Commissioners acknowledged the receipt of the August 25, 2023 correspondence from the Portage County Board of Elections noting that the galley proofs of all ballots for the November 7, 2023 election will be on display September 6, 2023- September 8, 2023.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Tinlin

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

**Motion Carries**

16. The Board of Commissioners acknowledged receipt of the Portage County RLF Balance Sheet for July 31, 2023, as presented by Neighborhood Development Services.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Tinlin

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

**Motion Carries**

17. In accordance with Section 305.30 of the Ohio Revised Code and this Board's Resolution 21-0396, including and limitation Part I (A) and Part II (B) of Resolution 21-0396, the Board of Commissioners acknowledges and approves the County Administrator's approved revision of the Board of Commissioners' Table of Organization effective September 5, 2023.

**Motion:** Commissioner Christian-Bennett

**Seconded:** Commissioner Tinlin

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

**Motion Carries**

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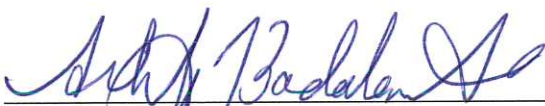
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**Motion:** by Commissioner Tinlin, seconded by Commissioner Christian-Bennett that the Board adjourns the Meeting of **August 31<sup>st</sup>, 2023 at 11:21 AM.**

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 **August 31, 2023.**



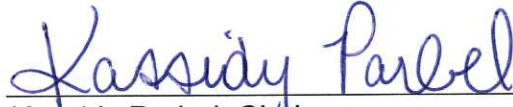
Anthony J. Badalamenti, President



Sabrina Christian-Bennett, Vice President



Mike Tinlin, Board Member



Kassidy Parbel, Clerk