



Portage County Board of Commissioners
Meeting Minutes

449 South Meridian Street
Ravenna, OH 44266
<http://www.co.portage.oh.us>
Julie Gonzales, Acting Clerk
330-297-3600

Thursday, January 21, 2021

9:07 AM

Commissioners' Board Room

*The Commissioners' meeting minutes are summarized; Audio recordings and backup material are available.
Please contact the Commissioners' Office for specific details.*

The Portage County Board of Commissioners' meeting came to order with the following members present via Zoom video conference.

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

Recess: 9:08 AM into Solid Waste Management District Meeting

Reconvened: 9:14 AM

HUMAN RESOURCES

Present: Director Janet Kovick

A. Discussion:

1. COVID-19 Related Policies

- Director Kovick presented the revised COVID-19 related policies.
- Temporary Public Health Emergency Leave Policy for COVID-19: Director Kovick asked when the Board would like the effective date; this would only affect an employee if they had already been on leave. Commissioner Badalamenti asked how many hours has been used so far. Director Kovick said she is unsure but could check with the Payroll Department. Commissioner Kline suggested the effective date be January 21, 2021. Commissioner Christian-Bennett said there should not be too many people effected by this policy in the last week or so.
- Director Kovick asked would the hours be granted if an employee came in contact with a person with COVID and wished to stay in quarantine but does not want to see a doctor. This policy could easily be abused. Commissioner Christian-Bennett said if an employee quarantines too often and uses all the administration hours they must use their sick time if they got COVID. Commissioner Kline said there needs to be documentation from a doctor. Director Kovick recommended changing the word "entitled" to "eligible" in the first paragraph of both policies presented today. The Board agreed to the change.

- Temporary Remote Learning and Childcare Leave Policy: Director Kovick made the necessary changes as discussed at the January 14th meeting.
- Director Kovick asked if the Board of Commissioners wanted to post in the local newspapers for the Water Resources Department Director position. The cost would be approximately \$700.00. Commissioner Christian-Bennett suggested not to post it in the newspapers; the websites should be the best way for recruitment. The Board agreed.

B. Resolutions:

RESOLUTION NO. 21-0047 - RE: DISCONTINUE THE TEMPORARY PUBLIC HEALTH EMERGENCY LEAVE POLICY FOR THE BOARD OF COMMISSIONERS' EMERGENCY RESPONDERS UNDER RESOLUTION 20-0740.

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

WHEREAS, the Portage County Board of Commissioners approved a Temporary Public Health Emergency Leave Policy on January 21, 2021 under Resolution 21-0047 for all employees under the Board's appointing authority, including the Board's Emergency Responders, thereby nullifying the need for a separate policy; now therefore be it

RESOLVED, Resolution 20-0740 adopted on December 10, 2020 for a separate Temporary Public Health Emergency Leave Policy for the Board's Emergency Responders is hereby discontinued; 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 the 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:

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

RESOLUTION NO. 21-0048 - RE: APPROVING THE TEMPORARY PUBLIC HEALTH EMERGENCY LEAVE POLICY FOR COVID-19 AND DISCONTINUING RESOLUTION 20-0773 EFFECTIVE JANUARY 21, 2021.





WHEREAS, in efforts to limit the spread of the coronavirus, COVID-19, and to ensure support to employees and their families and the continuance of essential government services; and

WHEREAS, the Portage County Board of Commissioners are approving the limited use of paid administrative leave for specified reasons related to COVID-19 by adopting the updated Temporary Public Health Emergency Leave Policy; and

WHEREAS, the Board has previously adopted Resolution 20-0773 on December 17, 2020 granting an extension of a prior version of the Temporary Public Health Emergency Leave Policy; and now therefore be it

RESOLVED, the Board of County Commissioners approves the updated Temporary Public Health Emergency Leave Policy allowing paid administrative leave for specified reasons and discontinues Resolution 20-0773 effective today until further notice; 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 the 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:

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

**RESOLUTION NO. 21-0049 - RE: APPROVING REVISIONS TO THE
TEMPORARY REMOTE LEARNING AND
CHILDCARE LEAVE POLICY.**

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

WHEREAS, the Portage County Board of Commissioners adopted Resolution 20-0564 approving the Temporary Remote Learning and Childcare Leave Policy on September 17, 2020; and

- WHEREAS,** the Commissioners have revised the policy by approving the limited use of paid administrative leave for specified reasons related to remote learning and childcare leave due to COVID-19; now therefore be it
- RESOLVED,** the Portage County Board of County Commissioners approves the revised Temporary Remote Learning and Childcare Leave Policy effective this date until further notice; 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 the 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:

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

B. Journal Entries:

1. **JOURNAL ENTRY:** The Board of Commissioners accepts the resignation of Jennifer McCormick, Social Service Worker 3 for Portage County Job & Family Services, effective January 22, 2021.
Motion: Commissioner Kline
Seconded: Anthony J. Badalamenti
All in Favor: Commissioner Kline, Yea; Commissioner Christian-Bennett, Yea;
Commissioner Badalamenti, Yea;
Motion Carries
2. **JOURNAL ENTRY:** The Board of Commissioners agree to authorize the three-day internal posting of the full time Social Service Worker 3, replacing Jennifer McCormick for Portage County Job & Family Services with external posting if no internal appointment is made.
Motion: Commissioner Kline
Seconded: Anthony J. Badalamenti
All in Favor: Commissioner Kline, Yea; Commissioner Christian-Bennett, Yea;
Commissioner Badalamenti, Yea;
Motion Carries
3. **JOURNAL ENTRY:** The Board of Commissioners accepts the resignation of Joi Twyman, Social Service Worker 3 for Portage County Job & Family Services, effective January 29, 2021.
Motion: Commissioner Kline
Seconded: Anthony J. Badalamenti

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

4. **JOURNAL ENTRY:** The Board of Commissioners agree to authorize the three-day internal posting of the full time Social Service Worker 3, replacing Joi Twyman for Portage County Job & Family Services with external posting if no internal appointment is made.

Motion: Commissioner Kline

Seconded: Anthony J. Badalamenti

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

5. **JOURNAL ENTRY:** The Board of Commissioners agree to authorize the part time hire of Geraldine Lower as a Temporary Utility Billing Service Representative, new position, for the Department of Budget and Financial Management. Anticipated start date is January 25, 2021. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment testing.

Motion: Commissioner Kline

Seconded: Anthony J. Badalamenti

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

6. **JOURNAL ENTRY:** The Board of Commissioners agree to authorize the Department of Budget & Financial Management to use the current applicant pool from the November 24, 2020 job posting to fill two additional Utility Billing Service Representative – Part-Time, Temporary positions.

Motion: Commissioner Kline

Seconded: Anthony J. Badalamenti

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

- Commissioner Kline thought the Budget Office was hiring two employees not three. Commissioner Kline asks if this has to do with the Village of Mantua billing; there is a lot of issues with that situation. Commissioner Kline did not realize an employee was on leave. The Board agreed to invite Director Bragg into the meeting to discuss this journal entry. Director Bragg indicated they originally wanted a part-time person with our full staff present. But since there is an employee on leave for an extended period, they would like three positions totaling approximately 42 hours (one employee work 8-Noon, another Noon-4 Monday, Wednesday and Friday, and the other 10-4 Tuesday and Thursday). They indicated they would like more hours and he feared they may not stay

long if we did not grant more hours. This would elevate training people every couple months. These positions could be temporary if normal staff remains.

9:48 AM In accordance with the Ohio Rev. Code Ann.121.22(G)(1), it was moved by Vicki A. Kline, seconded by Anthony J. Badalamenti that the Board of Commissioners move into executive session to consider appointment of a public employee. Also present: Department of Budget and Financial Management Director Todd Bragg and Human Resources Director Janet Kovick. Roll call vote: Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

10:22 AM Upon conclusion of the above referenced discussion, it was moved by Vicki A. Kline, seconded by Anthony J. Badalamenti that the Board of Commissioners moves out of executive session. Roll call vote: Anthony J. Badalamenti, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

After exiting Executive Session, the Board took no action.

JOB & FAMILY SERVICES

Present: Sue Brannon

A. Resolutions:

1. The Board of Commissioners requests the County Auditor to advance taxes from the proceeds of the 2020 tax collection year pursuant to Section 321.34 of the Ohio Revised Code to Portage County Job & Family Services.
 - Ms. Brannon indicated that Director Jeffries spoke to the Auditor's Office and they are aware of this.

RESOLUTION NO. 21-0050

RE: REQUEST FOR THE COUNTY AUDITOR TO ADVANCE TAXES FROM THE PROCEEDS OF THE 2020 TAX COLLECTION YEAR PURSUANT TO SECTION 321.34 OF THE OHIO REVISED CODE TO PORTAGE COUNTY JOB AND FAMILY SERVICES.

It was moved by Vicki A. Kline, and Anthony J. Badalamenti seconded by to approve the following resolution:

WHEREAS, the County Auditor is hereby authorized and directed to pay to the Portage County Job and Family Services all monies now in the hands, and that may hereafter come into the hands of the County Treasurer, which are payable to the Child Welfare Levy, from the proceeds of the 2020 tax year collection, including without limitation, revenues from personal property taxes, real property taxes, and special assessments.

WHEREAS, Portage County Job and Family Services is hereby authorized and directed to furnish a copy of this Resolution to the 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 meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

RESOLUTION NO. 21-0051 - RE: TRANSFER FROM FUND 1414, CHILD SUPPORT ADMINISTRATION, TO 1410 PUBLIC ASSISTANCE FUND

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

WHEREAS, the Child Support Administration Fund owes the Public Assistance Fund for Shared 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 \$21,456.19 for December 2020 costs as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 1414, CHILD SUPPORT ADMINISTRATION

ORGCODE - 14140519

Debit Expense Account

Object: 912000 – JFS - Shared

Project 5SHAR \$21,456.19

TO:

FUND 1410, PUBLIC ASSISTANCE

ORGCODE - 14100512

Revenue Account

Object: 282000 – JFS - Shared

Project 5SHAR \$21,456.19

; 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:

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

**RESOLUTION NO. 21-0052 - RE: TRANSFER FROM FUND 1413, WIA FUND
TO FUND 1410 PUBLIC ASSISTANCE FUND**

It was moved by Vicki A. Kline, seconded by Anthony J. Badalamenti 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 \$54,621.71 for September Adj#3, October Adj#2 and November Adj#1 2020 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
Project 3B278
Project 3A259
Project 3B259
Project 3B277

\$ 10,197.75
\$ -0-
\$ 41,380.95
\$ 4,633.01
(\$ 1,590.00)

TO:

FUND 1410, PUBLIC ASSISTANCE FUND
ORGCODE - 14100512
Revenue Account
Object: 282000 – JFS Shared
Project 5SHAR

\$54,621.71

; 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:

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

PUBLIC BIDS, CONTRACTS, PURCHASING & COUNTY FACILITIES

Present: Director JoAnn Townend

A. Resolutions:

RESOLUTION No. 21-0053 - RE: A RESOLUTION AUTHORIZING THE PURCHASE, THROUGH THE STATE TERM SCHEDULE (STS) 800507, INDEX NO. STS515, OF ONE (1) MINUTEMAN SNOW AND ICE CONTROL TRUCK EQUIPMENT PACKAGE – FROM CONCORD ROAD EQUIPMENT MANUFACTURING, INC., FOR USE BY THE PORTAGE COUNTY ENGINEER.

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

WHEREAS, Resolution 20-0594 authorized the purchase through the Ohio Department of Transportation's state contract of one 2021 Western Star 4700 Tandem Axle Cab and Chassis from Cleveland Freightliner, Inc., dba Valley Freightliner Sterling & Western Star for use by the Portage County Engineer; and

WHEREAS, the Portage County Engineer, Michael A. Marozzi, wishes to purchase through the State Term Schedule (STS) 800507, Index No. STS515, one (1) **Minuteman Snow and Ice Control Truck Equipment Package** to be installed on the above vehicle, and

WHEREAS, Concord Road Equipment Manufacturing, Inc. is the contractor authorized by the State of Ohio to offer said **Minuteman Snow and Ice Control Truck Equipment Package** -- at the State Contract price of \$78,549.86; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby authorize Michael A. Marozzi, Portage County Engineer, to purchase one (1) **Minuteman Snow and Ice Control Truck Equipment Package** from Concord Road Equipment Manufacturing, Inc., 348 Chester Street, Painesville, Ohio 44077 for a total cost of \$78,549.86; and be it further

RESOLVED, that the Clerk of this Board be and is hereby directed to file a certified copy of this Resolution with 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:

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

**RESOLUTION NO. 21-0054 - RE: ENTER INTO AMENDMENT NO. 3
BETWEEN THE BOARD OF
COMMISSIONERS, PORTAGE COUNTY
JOB & FAMILY SERVICES AND THE
PORTAGE COUNTY PROSECUTING
ATTORNEY.**

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

WHEREAS, an agreement between the parties was entered into and known as Portage County Contract No. 20180257 (the "Original Contract") by Resolution No. 18-0110 to provide full time assistance from the Assistant Prosecuting Attorney's office to ensure compliance with State, Federal and Local laws in the context of risk management and also needs legal representation in the presentation of evidence in cases alleging the abuse, neglect or dependency of children pursuant to Ohio Revised Code 2151.40 and Juvenile Rule 29(E) and cases related to adult protective services pursuant to Ohio Revised Code 5101.60; and

WHEREAS, amendment No. 1 between the parties was entered into on February 14, 2019 through Resolution No. 19-0109; and

WHEREAS, amendment No. 2 between the parties was entered into on July 30, 2020 through resolution NO. 20-0237; and

WHEREAS, the parties desire to amend the Original Contract to continue such services; now therefore be it

WHEREAS, that the Board of Portage County Commissioners does hereby agree to enter into Amendment No. 3 between the Board of Commissioners, Portage County Job & Family Services ("PCJFS") and the Portage County Prosecuting Attorney to extend the agreement one (1) additional year from January 1, 2021 through December 31, 2021; and be it further

RESOLVED, that total actual costs under this agreement shall not exceed Three hundred fifty-one thousand six hundred twelve and 75/100 dollars (\$351,612.75); and be it further

RESOLVED, that funding for this agreement will come from Job & Family Services fund 1410 and 1415; 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:

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

- Director Townend and Director Bragg indicated that their directors meeting on Tuesday; they would like clarification to the reopening letter that was emailed. Some directors thought we bring staff back full time the way it was before taking precaution and other directors thought we could still have staff working remotely. Director Bragg understands if there is a medical need or if their work area does not meet the guidelines then they work remote. The unclear question is if an employee has a safe workspace could they still work remote? Commissioner Christian-Bennett indicated that everyone especially employees of the 7th floor should be back full time unless there is a medical reason.
- Commissioner Kline indicated that Judy would like to wait until she received her COVID shot. Commissioner Christian-Bennett spoke to Judy and she will only get paid for billable hours. The front phone needs to be answered and not going to voice mail. Judy has agreed to come in after hours or weekends to get work done such as filing and boards and commission appointments. Jenna agreed to help answer phones since the Commissioners' Office is short staffed. Commissioner Kline was under the understanding that the phones rolled to Judy's home phone. Director Townend said

since it is a multiple phone line it cannot be turned on and off. Commissioner Christian-Bennett said it is not feasible for Judy to telework.

- Commissioner Christian-Bennett said JFS would be an exception because they have multiple employees in a small office. Commissioner Badalamenti agrees we need to get employees back to work. Director Townsend said majority of the public go to JFS and if they all decide to come at once we may have an issue. Commissioner Christian-Bennett said they still encourage the public to schedule an appointment with each department. Director Townsend said it will also be a problem because on two people should be in the elevator at one time.
- The Board agreed to email a letter for clarification to the directors. Commissioner Christian-Bennett said the Commissioners should know of the directors' staff schedule.

DEPARTMENT OF BUDGET & FINANCE

Present: Director Todd Bragg

A. Discussion:

1. Domestic Relations Court

- Director Bragg indicated in 2018-2019 Judge Giulitto hired a part-time Mediator working two days a week. Towards the end of 2020 Judge Giulitto indicated she would like to change it to three days a week. The current funding source is not collecting enough fees to cover the salary. Director Bragg said this would require moving approximately \$19,000 to the General Fund. Commissioner Kline says Judge Giulitto does not ask unless she needs it. Commissioner Christian-Bennett agreed. Director Bragg emailed the Board an add on budget amendment resolution if the Board agrees to approve this request it would need to be adopted today.
- Director Bragg indicated the add on budget amendment resolution also includes an additional \$20,000 for the sales tax fund because the State is still collecting their fees. They are three months behind. The resolution also includes \$30,000 request for drug testing for Adult Probation if the Board agrees to move forward.

B. Resolutions:

- Director Bragg indicated that the first three resolutions are high but is typical for this time of the year.

**RESOLUTION NO. 21-0055 - RE: BILLS APPROVED AND CERTIFIED TO THE
PORTAGE COUNTY AUDITOR FOR
PAYMENT.**

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

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Board of Commissioners,

Department of Budget and Financial Management, Department of Internal Services or other designee on January 21, 2021 in the total payment amount of **\$1,061,334.64, including late fees finance charges, interest & penalties amounting to \$95.66 for Funds 0001-8299** as set forth in the Accounts Payable Warrant Report on file in the office of 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 meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

RESOLUTION NO. 21-0056 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

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

WHEREAS, the Ohio Revised Code requires that warrants be approved by the Board of Commissioners prior to their issuance; and

WHEREAS, there are other similar financial transactions defined as journal vouchers/entries that are dissimilar in that they are used to pay for charges for services from one county department and/or fund to another department and/or fund and thus are processed in lieu of issuing a warrant; and

WHEREAS, the Journal Vouchers/Entries are recommended by the County Auditor's Office for review and approval by the Board of Commissioners; now therefore be it

RESOLVED, that the Board of Commissioners approves the following Journal Vouchers/Entries, as presented by the County Auditor's Office:

01/21/21	225	\$112,051.58
01/21/21	228	8,968.91
01/21/21	229	929.29
01/21/21	230	102.89
01/21/21	269	677.95

Total		\$122,730.62
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; and be it further

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

Roll call vote as follows:

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

RESOLUTION NO. 21-0057 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.

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

WHEREAS, Ohio Revised Code Section 5705.41 (D)(1) authorizes the expenditure of moneys, provided a certificate of the County Auditor is supplied stating that there was at the time of the making of such contract or order and at the time of the execution of such certificate a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances (Then and Now Certification); and

WHEREAS, the Then and Now Certification is recommended by the State Auditor's Office, the Portage County Auditor's Office, and the Portage County Prosecutor's Office; and

WHEREAS, a listing of expenditures has been certified by the County Auditor according to Ohio Revised Code section 5705.41 (D)(1); now therefore be it

RESOLVED, that the expenditures listed are properly certified by the County Auditor in the amount of **\$1,043,631.71** dated **January 21, 2021** shall be paid; and be it further

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

public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

B. Journal Entries:

1. The Board of Commissioners authorized Commissioner Christian-Bennett, President of the Board, to sign the Economic Development Revolving Loan Fund Administrative Agreement beginning January 1, 2021 through December 31, 2023, as presented by the Neighborhood Development Services.
 - ***Director Bragg requests this journal entry be pulled for review by the Prosecutor's Office.***

ADULT PROBATION

Present: Hank Gibson, Assistant Chief, Adult Probation

A. Discussion:

1. Additional funding for drug testing and GPS
 - Mr. Hank Gibson thanked Commissioner Badalamenti for touring their facility. Mr. Gibson is requesting additional funding for drug testing and GPS. The courts are sanctioning offenders and multiple drug tests weekly. The Adult Probation office is not equipped to collect urine drug screens as ordered by the court. They have contacted a local agency to collect and test the samples. Commissioner Christian-Bennett fully supports this expense. The Board agreed to fund the additional \$30,000 for this program.

Add on to your Agenda

The Board of Commissioners agrees to amend the General Fund 2020 Annual Appropriation Resolution No. 19-0947, adopted December 19, 2019./Resolution No. 21-0061

RESOLUTION NO. 21-0061

RE: AMENDMENT TO THE GENERAL FUND 2021 ANNUAL APPROPRIATION RESOLUTION
NO. 20-0802 ADOPTED DECEMBER 17, 2020

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

RESOLVED, that it has become necessary to amend the General Fund 2021 Annual Appropriation in the amounts and for the purposes set forth in the enumeration shown below as reviewed and recommended by the Director of Budget & Financial Management:

	<u>Increase</u>	<u>Decrease</u>
Fund: 0001 General Fund		
010 Commissioners Other		
00104 Commissioner Other Contract Sv	0	30,000
MEMO TOTAL	<u>\$ -</u>	<u>\$ 30,000</u>

Note:

590 Adult Probation		
05904 Adult Probation Contract Svcs	30,000	-
MEMO TOTAL	<u>\$ 30,000</u>	<u>\$ -</u>

Note:

TOTAL MEMO BALANCE ALL AMENDMENTS	<u>\$ 30,000</u>	<u>\$ 30,000</u>
Fund: 0002 General Fund 5739.026		
010 Commissioners Other		
20104 General Fund 5739.026 CS	20,000	-
MEMO TOTAL	<u>\$ 20,000</u>	<u>\$ -</u>

Note:

TOTAL MEMO BALANCE ALL AMENDMENTS	<u>\$ 20,000</u>	<u>\$ -</u>
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Increase

Decrease

; and be it further

RESOLVED, that the notes of explanation in this resolution are for informational purposes only and are not intended to restrict the expenditure of those appropriated funds to any single purpose. Such funds are for the use of all expenditures that are lawful under the approved appropriation; and be it further

RESOLVED, that a certified copy of this resolution be filed with the County Auditor; and be it further

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

Roll call as Follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Anthony J. Badalamenti, Yea;

MISCELLANEOUS ITEMS

The Board of Commissioners approves the January 14, 2021 regular meeting minutes.

Regional Planning Commission**A. Resolution:**

1. The Board of Commissioners agrees to enter into a contract with the Portage County Regional Planning Commission for administration of the 2020 CDBG Community Development Grant Program Funds.

**RESOLUTION NO. 21-0058 - RE: ENTERING INTO CONTRACT WITH THE
PORTAGE COUNTY REGIONAL PLANNING
COMMISSION FOR ADMINISTRATION OF
THE 2020 CDBG COMMUNITY
DEVELOPMENT GRANT PROGRAM FUNDS**

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

WHEREAS: Portage County has received 2020 CDBG Community Development Grant Program Funds; and

WHEREAS: Portage County desires to contract with the Portage County Regional Planning Commission to administer and implement this grant, now therefore be it

RESOLVED: the Portage County Board of Commissioners desires to enter into contract with Portage County Regional Planning Commission to provide such services in the amount of \$72,000.00 to provide grant application preparation, administration and \$10,000.00 to provide fair housing services to benefit LMI households, as allowed in the 2020 CDBG Community Development Grant Program; and be it further

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

Roll call vote as follows:

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

B. Journal Entry:

1. The Board of Commissioners agrees to sign the January 21, 2021 correspondence to the State Historic Preservation Office and the Ohio History Connection regarding activities determined to be exempt from Ohio Historic Preservation Office review, as presented by the Regional Planning Commission.

Motion: Commissioner Kline

Seconded: Commissioner Badalamenti

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

Motion Carries

Commissioners

A. Discussion:

1. Commissioners' Board Appointments for 2021
 - Commissioner Badalamenti indicated he would like Debbie Mann as his alternate to the AMATS Policy Committee. Commissioner Christian-Bennett indicated the EMA Advisory Board is in the process of abolishing their Board. The Local Emergency Planning Commission and the Regional Planning Commission the Board should include all three Commissioners.

The Board of Commissioners agrees to approve the Portage County Commissioners Board Appointments for Year 2021./Resolution No. 21-0062

**RESOLUTION NO. 21-0062 - RE: PORTAGE COUNTY COMMISSIONERS
BOARD APPOINTMENTS FOR YEAR 2021.**

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

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

BOARD	REPRESENTATIVE	ALTERNATE
911 Planning Committee	Sabrina Christian-Bennett	Vicki A. Kline
President (ORC 128.06)		
AMATS Policy Committee	Anthony J. Badalamenti	Debbie Mann
Board of Commissioners (AMATS bylaws)	Vicki A. Kline	Melissa Long
	Sabrina Christian-Bennett	Michael Hlad

AMATS Technical Advisory Committee	Tom Hardesty	N/A
Portage County Small Villages (TAC bylaws)		
Board of Revisions	Sabrina Christian-Bennett	Michelle Crombie
1 Commissioner (ORC 5715.02)		
Combined General Health District Advisory Council	Sabrina Christian-Bennett	N/A
President (ORC 3709.03)		
Community Corrections Board	Sabrina Christian-Bennett	Anthony J. Badalamenti
1 Commissioner (ORC 5149.34)		
CCAO Service Corporation Energy Program Board of Participants	Michelle Crombie	JoAnn Townend
Appointing Representative & Alternate to Natural Gas Purchase Program		
County Commissioners' Association of Ohio (CCAO) Voting Member at the Annual Meeting	Sabrina Christian-Bennett	Anthony J. Badalamenti
Representative and Alternate		
Data Processing Board	Anthony J. Badalamenti	Vicki A. Kline
Commissioner (ORC 307.84)		
Emergency Food and Shelter Board of Portage County (Federal Board)	Sabrina Christian-Bennett	Kellijo Jeffries
BOC President & EMA (EFSB Responsibilities & Requirements Manual)	Ryan Shackelford	N/A
Family and Children's First Council	Vicki A. Kline	Anthony J. Badalamenti
(ORC 121.37)		
Investment Advisory Committee	Sabrina Christian-Bennett	N/A
Two commissioners (ORC 135.341)	Anthony J. Badalamenti	N/A
Landbank Board of Directors	Sabrina Christian-Bennett	Vicki A. Kline

Two commissioners (ORC 1724.03, bylaws)	Anthony J. Badalamenti	
Local Emergency Planning Commission (ORC 3750.03)	Sabrina Christian-Bennett	N/A
	Anthony J. Badalamenti	
	Vicki A. Kline	
Northeast Consortium Council of Government (NOC COG) Local Elected Official	Sabrina Christian-Bennett	Anthony J. Badalamenti
Northeast Ohio Four County Regional Planning and Development Org. (NEFCO) Board of Commissioners has 6 reps.	John Vence Todd Peetz Joseph Diorio Anthony J. Badalamenti John Zizka James Bierlair	Tia Rutledge Gail Gifford Mary Helen Smith Sabrina Christian-Bennett N/A Amos Sarfo
NEFCO Environmental Technical Advisory Committee (ERTAC) NEFCO ERTAC Bylaws (also 16-0106)	Ron Etling	N/A
NEFCO Comprehensive Economic Development Strategy (CEDS) Committee	Brad Ehrhart	Diana Fierle
Ohio Public Works District 7 Integrating Committee See 18-0347, 3 yr term ending 5-30-2021	Sabrina Christian-Bennett Michael Marozzi	Anthony J. Badalamenti Larry Jenkins
Portage Development Board Executive Committee	Sabrina Christian-Bennett	Anthony J. Badalamenti
Portage-Geauga Joint BOC Board of Commissioners	Sabrina Christian-Bennett Anthony J. Badalamenti Vicki A. Kline	N/A N/A N/A
Ravenna Arsenal Restoration Board (RAB operating policy)	Ryan Shackelford	N/A

Records Commission	Sabrina Christian-Bennett	N/A
1 Commissioner (ORC 149.38)		
Regional Planning Commission		
Board of Commissioners	Sabrina Christian-Bennett	Matt Adelman
(RPC bylaws)	Anthony J. Badalamenti	To be determined
	Vicki A. Kline	To be determined
	John Vence	Tia Rutledge
	Michael Marozzi	Larry Jenkins
	James Bierlair	Eric Long
Solid Waste Management District Policy Committee	Anthony J. Badalamenti	N/A
ORC 3734.54		
Storm Water Task Force	Vicki A. Kline	Jim Greener

RESOLVED, that the above-mentioned appointment is effective immediately through the next organizational meeting of the Board or passage of said Board appointment Resolution; and be it further

RESOLVED, that a copy of this resolution be forwarded to the Commissioners' Clerk, each Commissioner, representative, and alternate; and be it further

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

Roll call vote was as follows:

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

B. Resolutions:

**RESOLUTION NO. 21-0059 - RE: APPOINTMENT TO THE PORTAGE COUNTY
PORT AUTHORITY.**

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

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

WHEREAS, that pursuant to Ohio Revised Code Section 4582.21 *et seq* the Portage County Port Authority is governed by a Board of Directors consisting of not more than seven (7) member directors. In addition, the Board of Commissioners may appoint one or more Ex Officio members to the Board of Directors. Members of the Portage County Port Authority Board of Directors shall be appointed by the Portage County Board of Commissioners and shall serve pursuant to the terms, provisions, and duties as provided for in Sections 4582.21 *through* 4582.59 of the Ohio Revised Code; and

WHEREAS, the Board of Commissioners adopted Resolution No. 14-0313 on May 1, 2014 removing position categories for Board of Director members, effective immediately. The Commissioners noted that ORC 4582.27 requires that "A majority of the directors shall have been qualified electors of, or shall have had their businesses or places of employment in, one or more political subdivisions within the area of the jurisdiction of the port authority, for a period of at least three years next preceding their appointment; and

WHEREAS, there are four vacancies on the Port Authority Board of Directors for four year terms that expire on December 31, 2024; now therefore be it

WHEREAS, John Ryan, Constance Hawke and Lisa Cotten are requesting re-appointment to the Port Authority Board of Directors; now therefore be it

WEAREAS, Patrick O'Malia is applying for the vacated position of Dominic Bellino,

RESOLVED, that the Board of Commissioners appoints the following to the Portage County Port Authority for the term effective January 1, 2021 and ending December 31, 2024:

John Ryan	Constance Hawke	Lisa Anne Cotten	Patrick O'Malia
545 Beech Dr.	565 Club Dr.	3291 Woods Trail	4205 Meadow Gateway
Kent, Oh 44240	Aurora, Oh 44202	Kent, Oh 44240	Broadview Hts., Oh 44147

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:

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

1. The Board of Commissioners agrees to amend Resolution 20-0185, adopted March 24, 2020 to close the Portage County Administration Building to the general public and authorizing elected officials and appointed officials to adopt on an as needed basis limited access policies for the provision of certain essential functions at the Portage County Administration Building.

**RESOLUTION No. 21-0060 - RE: RE-OPENING THE PORTAGE COUNTY
ADMINISTRATION BUILDING TO THE
GENERAL PUBLIC WITH STATEWIDE AND
COUNTY ORDERS AND MANDATES TO BE
FOLLOWED AS APPLICABLE**

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

WHEREAS, the Board of County Commissioners previously adopted Resolution No. 20-0185 concerning the closing of the Portage County Administration Building to the general public and authorizing elected officials to adopt limited access policies for the provision of certain essential functions; and

WHEREAS, the Board of County Commissioners has now determined to re-open the Portage County Administration Building to the general public subject to applicable state and local orders and mandates being complied with by those entering and leaving the Portage County Administration Building; and

WHEREAS, the Board of County Commissioners will direct the opening concerning the departments under the Board's authority and all other county office having the ability to direct those other respective county offices as deemed appropriate; and be it further

RESOLVED, the Board of County Commissioners will re-open the Portage County Administration Building effective Monday, January 25, 2021 and thereafter, from 8:00 AM until 4:30 PM, Monday through Friday.

RESOLVED, the Board of County Commissioners will direct all departments under the Board's authority to have staffing available to serve the public, and all other county offices within the Portage County Administration Building are being asked to review the respective office's present policy concerning interaction with the public and publish any change in policy to the general public; and be it further

RESOLVED, the Board of County Commissioners hereby declares that all applicable state and local orders and mandates presently in effect during the pandemic related to COVID-19 are to be complied with by the general public while in the Portage

County Administration Building, and the Board of County Commissioners will enforces such orders and mandates; 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:

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

C. Journal Entries:

1. The Board of Commissioners acknowledged receipt of the January 15, 2021 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimate Resources for the fiscal year beginning January 1, 2021, as presented by the Portage County Auditor's Office.

Motion: **Commissioner Kline**

Seconded: **Commissioner Badalamenti**

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

Motion Carries

2. The Board of Commissioners acknowledged the receipt of the tax estimates as they will appear on 2021 Certificate of Estimated Resources as presented by the Portage County Budget Commission.

Motion: **Commissioner Kline**

Seconded: **Commissioner Badalamenti**

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

Motion Carries

3. The Board of Commissioners authorized the extension of dog license sales through Sunday, February 14, 2021 due to COVID-19 as requested by County Auditor Janet Esposito.

Motion: **Commissioner Kline**

Seconded: **Commissioner Badalamenti**

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

Motion Carries

11:15 PM In accordance with the Ohio Rev. Code Ann. (121.22)(G)(1), it was moved by Vicki A. Kline, seconded by Anthony J. Badalamenti that the Board of Commissioners move into executive session to discuss compensation of a public employees. Also present: Human

Resource Director Kovick and Budget & Finance Director Todd Bragg. Roll call vote: Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea; Vicki A. Kline, Yea;

11:55 PM Upon conclusion of the above referenced discussion, it was moved by Vicki A. Kline, seconded by Anthony J. Badalamenti that the Board of Commissioners move out of executive session. Roll call vote: Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea; Vicki A. Kline, Yea;

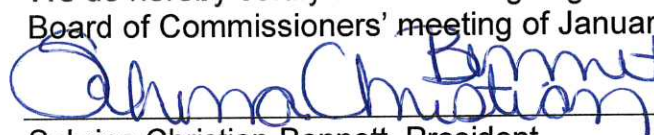
After exiting Executive Session, the Board of Commissioners took no action.

Motion: by Commissioner Vicki A. Kline, seconded by Commissioner Badalamenti that the Board adjourn the Meeting of **January 21, 2021 at 11:57 PM.**


All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Badalamenti, Yea; Commissioner Kline, 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 January 21, 2021.


Sabrina Christian-Bennett, President


Anthony J. Badalamenti, Vice President


Vicki A. Kline, Board Member


Julie Gonzales, Acting Clerk