



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

Tuesday, February 9, 2021

9:02 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.

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

DISCUSSION

Portage County Regional Airport

Present: Chief Assistant Prosecutor, Chief Prosecutor, Chris Meduri, Internal Services Director Townend, Budget & Finance Director Todd Bragg, Facilities Manager Shannon Kautzman, Dick Bonner, Regional Airport

Commissioner Christian-Bennett asked what the outline for the Regional Airport would be. Chris Meduri indicated the Ohio Revised Code does not actually address how to dissolve a board. If the Airport Board is intending to dissolve their board; they would need to adopt a resolution and submit it to the Board of Commissioners. At that time, a decision needs to be made by the Board of Commissioners. Someone would need to go through their liability and assets. This would be a similar case as the Village of Brady Lake; we would then take it to court for approval of the deeds to the county. All their debt would become the counties debt; the Board of Commissioners would be the sole authority.

Commissioner Kline indicated that there is not much choice? Commissioner Christian-Bennett said we could continue what we are doing now; but that is not a good choice. We need to do our due diligence. Commissioner Christian-Bennett asked if the FAA loans would be affected. Director Bragg indicated he has been in contact with the FAA and it would be a smooth transition. The other would be the fixed based operators contract that would be bought out. Director Townend indicated that CORSA does not carry insurance on airport operations; we would have to seek our own policy or carry theirs over. If we become the operators, we need to have the insurance policy in place. Commissioner Christian-Bennett said there are other counties who own airports so it should not be that difficult to find one. Commissioner Kline

clarified that CORSA would cover the county if someone would get injured. Commissioner Badalamenti asked if it would be easier for them to get grants.

Chief Prosecutor Meduri indicated the biggest thing would be to transfer all the property. He suggests a title agency prepare the deed instead of the Prosecutor's Office; they would review it. Director Bragg indicated that there are two parcels that have deed restrictions but could easily be removed. Commissioner Christian-Bennett asked if we had a current list of the assets. Director Bragg will check to see how current his list is.

Commissioner Christian-Bennett asked who would operate the airport. Director Bragg said the Board of Commissioners would be the operators but could hire an Airport Manager at some point. Commissioner Christian-Bennett asked how Internal Services would be involved. Director Bragg said there is a lot of maintenance items that needs done. Some repairs require advertising for bids would fall under Internal Services. The Airport currently has one part-time maintenance employee. Commissioner Christian-Bennett said a lot of the airport's invoices are 7-8 months old. She asks Director Bragg to get something to the Board for approval for Thursday. The Board agreed. Chief Prosecutor Meduri indicated to be specific as possible on the approval process. Commissioner Kline said the real estate taxes are also due March 1st. Director Bragg indicated that he could include that in the resolution.

Commissioner Christian-Bennett asked Mr. Bonner how many employees he has. Mr. Bonner said he has three 3 employees, and the airport has 2 part-time employees.

To review the process; Chief Prosecutor Meduri indicated the first step if for the Portage County Airport to adopt a resolution of intent to dissolve and submit it the Board of Commissioners. If the Board of Commissioners agrees; a resolution would need to be adopted to accept and at that time the deeds and assets would be transferred. Chief Prosecutor Meduri would contact the courts to approve.

Mr. Bonner will give the Commissioners' a copy of the minimum standards for their record. Commissioner Christian-Bennett said she would contact Homer Lucas of the Airport to get information on their current insurance policy.

Director Bragg indicated that this is a lot of work and hoped that this would have happened once a County Administrator was in place. Commissioner Christian-Bennett said they have the ideal two directors to work on the process.

Sheriff Union Negotiations Correspondence

Present: Human Resources Director Kovick, Chief Prosecutor, Chris Meduri

The Board of Commissioners received the February 5, 2021 correspondence from Sheriff Zuchowski regarding union negotiations indicating that he wishes to have Attorney Michael Esposito of Clemens, Nelson & Associates represent the Sheriff's Office in pending union negotiations rather than Jim Wilkins. Commissioner Christian-Bennett asked Director Kovick how much we already paid Mr. Wilkins. Director Kovick indicated \$1,750. They would like to start negotiations this month. Commissioner Kline asked if the Sheriff met with Mr. Wilkins.

Director Kovick is unsure. Commissioner Christian-Bennett said she did not want this to be an extra cost to the County. Commissioner Badalamenti indicated the cost for Mr. Esposito is \$100.00 per hour and Mr. Wilkins is \$250.00 per hour. The Sheriff is confident that Mr. Esposito could conduct the negotiations and has already worked with Mr. Esposito. Commissioner Christian-Bennett said Mr. Wilkins works for the County someone else may not look out for the County's benefit. These negotiations should have been done last year but Sheriff Doak put it off. It seems odd to switch in the middle of it. Commissioner Badalamenti suggested we meet with the Sheriff or staff and Mr. Esposito. Director Bragg suggested the Sheriff meet Mr. Wilkins. Director Kovick will contact the Sheriff.

County Facilities Needs

Present: Budget & Finance Director Bragg, Internal Services Director Townend, Facilities Manager Shannon Kautzman

The Board of Commissioners were supposed to choose their five top items to repair.

Commissioner Badalamenti indicated that the dog run can be removed; it will be installed by the donation funds according to Director McIntyre. Director Townend said they have a company that repairs smaller roofs; but the bigger roofs such as the Riddle Block or Records Center would need an engineer and bid specifications.

Director Townend received a quote to repair the tiles at the Justice Center; this will be paid from their maintenance line.

Commissioner Kline asked if the repair of the window at the Prosecutor's Office should be done soon. Director Townend said it is a bad location, there are power lines near it and the power will need to be shut off. No one wants to take the risk of repairing it. The rain must be blowing at the right angle for it to leak. Director Bragg suggested it be totally replaced. Ms. Kautzman believes the original contractor is no longer in business.

Director Bragg said there needs to be phases for the repairs in general; he suggests one year, three year and a ten-year plan. The one-year items need to be completed this year. A lot of capital projects tend to be put aside, but we need to keep up on these.

Commissioner Badalamenti indicated the Pretty Dam project money has been set aside and could be done now. Director Bragg said they we could move forward with the project. The Board agreed. Commissioner Christian-Bennett asked who will process the grants. Director Townend will contact their outside engineer. Commissioner Christian-Bennett asked if the cost is now 1.8 million. Director Bragg concurred.

Director Townend indicated that they had everything on the list from the Board of Election completed. They mentioned earlier they would like a generator in case the power goes out on election nights. Ms. Kautzman said she can not hook up to our generator; there would be too much. She currently is getting quotes. Director Bragg suggested bringing a generator in on election nights to hook up. The Board agreed it would be a good idea.

The projects anticipated for 2021:

- 1) Airport – 3 million including purchase of FBO
- 2) Courthouse parking lot – 1 million
- 3) Pretty Glen Dam (money already set aside)
- 4) Wi-Fi in Administration Building
- 5) Fuel tank removal at Motor Pool
- 6) Dog Warden roof
- 7) Riddle Block & Records Center roofs (Director Townend getting quotes)
- 8) Board of Elections generator
- 9) Administration Building elevators (Director Townend getting quotes)

Director Townend will contact Mr. Alger to obtain a quote for Wi-Fi in the Administration Building. Commissioner Christian-Bennett asked what we can do to improve our elevators in the Administration Building. Director Townend indicated we are under a maintenance agreement and they are very reasonable on their repairs. She will get quotes from different elevator companies.

Commissioner Christian-Bennett asked if the flooding at the Annex building can be repaired. Commissioner Badalamenti thinks it has good bones. Director Townend said it needs new doors, air conditioning redone, elevator repaired, and the basement fixed because it leaks. She does not think all the records would fit in the Annex Building. Director Bragg suggested to have a plan as to what you would use the building for, such as the Annex Building. It would be nice to know who would occupy it before repairs are done.

Director Bragg indicated there is approximately two million in the sales tax fund. He suggested using some for the radios and \$600,000 on renovations for dispatch or EMA at a new location.

Director Bragg asked if the Prosecutor's Office phones are on the one-year plan; this is going to be costly. Commissioner Badalamenti spoke to Prosecutor Viglucci and he indicated that he is fine with the phones now. Director Townend will reach out to Prosecutor Viglucci and if they are experiencing issues with their phones.

Director Townend indicated that Clerk of Courts Fankhauser has paid for renovations on her floor and wanted to do another area to build out. The Board agreed. Commissioner Christian-Bennett indicated Jill Fankhauser has done a great job taking care of her area.

Miscellaneous Discussion

Director Bragg indicated that you want to maintain the core revenue source for the airport to function. He suggested raising the use fees of the hangers because the rent of hangers is the primary source of income.

Commissioner Christian-Bennett said we approved the budget in December and not quite two months in we have departments wanting extra money or wanting more positions. Director Bragg has a list of six departments requesting more money that is roughly \$150,000. He will

get a list to the Board. Director Bragg said the more the Board approves after the fact the more requests you will have. They will ignore your budget process. Commissioner Christian-Bennett said we need to go back to the way we were doing it in prior years.

Commissioner Christian-Bennett asked if he had a meeting with the Sheriff in December. Director Bragg said he did there was a debate over the sales tax. Commissioner Kline indicated that former Commissioner Clyde wanted to cut it 100%. The reason being was \$400,000 was given to them for operational expenses to Sheriff Doak. When the sales tax stopped, we stopped giving the money. Director Bragg said we need to have the plan implemented soon. Commissioner Kline said the new sheriff is determined to increase wages. Director Bragg said the initial sales tax began five years ago. There is also property tax as an option. Commissioner Christian-Bennett said the citizens are not happy with additional property tax. The sales tax is spread evenly.

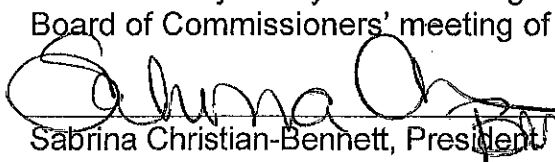
The Board of Commissioners' agreed not to have a special meeting next Thursday.

Motion: by Commissioner Badalamenti, seconded by Commissioner Christian-Bennett that the Board adjourn the Meeting of **February 9, 2021 at 11:01 AM.**

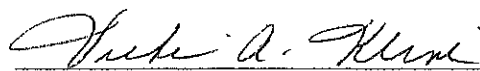
All in Favor: Commissioner Christian-Bennett, Yea; Commissioner Badalamenti, Yea; Commissioner Kline, Yea;


Motion Carries

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of February 9, 2021.


Sabrina Christian-Bennett, President


Anthony J. Badalamenti, Vice President


Vicki A. Kline, Board Member


Julie Gonzales, Acting Clerk