



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, February 11, 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

Also attending throughout the day Brian Ames, and Ed Dean

Recess: 9:03 AM into Solid Waste Management District Meeting

Reconvened: 9:04 AM

**PUBLIC BIDS, CONTRACTS, PURCHASING & COUNTY FACILITIES**

Present: Director JoAnn Townend

**A. Resolutions:**

- Director Townend indicated last year's contract was \$3,675.00.

**RESOLUTION NO. 21-0097      -      RE: ENTER INTO A SOFTWARE LICENSE AND SERVICE RENEWAL AGREEMENT FOR WEBSITE SERVICES BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF THE DEPARTMENT OF INFORMATION TECHNOLOGY AND CIVICPLUS LLC.**

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

**WHEREAS,** the Information Technology Department has the need for website services; and

**WHEREAS,** CivicPlus LLC is the current primary website service provider and would like to continue the service; now therefore be it

- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into a software license and service renewal agreement between the Board and CivicPlus LLC to provide website services for the term of March 1, 2021 through February 28, 2022; and be it further
- RESOLVED,** that the total service amount under this Agreement shall not exceed Three thousand, eight hundred fifty-eight and 75/100 dollars (\$3,858.75) 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; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION No. 21-0098      -      RE:    DECLARE   GREENMAN-PEDERSEN, INC. (GPI) MOST QUALIFIED FIRM AS A RESULT OF REVIEW AND ANALYSIS OF QUALIFICATIONS AND ENTER INTO NEGOTIATIONS FOR PROVIDING PROFESSIONAL CONSTRUCTION ADMINISTRATION SERVICES FOR THE PROJECT KNOWN AS SILICA SAND ROAD BRIDGE REPLACEMENT (WIN 163, CH 253) IN WINDHAM TOWNSHIP, PORTAGE COUNTY**

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

**WHEREAS,** Resolution 20-0777 authorized the announcement of the request for proposals for professional construction administration services for the project known as Silica Sand Road Bridge Replacement (WIN 163, CH 253) in Windham Township, Portage County, and

**WHEREAS,** the announcement requesting proposals for said project was published in the Record Courier and on the Ohio Department of Transportation (ODOT) website on December 18, 2020, and

**WHEREAS**, proposals were received from nine (9) engineering firms for providing professional construction administration services for the project known as Silica Sand Road Bridge Replacement, and

**WHEREAS**, the qualifications were reviewed and rated according to the consultant selection process as used by the Ohio Department of Transportation, and

**WHEREAS**, after review and rating, the firm of **Greenman-Pedersen, Inc. (GPI)** was rated highest; now therefore be it

**RESOLVED**, that the Portage County Engineer recommends that the qualifications of **Greenman-Pedersen, Inc. (GPI)**, 601 West Bagley Road, Berea, Ohio 44017 be accepted, and be it further

**RESOLVED**, that the Portage County Commissioners authorize the Portage County Engineer to enter into contract negotiations with **Greenman-Pedersen, Inc. (GPI)** for providing professional construction administration services for the project known as Silica Sand Road Bridge Replacement in accordance with ORC 153.69, Sub. Sec. A, 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; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION No. 21-0099      -      RE:    ACCEPT PROPOSAL OF MASTERMIND, LLC AND ENTER INTO AN AGREEMENT TO PERFORM A SIGN INVENTORY AND INSPECTION STUDY ON ALL 374 MILES OF PORTAGE COUNTY ROADS**

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

**WHEREAS**, the County Engineers Association of Ohio (CEAO) has made available federal grant money (LPA Agreement No. 35259- PID No. 113516) to fund 90% of the cost (up to grant maximum) of a Sign Inventory and Inspection Study, and

**WHEREAS**, the Sign Inventory and Inspection Study will inventory and inspect the reflectivity of signs on all 374 miles of Portage County roads and will provide software to be installed on Portage County computers, and

**WHEREAS**, the Portage County Engineer has deemed it necessary to seek the services of a professional traffic engineering consultant to perform said Sign Inventory and Inspection Study, and

**WHEREAS**, as per CEO's procedure, the selected consultant must be chosen from the list of consultants who submitted Statements of Qualifications in response to CEO's consultant advertisement, and

**WHEREAS**, the Portage County Engineer chose **MasterMind, LLC** (to submit a proposal) from the list of consultants who submitted Statements of Qualifications in response to CEO's consultant advertisement, now therefore be it

**RESOLVED**, that the Portage County Commissioners hereby accept the proposal of **MasterMind, LLC** to provide professional consulting services for a Sign Inventory and Inspection Study, and be it further

**RESOLVED**, that an agreement will be entered into with **MasterMind, LLC**, 6530 Dublin Road, Delaware, Ohio 43015, to provide said professional services for a Lump Sum fee of \$41,640.00, and be it further

**RESOLVED**, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in 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;      Vicki A. Kline, Yea;      Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 21-0100 -      RE:    ENTER INTO A MEMORANDUM OF  
UNDERSTANDING BETWEEN THE  
PORTAGE COUNTY COURTS OF COMMON  
PLEAS, ADULT PROBATION DEPARTMENT  
AND THE PORTAGE COUNTY BOARD OF  
COMMISSIONERS AND MID-AMERICAN  
COURT SERVICES LLC.**

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

**WHEREAS**, the Portage County Common Pleas Courts and Adult Probation Department are in need of GPS monitoring to track offenders as a condition on bond and jail

reduction that will reduce the risk of COVID spreading in the Portage County Jail;  
and

**WHEREAS,** Mid-American Court Services LLC is experienced and can perform the requested offender monitoring services needed; and

**WHEREAS,** the charges for services requested by the Courts and Adult Probation will be \$9.00 per unit, per day; now therefore be it

**RESOLVED,** that the Common Pleas Courts, Adult Probation Department and Board of Commissioners agree to enter into a memorandum of understanding with Mid-American Court Services LLC, 129 Mansell Dr., Youngstown OH 44505 at the fee listed above; and be it further

**RESOLVED,** that the Portage County 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; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 21-0101 - RE: ENTER INTO A MEMORANDUM OF UNDERSTANDING BETWEEN THE PORTAGE COUNTY COURTS OF COMMON PLEAS, ADULT PROBATION DEPARTMENT AND THE PORTAGE COUNTY BOARD OF COMMISSIONERS AND MID-AMERICAN COURT SERVICES LLC.**

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

**WHEREAS,** the Portage County Common Pleas Courts and Adult Probation Department are in need of drug testing services; and

**WHEREAS,** Mid-American Court Services LLC is experienced and can perform the requested drug testing services needed; and

**WHEREAS,** charges for services to the client self-pay will be \$35.00 per panel before screening is performed and the charges for services requested by the Courts and Adult Probation will be \$11.00 per panel and invoiced monthly; now therefore be it

**RESOLVED**, that the Common Pleas Courts, Adult Probation Department and Board of Commissioners agree to enter into a memorandum of understanding with Mid-American Court Services LLC, 129 Mansell Dr., Youngstown OH 44505 at the fees listed above; and be it further

**RESOLVED**, that the Portage County 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; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

9:09 AM In accordance with the Ohio Rev. Code Ann.121.22(G)(6), it was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline that the Board of Commissioners move into executive session details relative to the security protocols for a public body or a public office, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public body or public office. Also present: Internal Services Director JoAnn Townend. Roll call vote: Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

9:24 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline 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 agreed to extend security hours at the Portage County Administration Building and the Riddle Block.

### **JOB & FAMILY SERVICES**

Present: Director Kellijo Jeffries and Sue Brannon

#### **A. Discussion:**

##### **1. Contract Amendment – Scenic View**

- Director Jeffries indicated that Job & Family Services established a bridge agreement in 2019 due to Medicaid recipients not being able to get appointments scheduled with the other out of county provider due to the ongoing demands. Through the agreement Scenic View can provide transportation services to Medicaid recipients through the Non-Emergent Transportation (NET) Program and for TANF and WIOA recipients who are enrolled in work and training opportunities and working with Ohio Means Jobs. Commissioner Christian-Bennett asked how this is going to affect the TANF. Director

Jeffries indicated that NET is funded through Medicaid Pass through dollars and does not come out of the Portage County JFS operating budget. Director Jeffries will notify Director Townend to prepare the necessary paperwork for Board approval.

**B. Resolutions:**

**RESOLUTION NO. 21-0102      -      RE:    ACCEPTANCE OF CASH DONATIONS  
FROM ORGANIZATIONS, BUSINESSES AND  
PRIVATE DONORS TO SUPPORT THE  
PORTAGE COUNTY JOB AND FAMILY  
SERVICES PRESENTS FOR KIDS  
CAMPAIGN**

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

**WHEREAS,** the Portage County Job & Family Services received a total of \$250.00 in cash donations from organizations, businesses and private donors; and

**WHEREAS,** the two donations totaling \$250.00 were received in the month of December 2020; now therefore be it

**RESOLVED,** that, on behalf of the Portage County Job & Family Services and in accordance with Ohio Revised Code Section 9.20, the Portage County Board of Commissioners accepts the donations in the amount of \$ 250.00 from the following organization, businesses or private donors; and be it further

Donor	Contact (Requirement)	Address	Donation
Jennifer and Robert Larson		445 S. Liberty St. Ravenna, Ohio 44266	\$200
Barbara and Michael Shilling		6241 Streeter Rd. Mantua, Ohio 44255	\$50

**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; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 21-0103 - RE: TRANSFER FROM FUND 1413, WIA FUND  
TO FUND 1410 PUBLIC ASSISTANCE FUND**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline 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 \$94,163.12 for September Adj#4, October Adj#3, November Adj#2, December Adj#1 2020 and January 2021 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

\$ 10,549.65  
\$ 24,687.77  
\$ 35,820.72  
\$ 23,104.98  
\$ -0-

**TO:**

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

\$94,163.12

; and be it further

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

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



deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

**RESOLUTION NO. 21-0104 - RE: TRANSFER FROM FUND 0001, GENERAL FUND TO FUND 1414, CHILD SUPPORT ADMINISTRATION**

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

**WHEREAS,** the Portage County Board of Commissioners has agreed to provide the local match for Child Support IV-D contract payments; and

**WHEREAS,** it is necessary to do a transfer from the General Fund; now therefore be it

**RESOLVED,** that the following transfer of funds be made in the amount of \$29,949.06 for January 2021 IV-D contract payments local match for Juvenile Court November & December 2020, Prosecutor October-December 2020, Clerk of Court October-December 2020 and Sheriff July 2020 services as reviewed and recommended by the Department of Job & Family Services:

**FROM:**

FUND 0001, COUNTY GENERAL FUND

ORGCODE - 00100009

Debit Expense Account

Object: 910000– Transfer Out \$29,949.06

**TO:**

FUND 1414, CHILD SUPPORT ADMINISTRATION

ORGCODE - 14140512

Revenue Account

Object: 280000 – Transfer In

Project NONE \$29,949.06

; and be it further

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

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

Roll call vote as follows:

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

9:29 AM In accordance with the Ohio Rev. Code Ann.121.22(G)(1), it was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline that the Board of Commissioners move into executive session to consider compensation of a public employee. Also present: Job & Family Services Director Jeffries. Roll call vote: Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

9:33 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett seconded by Vicki A. Kline 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.

9:33 AM In accordance with the Ohio Rev. Code Ann.121.22(G)(1), it was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline that the Board of Commissioners move into executive session to consider dismissal of a public employee. Also present: Job & Family Services Director Jeffries. Roll call vote: Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

9:40 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline 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.

9:40 AM In accordance with the Ohio Rev. Code Ann.121.22(G)(1), it was moved by Sabrina Christian-Bennett, seconded by Anthony J. Badalamenti that the Board of Commissioners move into executive session to consider compensation of a public employee. Also present: Job & Family Services Director Jeffries. Roll call vote: Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

9:50 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, seconded by Vicki A. Kline 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.

**DEPARTMENT OF BUDGET & FINANCE**

Present: Director Todd Bragg

- Director Bragg indicated that the Then & Now Certifications are still a bit high but is still typical for this time of the year. There were a couple of high invoices from Water Resources Department and Job & Family Services on the bill run.

**A. Resolutions:**

**RESOLUTION NO. 21-0105      -      RE:    BILLS APPROVED AND CERTIFIED TO THE  
PORTAGE COUNTY AUDITOR FOR  
PAYMENT.**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline 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 February 11, 2021 in the total payment amount of **\$1,540,767.83, including late fees finance charges, interest & penalties amounting to \$117.82 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. 21-0106**

This resolution was omitted. No Health Benefit Wires submitted. This is for numbering purposes only.

**RESOLUTION NO. 21-0107      -      RE:    APPROVAL OF JOURNAL  
VOUCHERS/ENTRIES.**

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline 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:

02/11/21	271	\$1,057.13
02/11/21	353	846.39
02/11/21	355	42,444.79
02/11/21	356	26,355.20
02/11/21	357	5,843.61
02/11/21	378	4,444.36
Total		\$80,991.48

; 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;

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline 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 **\$943,701.98** dated **February 11, 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;

- Director Bragg indicated now that the Budget Commission has met and certified now everyone setting their year ends in particular to the County Engineer's motor vehicle and gas tax.

RESOLUTION NO. 21-0109

RE: AMENDMENT TO THE NON GENERAL FUND  
2021 ANNUAL APPROPRIATION RESOLUTION  
NO 20-0803 ADOPTED DECEMBER 17, 2020

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

**RESOLVED,** that it has become necessary to amend the Non General Fund 2021 Annual Appropriation, from the unappropriated, certified fund balance 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:

		<i>Increase</i>	<i>Decrease</i>
	Certificate Of Title Administr		
<b>Fund:</b> 1001			
500	<b>Clerk of Courts</b>		
	Certificate of Title Admin ME		
10019		3,600	-
	<b>MEMO TOTAL</b>	\$ 3,600	\$ -

Note:

	Kent Muni Ct Projects		
<b>Fund:</b> 1026			
520	<b>Municipal Court</b>		
	Kent Muni Court Proj MS		
10265		5,000	-
	<b>MEMO TOTAL</b>	\$ 5,000	\$ -

Note: upgrade equip at Kent

	Law Library Resources		
<b>Fund:</b> 1081			
908	<b>Law Library Resources Board</b>		
	Law Library Resources Fringes		
10813		23,000	-
	<b>MEMO TOTAL</b>	\$ 23,000	\$ -

Note:

	Election Security Grant		
<b>Fund:</b> 1091			
902	<b>Board Of Elections</b>		
	Elections Security Grant CS		
10914		9,738	-
	Elections Security Grant		

10915

**MEMO TOTAL**

8,094

\$ 17,832

-

\$ -

Note: 2020 EOY

2020 EOY + 2020  
interest

Fund: 1100

Concealed Handgun Licenses

**700 Sheriff's Department**

Concealed Handgun Licenses CS

11004

10,000

-

Concealed Handgun Licenses MS

11005

30,000

-

**MEMO TOTAL**

\$ 40,000

\$ -

Note: Addtl. appr for 2021

Fund: 1112

Sheriff Inmate Commissary

**700 Sheriff's Department**

Sheriff Inmate Commissary CS

11124

40,000

-

**MEMO TOTAL**

\$ 40,000

\$ -

Note: Eqpt. services contract

Fund: 1130

Drug Court HOPE Grant

**590 Adult Probation**

Drug Ct HOPE MS

11305

5,000

-

**MEMO TOTAL**

\$ 5,000

\$ -

Note:

Fund: 1170

Emergency Response LEPC/CERP

**931 Local Emergency Planning Commi**

LEPC / CERP Salary &amp; Fringes

11703

5,750

-

LEPC / CERP CS

11704

5,000

-

LEPC / CERP MS

11705

5,000

-

**MEMO TOTAL**

\$ 15,750

\$ -

Note: INCREASE FOR 2021

	Motor Vehicle And Gas Tax		
<b>Fund:</b>	1201		
	<b>800 Engineer's Department</b>		
	Engineer MVGT Salary&Fringes		
	12013	12,782	-
	Engineer MVGT Materials&Suppli		
	12015	500,000	-
	Engineer MVGT Capital Outlay		
	12016	2,100,000	-
	Engineer MVGT Other Expenses		
	12017	27,570	-
	<b>MEMO TOTAL</b>	<b>\$ 2,640,352</b>	<b>\$ -</b>

Note: BRIMFIELD/MANTU SALARY  
A REIMBURSEMENT INCREASED  
1/1/2021

	CDBG County Formula		
<b>Fund:</b>	1251		
	<b>081 Community Development</b>		
	CDBG Conty Formula CS		
	12514	617,604	-
	<b>MEMO TOTAL</b>	<b>\$ 617,604</b>	<b>\$ -</b>

Note: Set appropriations

	CDBG Critical Infrastructure		
<b>Fund:</b>	1267		
	<b>081 Community Development</b>		
	Critical Infrastructure CS		
	12674	588	-
	<b>MEMO TOTAL</b>	<b>\$ 588</b>	<b>\$ -</b>

Note: Set appropriations

	Prosecutors State Grant		
<b>Fund:</b>	1481		
	<b>300 Prosecutor</b>		
	Pros Victim Assist Misc Expens		
	14819	2,500	-
	<b>MEMO TOTAL</b>	<b>\$ 2,500</b>	<b>\$ -</b>

Note:



	2019 Resurfacing Program		
<b>Fund:</b>	4249		
	<b>800 Engineer's Department</b>		
	2019 Resurfacing Program ME		
	42499	15,059	-
	<b>MEMO TOTAL</b>	<b>\$ 15,059</b>	<b>\$ -</b>

Note: TO BOOK 2020

	Notman Rd Bridge Rplcmt		
<b>Fund:</b>	4250		
	<b>800 Engineer's Department</b>		
	Notman Rd Bridge ME		
	42509	6,130	-
	<b>MEMO TOTAL</b>	<b>\$ 6,130</b>	<b>\$ -</b>

Note: TO BOOK 2020

	Ravenna Rd Bridge Rplcmt		
<b>Fund:</b>	4251		
	<b>800 Engineer's Department</b>		
	Ravenna Rd Bridge Rplcmt CO		
	42516	-	665
	Ravenna Rd Bridge Rplcmt		
	42519	665	-
	<b>MEMO TOTAL</b>	<b>\$ 665</b>	<b>\$ 665</b>

Note:

	Electronic Fingerprinting		
<b>Fund:</b>	6200		
	<b>700 Sheriff's Department</b>		
	Electronic Fingerprinting CS		
	62004	2,000	-
	Electronic Fingerprinting MS		
	62005	10,000	-
	Electronic Fingerprinting CO		
	62006	8,000	-
	<b>MEMO TOTAL</b>	<b>\$ 20,000</b>	<b>\$ -</b>

Note: Addtl approp. for 2021

Cafeteria Benefits Program Pkg

Fund: 7102

018 Human Resources

Cafeteria Benefits Program CS

71024

122,835

-

MEMO TOTAL

\$ 122,835

\$

-

Note:

TOTAL MEMO BALANCE FOR ALL FUNDS

\$ 3,575,915

\$

665

; 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:

Anthony J. Badalamenti, Yea;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

## **B. Journal Entries:**

1. **JOURNAL ENTRY:** The Board of Commissioners authorizes Commissioner Christian-Bennett to sign the Equitable Sharing Agreement, and Certification, FY ending 12/31/2020, as presented by the Portage County Prosecutor.  
**Motion: Commissioner Badalamenti**  
**Seconded: Commissioner Kline**  
All in Favor: Commissioner Kline, Yea; Commissioner Christian-Bennett, Yea;  
Commissioner Badalamenti, Yea;  
**Motion Carries**
2. **JOURNAL ENTRY:** The Board of Commissioners' signature requested on the Satisfaction of Mortgage form for Ravenwood Golf Course of 3861 Lake Rockwell Road, Ravenna, OH 44266 to secure payment of \$75,000.00. The original document will be recorded by Neighborhood Development Services, Inc.  
**Motion: Commissioner Badalamenti**  
**Seconded: Commissioner Kline**  
All in Favor: Commissioner Kline, Yea; Commissioner Christian-Bennett, Yea;  
Commissioner Badalamenti, Yea;  
**Motion Carries**
  - Director Bragg indicated this loan is from 2003.

## **PLEASE ADD TO YOUR AGENDA**

### **Resolutions:**

1. The Board of Commissioners agrees to amend Resolution No. 20-0809 to enter into the first amendment to the Mantua Village, County of Portage Water and Sanitary Sewer System transfer agreement.

Director Bragg indicated that the first bill for the Village of Mantua will be for 3 months, but no surcharge included. Director Bragg indicated the part-time workers are doing good so far; but Joan is on vacation next week. Commissioner Christian-Bennett suggested the part-timers increasing their hours during that period.

**RESOLUTION NO. 21-0115      -      RE:    AMEND RESOLUTION NO 20-809 TO  
ENTER INTO THE FIRST AMENDMENT TO  
THE MANTUA VILLAGE, COUNTY OF  
PORTAGE WATER AND SANITARY SEWER  
SYSTEM TRANSFER AGREEMENT**

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

**WHEREAS,** the Village of Mantua desires to have Portage County own and operate its water and sanitary sewer utilities; and

**WHEREAS,** Portage County Water Resources is duly qualified and able to provide the services required to own and operate the Village of Mantua's water and sanitary sewer utilities; and

**WHEREAS,** the Village of Mantua Council has passed Ordinance 2019-49 and 2020-54 authorizing the transfer of the ownership and responsibility to operate the Village of Mantua's water and sanitary sewer utilities, and authorized by the Portage County Commissioners Resolution 20-0809;

**WHEREAS,** The village of Mantua Council has passed Ordinance 2021-17 entering into the First amendment on the 9th day of February, 2021, now therefore be it

**RESOLVED,** that the Board of Commissioners does hereby agree to enter into the "First Amendment to the Mantua Village, County of Portage Water and Sanitary Sewer System Transfer Agreement", and be it further

**RESOLVED** The following paragraph is added to Section 13.8 of the Agreement:

"Certain elements of formatting of the Agreement are used for convenience of reference only and shall not be deemed to affect the meaning or construction of any of the provisions hereof, including without limitation, i) accuracy of an "Agreement Index" and/or table of contents, ii) presence or absence of the header "Exhibit A" used for legislative purposes, iii) presence or absence of underlining of text in Section 1; iv) presence or absence of underlining of Section headings; v) page numbers and the specific page on which Agreement text may fall; vi) presence or absence of the following text, "42. EMPLOYEE RETENTION – SECTION REMOVED BALANCE RENUMBERED", and vii) presence or absence of a duplicate indefinite article "A" beginning Section 6.3.2. Differences between counterparts of the nature described in this paragraph shall not affect the validity or execution of this Agreement.", and be it further

**RESOLVED,** the following paragraph is added to Section 6.1 of the Agreement:

"Notwithstanding anything to the contrary contained in this Section, the first bill to be issued following the Closing Date to any new, existing or former customer or account of water and/or sewer service within the Village Service Area, and to any new customer or account of water and/or sewer service outside the Village Service Area receiving said service primarily from the Mantua System(s) as identified in Section 5.3 and Section 6.4, may be for such period as the County determines necessary, including a period longer than one month. If such bill covers a period of time prior to the Closing Date, charges for the period of time prior to the Closing Date shall be *for estimated consumption* billed at the then-applicable rates of the Village of Mantua. The County in its discretion may elect to commence the Surcharge Fee charge described in Section 6.3, and its Subsections, on the bill following the first bill issued after the Closing Date. In the event that the County elects to produce an initial bill for

a period longer than one month, the County agrees that late fees will not be applied to any customer's unpaid balance on such initial bill until at least three months after the due date of the bill.", and be it further

**RESOLVED**, all other terms of the Agreement between the Parties shall remain in force and in effect unless otherwise agreed to in this First Amendment. To the extent that any provisions of this First Amendment are inconsistent with any of the provisions set forth in the Agreement, the provisions of this First Amendment shall govern and control, 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 adopted in an open meeting 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; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

Director Bragg recommended to continue holding Tuesday sessions or longer sessions on Thursday to discuss the facility buildings. The Airport Board is moving quicker than expected and is now ready to lay out the process. Commissioner Christian-Bennett asked if the journal entry or resolution ready for the Board to approve for the outstanding invoices for the Airport as discussed Tuesday. Director Bragg said he is waiting on figures from Homer Lucas to get the specific dollar amount. They currently have \$70,000 in invoices plus the real estate tax bills for 2020. Commissioner Christian-Bennett indicated that Mr. Homer did submit a detailed list a few days ago. These invoices need to be processed now. Director Bragg will get draft a resolution for approval today before session ends.

#### **PORTAGE DEVELOPMENT BOARD**

Present: Via Zoom Video – Brad Ehrhart, Portage Development Board President, Diana Fierle, Economic Development Specialist, Tom Wilke, City of Kent, Bridget Susel, City of Kent, Sandra Reid, Davey Tree, Molly Senter, Davey Tree, Christopher Bast, Davey Tree

#### **A. Discussion:**

1. Enterprise Zone Agreement-City of Kent & The Davey Tree Expert Company
  - Molly Senter of Davey Tree indicated that they are proposing an expansion of their facility on North Mantua Street in the City of Kent. Davey Tree is planning to construct a third wing addition of 38,400 square feet onto its Corporate Headquarters building for office space, and an additional 14,000 square feet for a basement. Davey Tree also plans to purchase new furniture and fixtures for an estimate \$1,000,000. The Enterprise Zone Agreement is for the real property only.

- Commissioner Badalamenti ask what is defined as real property. Director Ehrhart indicated that is it the actual addition to the building the structure only.
- Bridget Susel of the City of Kent indicated that the project improvement will receive a ten-year exemption period. The exemption commences the first year for which the real property would first be taxable were that property not exempted from taxation. No exemption will commence after December 31, 2023.
- Commissioner Christian-Bennett ask when the anticipated completion date is. Molly Senter indicated the anticipated construction is 18 months which would be fall 2022 and the renovations would follow. The total project will be 2 years.

**B. Resolution:**

1. The Board of Commissioners agrees to enter into an agreement within the Rural Enterprise Zone of the City of Kent, Ohio with the Davey Tree Expert Company Tax Abatement agreement for Real Property only.

**RESOLUTION NO. 21-0110      -      RE:    ENTER INTO AN AGREEMENT WITHIN THE  
RURAL ENTERPRISE ZONE OF THE CITY  
OF KENT, OHIO WITH THE DAVEY TREE  
EXPERT COMPANY TAX ABATEMENT  
AGREEMENT FOR REAL PROPERTY ONLY**

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

- WHEREAS,**      a Rural Enterprise Zone within the corporate boundaries of the City of Kent was certified by the Ohio Department of Development on November 2, 1992 and amended October 25, 1993; and
- WHEREAS,**      in accordance with Section 5709.63(C) of the Ohio Revised Code, the Portage County Board of Commissioners appointed the City Manager of the City of Kent as Administrator of the Enterprise Zone; and
- WHEREAS,**      in accordance with Section 5709.61 to 5709.63 of the Ohio Revised Code, the City of Kent and the County of Portage must approve all agreements with enterprises wishing to establish, occupy, and renovate or expand businesses within the Zone; and
- WHEREAS,**      the City of Kent is in receipt of an agreement which contains all information required under Rule 122:4-3-02 of the Administrative Code from The Davey Tree Expert Company with its main offices located at 1500 N. Mantua Street, Kent, Ohio 44240, and
- WHEREAS,**      the agreement between the City of Kent, Portage County and The Davey Tree Expert Company is upon the expressed conditions herein and in the

event of any substantial default by any party in the performance of those conditions, this agreement shall terminate, at the option of either party, upon thirty days written notice from the non-defaulting party without correction; now therefore be it

**RESOLVED,** that the Portage County Board of Commissioners does hereby approve the Enterprise Zone Agreement as agreed to by and between the parties herein included; now therefore be it further

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

Roll call vote as follows:

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

Commissioner Christian-Bennett indicated that the Sheriff's Office has cancelled their discussion this morning regarding the vehicle purchase due to a schedule conflict.

### **MISCELLANEOUS ITEMS**

The Board of Commissioners approves the February 4, 2021 regular meeting minutes and the Special Meeting of February 9, 2021.

### **Dog Warden**

#### **A. Resolutions:**

1. The Board of Commissioners agrees to accept the donations to the Office of the Portage County Dog Warden.

**RESOLUTION NO. 21-0112      -      RE:    ACCEPTANCE OF DONATIONS TO THE  
OFFICE OF THE PORTAGE COUNTY DOG  
WARDEN.**

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

**WHEREAS,** the Portage County Dog Warden received a donation from the following for the Spay/ Neuter / Medical fund program:

Name	Address	
Lynda Novak	7657 Cooley Rd. Ravenna Oh 44266	\$50
Cynthia DiCintio	1570 Congress Lake Rd Mogadore Oh 44260	\$15
Robert & La Ree Munger	5203 St Rt 14 Ravenna Oh 44266	\$10
Diane parr	3022 St Rt 59 Lot E-32 Ravenna Oh 44266	\$25
Janice Bayley	5423 Fairhill Dr Ravenna Oh 44266	\$25
William & Sandra Huber	727 E. Spruce St Ravenna Oh 44266	\$50
Charles & Judith Femec	5852 Rhodes Rd Kent Oh 44240	\$35
Richard & Jennifer Salzer	3277 Cook Rd Atwater Oh 44201	\$20
Marti Long	5725 Goodell Rd Mantua Oh 44255	\$20
Eric & Jennifer Corwin	3686 Strawberry Hill Rootstown Oh 44272	\$50
Russell & Lorrie Beavers	527 Kehner Rd Mogadore Oh 44260	\$20
Mary Beth Condos	3240 Brady Lake Rd Ravenna Oh 44266	\$25
Richard Hass	130 N. Pearl St Kent Oh 44240	\$30
Laurinda Taylor	7287 Bristol Cir Ravenna Oh 44266	\$10
Avonlea Wensel	12943 St Rt 282 Garrettsville Oh 44231	\$20
Tracy Covey	11848 Mumford Rd Garrettsville Oh 44231	\$20
Tracy & Tina Alarcon	2860 St Rt 225 Diamond Oh 44412	\$50
Gail Oviatt	1294 Carol Dr Kent Oh 44240	\$20
Denny & Susan Porter	1331 Kennedy Rd Streetsboro Oh 44241	\$50
Judith Zala	9839 St Rt 43 Streetsboro Oh 44241	\$20
Pamela Gardner	2056 Cisar Dr. Streetsboro, Oh 44241	\$30
Juanita & David Freilich	3506 Sunnybrook Rd Kent Oh 44266	\$15
Jon & Marjorie Poda	165 Woodsdale Dr Mogadore, Oh 44260	\$25
Machelle Dye	9948 Beldon Dr Windham Oh 44288	\$15
Marvin & Mary Casler	478 W. Grant St Kent Oh 44240	\$12
David Hughes	1520 St Rt 183 Atwater Oh 44201	\$5
Bonnie Cole	5015 Cline Rd Kent Oh 44240	\$10
Deborah Hall	84 New Hudson Rd Aurora Oh 44202	\$100
Victoria Kibler	3181 Larchmont Ave Warren Oh 44483	\$25
Patrick Scarl	2666 St Rt 82 Aurora Oh 44202	\$5
Mary Jane Reed	739 N. Chestnut St Ravenna Oh 44266	\$25
Rebecca & Robert Bailey	965 Bryce Ave Aurora Oh 44202	\$10
Elizabeth Krowlie	P.O. Box 67 Middlefield Oh 44062	\$25
William Massman	1385 Cecil Dr Streetsboro Oh 44241	\$25
Calah Anderson	1500 Evergreen Dr Streetsboro Oh 44241	\$50



Marilyn Wright	P.O. Box 125 Mogadore Oh 44260	\$100
Beth Wunderlich	5869 Rhodes Rd Kent Oh 44240	\$1,000
Stephen & Delinda Finkel	3852 Poplar Ln Kent Oh 44240	\$100
Rachel Schindler	12119 Mantua Center Rd Mantua Oh 44255	\$100
Steven & Shawna Fraelich	2508 Beaver Ridge Tr Mogadore Oh 44260	\$10
Vicki Richardson	408 Hutchison Dr Mogadore Oh 44260	\$25
Luda Leontieva	1320 Sunset Way Blvd Kent Oh 44240	\$30
Jeannie Jamerson	8733 Limeridge Rd Ravenna Oh 44266	\$5
Dan Poling	120 W Elm St Kent Oh 44240	\$20

; now therefore, be it

**RESOLVED,** the Board of Portage County Commissioners does hereby accept this donation in accordance with Resolution No. 13-1011, adopted on October 3, 2013, on behalf of the Office of the Portage County Dog Warden; 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; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

## **Homeland Security & Emergency Management**

### **A. Resolutions:**

1. The Board of Commissioners agrees to appoint Anthony J. Badalamenti to the Portage County Local Emergency Planning Committee (LEPC).

**RESOLUTION NO. 21-0113 - RE: RECOMMENDATION FOR APPOINTMENT TO THE PORTAGE COUNTY LOCAL EMERGENCY PLANNING COMMITTEE (LEPC).**

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

- WHEREAS,** Ohio Revised Code section 3750.03 designates Local Emergency Planning Districts to prepare and implement district chemical emergency response and preparedness plans; and
- WHEREAS,** ORC 3750.03 describes the required member organizations or groups to be represented on the Local Emergency Planning Committee (LEPC) of each emergency planning district; and
- WHEREAS,** the State Emergency Response Commission, which is under the Ohio EPA, shall appoint the members from formal nominations submitted by the Portage County Board of Commissioners to serve on the Portage County Local Emergency Planning Committee for a two-year term; and
- WHEREAS,** by Resolution 19-0438, the Portage County Board of Commissioners made recommendations to the SERC for the term beginning August 17, 2019 and ending August 16, 2021; and
- WHEREAS,** it is necessary to add a member to the Portage County Local Emergency Planning Committee (LEPC); and
- WHEREAS,** the Portage County LEPC has recommended to the Board of Commissioners that the member listing be updated as follows; now, therefore, be it
- RESOLVED,** that the Board of Commissioners does hereby recommend the following member to serve on the Portage County LEPC for the current term ending August 16, 2021:
- |  |                         |
|--|-------------------------|
| <i>Name:</i>                               | <i>Representing:</i>    |
| <i>Commissioner Anthony J. Badalamenti</i> | <i>Elected Official</i> |
- ; and be it further
- RESOLVED,** that all applications for appointment to the Portage County LEPC will be forwarded by Emergency Management Office staff to the State Emergency Response Commission (SERC); P.O. Box 1049; Columbus Ohio 43216-1049; 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;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

**Water Resources**

**A. Resolutions:**

1. The Board of Commissioners approves a request from Frederick & Debra Lauck for installment payments of connection charges for connections to the Sanitary Sewerage System in the Portage County Regional Sewer District and establishing the terms and conditions of the same.

**RESOLUTION NO. 21-0114      -      RE:    APPROVING A REQUEST FOR  
INSTALLMENT PAYMENTS OF  
CONNECTION CHARGES FOR  
CONNECTIONS TO THE SANITARY  
SEWERAGE SYSTEM IN THE PORTAGE  
COUNTY REGIONAL SEWER DISTRICT AND  
ESTABLISHING THE TERMS AND  
CONDITIONS OF THE SAME.**

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

**WHEREAS**, this Board by Resolution No. 12-1138, adopted December 18, 2012, has established connection charges for connection to the sanitary sewerage system in the Portage County Regional Sewer District and has provided therein that the applicant in order to purchase a permit for such connection may submit a written request to the Board requesting that such connection charges be paid in installments; and

**WHEREAS**, the following named applicant, being the (OWNERS) of the property hereafter described applied for a sanitary sewer permit and has now requested in writing the option of paying the sewer connection charges, applicable to the following described property, in installments; and

Applicant: Frederick R. Lauck & Debra A. Lauck (OWNERS)  
Service Address: 4855 Loraine Drive  
Kent, OH 44240

Parcel Number: 04-017-10-00-015-000

Property Description: Situated in the Township of Brimfield, County of Portage, and State of Ohio: And known as being all of Lot #43 in Oakwood Acres Subdivision, as recorded in Volume 11, Page 16 of Portage County Record of Plats, Instrument Number

200623742 of the Portage County Records; prior instrument number Book 456, Page 954 which description is hereby incorporated herein.

**WHEREAS**, this Board, on the basis of all relevant facts and circumstances, hereby determines that the granting of such request would be equitable pursuant to the following terms and conditions that are determined to be fair and appropriate; now therefore be it

**RESOLVED**, that this Board agrees to accept the request of the above named OWNERS for installment payments of the sewer connection charges established pursuant to Resolution No. 12-1138, adopted December 18, 2012, with respect to the property described in this Resolution and is hereby approved subject to the following terms and conditions.

- A. The total amount of such connection charges to be financed is \$5,580.00.
- B. The connection charges shall be payable in 100 quarterly installments beginning with the first sanitary sewer billing after completion of this agreement, unless pursuant to Paragraph H of this section, the OWNERS are delinquent twice in consecutive quarters on paying quarterly installments and carrying charge thereon, at which time the total unpaid balance of such connection charges shall be deemed an additional installment then due and owing in that quarter.
- C. A carrying charge shall be paid equal to 0.84% percent per annum (based on  $\frac{1}{2}$  of the Ohio Water Development Authority for the month of February 2021, for owner occupied homes), on the unpaid balance of the total connection charges due and owing computed from the date of the payment of the preceding quarterly installment.
- D. The quarterly installment and the carrying charges thereon shall be included as separate quarterly bills.
- E. In the event any installment or the carrying charge thereon are not paid within 21 days after the quarterly billing date, a penalty of ten (10) percent of the amount then due and owing shall be charged.
- F. The OWNERS, prior to the issuance of the permit, may be required by the Board to give security, which may include the requirement of a surety Bond sufficient to assure the payment of all such installments.
- G. The OWNERS or successors, in title to the property (SUCCESSOR), at their option may, at any time, make payment of the unpaid balance of the connection charges and carrying charges provided for herein, provided that if such prepayment option is elected, the carrying charges provided for herein

shall be computed and paid only to the date of payment of the unpaid balance.

H. In the event the OWNERS or SUCCESSOR are delinquent twice in consecutive quarters on paying quarterly installments and the carrying charge thereon, the Board may by notice in writing to the OWNERS or SUCCESSOR, declare the unpaid balance of the connection charges to be due and payable immediately as an additional installment then due and owing in that quarter and upon such declaration such installment shall become due and payable, provided that the OWNERS or SUCCESSOR, may cure such default and acceleration of the additional installment by paying, within 15 days of such carrying charges thereon together with the penalty applicable thereto. Such written notice shall be given to the OWNERS or SUCCESSOR, by registered or certified mail, postage prepaid at the address set forth in the following approval of terms and conditions. It shall be the obligation of the OWNERS or SUCCESSOR to notify the Sanitary Engineer of any difference of address to which such notice shall be sent. In the event such default is not cured by such payment within the specified period, the installments which are delinquent, together with any unpaid carrying charges and penalty and the balance of the connection charges, all of which are due and payable by reason of such declaration, shall be certified by this Board to the County Auditor who shall place the same upon the real property tax list and duplicate against the property served by such connection and such charge shall be a lien on such property from the date the same are placed on the real property tax list and duplicate by the Auditor and shall be collected in the same manner as other taxes; and be it further

**RESOLVED**, the Sanitary Engineer acting on behalf of the Board, is hereby authorized and directed to certify to the County Auditor such information as will identify the parcel of property to be served by the connection to be paid in installments pursuant to this resolution, the total amount of the connection charges to be paid in installments, the amount of each installment and the total number of installments to be paid. The County Auditor shall record such information in the sewer improvement record provided for in Section 6117.33, Ohio Revised Code, for the Sewer District, and maintain such record until the connection charges are paid in full; and be it further

**RESOLVED**, the Sanitary Engineer shall present a certified copy of this Resolution to the OWNERS referred to herein. The OWNERS shall execute thereon an endorsement that the terms and conditions set forth in the resolution are satisfactory to the OWNERS and that the resolution and the terms and conditions thereof, constitute an agreement between the OWNERS and the County. Upon the execution by the OWNERS of the approval of such terms and conditions, the OWNERS can execute an affidavit pursuant to Section 5301.252, Ohio Revised Code, for recording pursuant to Section 317.08, Ohio Revised Code, with respect to the right of Portage County to acquire a lien

against the above described property in the event of the failure of the OWNERS or SUCCESSOR, to pay when due as provided herein. Such affidavit shall, among other things, identify the property to which such lien may attach and shall have attached to it a true and correct copy of this Resolution, including the approval of the terms and conditions by the OWNERS and such County. Upon the receipt of the Resolution with such endorsement executed by the OWNERS and the execution of such affidavit, the Sanitary Engineer is authorized to issue to the OWNERS the permit provided for in Section 1402 of Resolution No. 12-1138; and be it further

**RESOLVED**, that the Clerk of this Board is hereby directed to file a certified copy of this resolution with the Auditor of this County for recording pursuant to Section 319.61, Ohio Revised Code. In the event the Board declares the unpaid balance to be due and payable pursuant Paragraph H of this Resolution and the default is not cured, a certified copy of the Resolution providing for the acceleration of the unpaid balance shall so be certified to the County Auditor for recording pursuant to such section; and be it further

**RESOLVED**, Permits issued after this date shall be governed by the current rate resolution in effect at the time of purchase; and be it further

**RESOLVED**, it is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were taken in an open meeting of this Board and that all deliberations of this Board, and that all deliberations of this Board and of any of its committees 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;                      Vicki A. Kline, Yea;                      Sabrina Christian-Bennett, Yea;

Recessed: 10:21 AM

Reconvened: 10:32 AM

### **HUMAN RESOURCES**

Present: Director Janet Kovick and Director Dave McIntyre

#### **A. Discussion:**

##### **1. Dog Warden CBA 1/1/2021-12/31/2023**

- Director Kovick reported their negotiations with the Dog Warden went very smoothly. Director McIntyre was very impressed with Mr. Wilkins and they have concluded their negotiations several months ago. Director McIntyre indicated that Mr. Wilkins updated a lot of verbiage in the agreement, just typical housekeeping items. Director

Kovick indicated the 1½% increase is included in the agreement. Director McIntyre indicated that there is a one-year wage reopener.

**B. Resolutions:**

1. The Board of Commissioners agrees to accept and enter into a corrected successor collective bargaining agreement between the Portage County Board of Commissioners and the Teamsters Local Union No. 436 concerning employees in the Portage County Dog Warden.

**RESOLUTION No. 21-0111       -       RE:    ACCEPT AND ENTER INTO A  
SUCCESSOR COLLECTIVE BARGAINING  
AGREEMENT BETWEEN THE PORTAGE  
COUNTY BOARD OF COMMISSIONERS  
AND THE TEAMSTERS LOCAL UNION NO.  
436 CONCERNING EMPLOYEES IN THE  
PORTAGE COUNTY DOG WARDEN**

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

**WHEREAS**, the Collective Bargaining Agreement between the Portage County Commissioners and the Teamsters Local Union No. 436 concerning employees in the Portage County Dog Warden expired on December 31, 2020; now therefore be it

**RESOLVED**, that the Board of Portage County Commissioners does hereby accept and agree to enter into a Successor Collective Bargaining Agreement between the Portage County Commissioners and the Teamsters Local Union No. 436 as negotiated and accepted by vote of the Bargaining Unit and be it further

**RESOLVED**, that this agreement shall be effective January 1, 2021 and shall continue in full force and effect through December 31, 2023; 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;       Vicki A. Kline, Yea;       Sabrina Christian-Bennett, Yea;

**B. Journal Entries:**

1. **JOURNAL ENTRY:** The Board of Commissioners agree to authorize the full time hire of Samantha Shields as a Social Service Worker 3, replacing the position previously held by Jennifer McCormick, for Portage County Job & Family Services. Anticipated start date is March 8, 2021. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment testing.

**Motion:** Commissioner Badalamenti

**Seconded:** Commissioner Kline

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 full time hire of Kelly Ward as a Social Service Worker 3, replacing the position previously held by Joi Twyman, for Portage County Job & Family Services. Anticipated start date is February 22, 2021. The Board of Commissioners agree that this hire is contingent upon the applicant passing the required pre-employment testing.

**Motion:** Commissioner Badalamenti

**Seconded:** Commissioner Kline

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

**Motion Carries**

Recessed: 10:39 AM

Reconvened: 11:02 AM

### PUBLIC COMMENT

Frank Hairston and Mark Frisone were present to discuss the King Kennedy gymnasium project.

Mr. Frisone asked what the first step is to begin the process of the project. Commissioner Christian-Bennett apologizes that the project is on hold; she spoke to Stacy at Neighborhood Development Services and she said they have the application for the project. The deadline is the end of February to submit applications; the review process will begin in March. Commissioner Badalamenti asked if there was a sense of urgency for the project. These sorts of projects do not typically begin until spring. Mr. Hairston said they also received State funding and they say we need to get moving on the project. Mr. Frisone said the State granted the funding approximately 2 years ago and they are asking the status of the project. Commissioner Christian-Bennett said Stacy of NDS has reviewed the application and the project meets all the criteria. Stacy will be reaching out to either Mr. Frisone or Mr. Hairston to review the application. Mr. Hairston asked if there are other people in the process; is there a chance that the project will not be chosen. Commissioner Christian-Bennett indicated that NDS has reviewed the application it appears to meet all the criteria. Mr. Frisone said at this point the Board can not promise anything. Commissioner Kline said we have not always followed the process; Commissioner Kline stated that the RLF funds were used to pay for signage for Main Street Ravenna Design. Christian-Bennett indicated that Commissioner's Other funds were



**PORTAGE COUNTY REGIONAL AIRPORT AUTHORITY**  
**Invoices Presented for Payment - January 20, 2021**

21-0116

**GENERAL FUND - CHECKING ACCOUNT**

	Pay?		
	Yes	No/	Hold
01/20/21 Chinn, Robert and Robert (Hangar Acquisition) 110 of 156	2,589.23	x	
01/20/21 Ohio Edison Runway Lights	174.68	x	
01/20/21 Ohio Edison Hangars ABD	137.10	x	
01/20/21 Ohio Edison Fuel Farm	57.22	x	
01/20/21 Ohio Edison Hangar 2	71.63	x	
01/20/21 Ohio Edison Field Lights	86.00	x	
01/20/21 AT&T AWOS Telephone	63.57	x	
01/20/21 Knox Energy, Gas Hangar 1 and 2	22.14	x	
01/20/21 Portage Flight Center, National Fence Rental Dec	110.04	x	
01/20/21 QTPod - Upgrade M4000 Fuel Card Reader System, Monthly Fee Jan	629.13	x	
01/20/21 All Phase Service Company - AWOS repair, decking to support lift	295.69	x	
01/20/21 All Phase Service Company - Replace lamps in AWOS Tower; replace beacon contactor and anemometer	3,164.70	x	
01/20/21 All Phase Service Company - Replace PCR Series Tower Obstruction Lighting Photo Contactor	875.12	x	
01/20/21 All Phase Service Company - Install E Stop Button for gas pump	1,960.31	x	
01/20/21 Portage Flight Center, Snow Plow 5hrs/Large truck; 6 hrs/small truck	1,260.00	x	
01/20/21 Coia Sales (tractor skid shoes, cutting blades)	1,486.00	x	
01/20/21 Harris & Leach - Replacement of AWOS Processor Board; exchange of wind anemometer	2,175.00	x	
01/20/21 Ohio Aviation Association - 2021 Membership	550.00	x	
01/20/21 Treasurer of State - Inspection of new fuel tank	100.00	x	
01/20/21 Akron Tractor and Equipment (repair to Board's tractor)	8,241.84	x	
01/20/21 Mather Construction - Reissue of Check for Hangar D repair			
01/20/21 Donna Reckner dba Bruce W. McClelland Insurance (Sec bond 2021- \$20,000	160.00	x	
01/20/21 Bob Krister - electrical motor - hangar door	141.56	x	
01/20/21 Karen Stacko Dec payroll (45 hrs. gross 900.00)	788.36	x	
01/20/21 Karen Stacko office Quickbooks fee Jan	42.90	x	
01/20/21 OPERS Employer ( Stacko 126.00; Cutright 127.68)	253.68	x	
01/20/21 OPERS Employee Stacko 90.00; Murray 0.00) ; Cutright 91.20 )	181.20	x	
01/20/21 Troy Cutright, Groundskeeper, @16.00 (Gross: \$ 912 (57 hours)	798.99	x	
01/20/21 Troy Cutright, Groundskeeper, snow shovel	19.29	x	
01/20/21 Kustom Fence Co Inc - Service Call Gate; No issues found.	150.00	x	
01/20/21 10% match for payment to CHA for Obstruction Survey invoice \$8,953.95	895.39	x	
Adding payments encumbered at effective month, but released quarterly.			
01/20/21 US Treasury Employer Medicare Dec ( Stacko 13.05; Cutright 13.22 )	26.27	x	
01/20/21 US Treasury Employee Medicare Dec (Stacko 13.05; Cutright )	26.27	x	
01/20/21 State of Ohio Dept Taxation State Withholding Dec (Stacko 8.59; Cutright)	17.18	x	
01/13/21 US Treasury Federal Withholding Dec Stacko 0.00 ; Cutright 0.00 )	0.00		
01/20/21 Total Tank Works LLC - Installation of new tank 21,823.84	21,823.84	x	
01/20/21 Hartong Electric: Reil Lighting Repair 6,897.55	6,897.55	x	
01/20/21 Hartong Electric: Taxiway Lighting Repair (no date given) 1,997.93	1,997.93	x	
01/20/21 Hartong Electric: Board Hangar 2 & Obstruction Lighting 2017 1,328.82	1,328.82	x	
01/20/21 Stanwade Metal Products (Jet A Tank) partial payment due 16,899.21	16,899.21	x	
01/20/21 General Crane additional Rental Balance due 2,182.50	2,182.50	x	

used, not RLF. Director Bragg verified that Commissioner Other funds were used, and no exception was made for the RLF. CDBG funds are every other year. At times, the same people were always getting funded each year. That is why the process was established. Mr. Frisone encourages the Board to consider their application. They have had their application submitted for months.

Director Bragg presented the Board the Regional Airport loan resolution for existing past due invoices and the first half of the 2020 real estate taxes.

**RESOLUTION NO. 21-0116        -        RE:    LOAN - FROM FUND 001 GENERAL FUND  
TO PORTAGE COUNTY REGIONAL  
AIRPORT AUTHORITY FOR THE PURPOSE  
PAYING EXISTING PAST DUE BILLS, PLUS  
THE FIRST HALF 2020 TAXES**

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

- WHEREAS,**            Portage County Regional Airport Authority is in need of funding to pay existing bills in excess of their cash balance, and
- WHEREAS,**            the Portage County Board of County Commissioners consolidated several loans extended to the Portage County Regional Airport Authority, modified that loan for repair to a broken fuel tank in 2019 and now wishes to amend it again to give the Airport Authority the ability to pay current invoices in addition to the first half 2020 taxes, now therefore be it
- RESOLVED,**            that an additional \$97,822.36 be added to the loan, and a check for \$97,822.36 be issued to the Portage County Regional Airport Authority for the purposes of paying the invoices in the attached list along with the first half 2020 property taxes. This amount shall be added to the balance of the current loan, and shall accrue interest on the remaining balance, calculated annually based on the average interest rate earned on the County's portfolio, as determined by the County Treasurer, until such time as the balance is paid in full; 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 vote as follows:

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

**SHERIFF'S DEPARTMENT & CLEMANS, NELSON & ASSOCIATES**

Present: Major Larry Limbert and Attorney Michael Esposito, Clemans, Nelson & Associates, Human Resources Director, Janet Kovick and Budget & Finance Director Todd Bragg

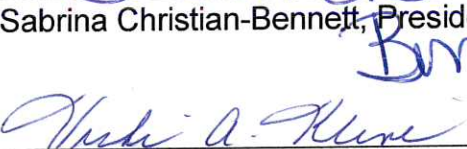
The Board of Commissioners agreed to meet with Attorney Michael Esposito of Clemans, Nelson & Associates. Attorney Esposito indicated that the Sheriff approached him to represent them for their union negotiations. He is familiar with labor negotiations and the frame structure. He has been at Clemans, Nelson since 2002. Attorney Esposito spoke to Chris Meduri and has also work with the former Chief Prosecutor Denise Smith. Their office does everything that is related to HR and represents a lot of other sheriff's departments in the area such as Lorain and Wayne Counties. Commissioner Kline asked if there is staff available to do the minimal research. Attorney Esposito they do have staff to do the research at no charge. Attorney Esposito indicated that there are free telephone consultations. Commissioner Christian-Bennett indicated that if this is the route we decided to approve; we would be extensively involved. Our HR Director Janet Kovick would attend all negotiation meetings and the Board of Commissioners set the perimeters for salaries. The policy side would come from the Sheriff. Attorney Esposito fully understands.

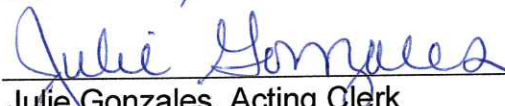
**Motion:** by Commissioner Christian-Bennett, seconded by Commissioner Badalamenti that the Board adjourn the Meeting of **February 11, 2021 at 11:53 AM.**  
**All in Favor:** Commissioner Christian-Bennett, Yea; Commissioner Badalamenti, Yea; Commissioner Kline, Yea;  
**Motion Carries**

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of February 11, 2021.

  
 Sabrina Christian-Bennett, President

  
 Anthony J. Badalamenti, Vice President

  
 Vicki A. Kline, Board Member

  
 Julie Gonzales, Acting Clerk