



Portage County Board of Commissioners
Meeting Minutes

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

Amy Hutchinson, Clerk
330-297-3600

Thursday, June 24, 2021

9:00 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	Absent

Also attending throughout the day County Administrator County Administrator Michelle Crombie, Diane Smith, Barb Tittle, Ed Dean, and Brian Ames

INTERNAL SERVICES

Present: JoAnn Townend

Resolutions:

1. The Board of Commissioners agrees to amend Resolution No. 21-0369, adopted May 20, 2021 to declare obsolete and dispose of Portage County personal property located at the Portage County Board of Developmental Disabilities./21-0460
2. The Board of Commissioners approves the specifications and set the proposal date for Prevention, Retention & Contingency (PRC) Services for the Portage County Department of Job & Family Services./21-0461
3. The Board of Commissioners agrees to declare the necessity to lease three (3) vehicles for use by the Portage County Sheriff's Department./21-0462
 - These Vehicles were located on site at a lot and will be held until Friday. There are an additional 15 the County is still waiting for that should arrive sometime in August. These (3) vehicles will be removed from next year's count.

*Recessed 9:01 AM into Solid Waste Management District Meeting
Reconvened 9:11 AM

Discussion:

1. Station 30

Commissioner Badalamenti asked if the new roof has been installed at Station 30 and Director Townend will check with Shannon. Commissioner Badalamenti suggests Director Townend compile a list of items that have been approved and completed. Commissioner Badalamenti asked if funding comes from the General Fund or the Maintenance fund for this type of project and Director Townend noted it depends whether the Maintenance budget has enough funding as some of the larger projects are put into a special General Fund category earmarked specifically for that project.

Director Townend noted the Requests for Proposals for Qualification Statements for architects and engineers to provide assistance with the larger projects have been received and the Board agreed to review the requests and then decide who to interviews. Director Townend will provide her recommendation and the proposals for Board review today.

HUMAN RESOURCES

Present: Director Janet Kovick

Discussion:

1. Juneteenth Holiday

Governor DeWine declared June 19th (Juneteenth) as a recognized holiday for County employees and Director Kovick provided the following recommendations for this year since the date has already passed: (1) Extend a current holiday weekend (ie. add July 2nd to the July 4th holiday) or (2) A floating holiday expiring December 31, 2021. The Board liked the idea of a floating holiday for this year and noted June 19th should be added to the Personnel Manual and Holiday Observation Resolution thereafter in recognition of Juneteenth.

Director Kovick explained union employees and the Collective Bargaining Agreements have specifications about holidays and she's been in contact with them to discuss what will happen after today's meeting. The Board agreed the holiday is extended to all employees and Director Kovick will work with the unions to create an additional Memorandum of Understanding to the contract for this year's floating holiday.

2. Revised BOC Clerk Job Description

The Clerk's job description has been revised to update the current job duties. The Clerk has been doing the job duties prior to 2018 when Clemans Nelson did the wage survey. County Administrator Michelle Crombie noted the Clerk has been performing the job duties for 9 years and the factoring was based on the previous job description that did not include many of the current duties. After refactoring the position, the pay grade moved from pay grade 7 to pay grade 10.

9:25 AM In accordance with the Ohio Revised Code 121.22(G)(1), it was moved by Anthony J. Badalamenti, seconded by Sabrina Christian-Bennett that the Board of Commissioners move into executive session to consider the compensation of a public employee. Also present:

Human Resources Director Janet Kovick and County Administrator Michelle Crombie. Roll call vote: Anthony J. Badalamenti, Yea; Vicki A. Kline, Absent; Sabrina Christian-Bennett, Yea;

9:32 AM Upon conclusion of the above referenced discussion, it was moved by Anthony J. Badalamenti, seconded by Sabrina Christian-Bennett that the Board of Commissioners move out of executive session. Roll call vote: Anthony J. Badalamenti, Yea; Vicki A. Kline, Absent; Sabrina Christian-Bennett, Yea;

After exiting executive session, the Board took no action.

Journal Entries:

1. The Board of Commissioners accepted the resignation of Kimberly McClendon, Public Information Officer for Portage County Job & Family Services, effective August 24, 2021.
Motion: Commissioner Badalamenti
Seconded: Commissioner Christian-Bennett
All in Favor: Commissioner Badalamenti, Yea; Commissioner Christian-Bennett, Yea;
Absent: Commissioner Kline;
Motion Carries
2. The Board of Commissioners authorized the two-week external posting of the full time Public Information Officer, replacing Kimberly McClendon for Portage County Job & Family Services.
Motion: Commissioner Badalamenti
Seconded: Commissioner Christian-Bennett
All in Favor: Commissioner Badalamenti, Yea; Commissioner Christian-Bennett, Yea;
Absent: Commissioner Kline;
Motion Carries
3. The Board of Commissioners approved the revised Social Service Worker 3 – Group Home job description for Portage County Job & Family Services.
Motion: Commissioner Badalamenti
Seconded: Commissioner Christian-Bennett
All in Favor: Commissioner Badalamenti, Yea; Commissioner Christian-Bennett, Yea;
Absent: Commissioner Kline;
Motion Carries
4. The Board of Commissioners approved the revised Social Service Worker 3 – part time Group Home job description for Portage County Job & Family Services.
Motion: Commissioner Badalamenti
Seconded: Commissioner Christian-Bennett
All in Favor: Commissioner Badalamenti, Yea; Commissioner Christian-Bennett, Yea;
Absent: Commissioner Kline;
Motion Carries

5. The Board of Commissioners accepted the resignation of Caleb Prange, Social Service Worker 3 – Group Home for Portage County Job & Family Services, effective July 9, 2021.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

6. The Board of Commissioners authorized the three-day internal posting of the full time Social Service Worker 3 – Group Home, replacing Caleb Prange for Portage County Job & Family Services with external posting if no internal appointment is made.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

7. The Board of Commissioners accepted the retirement notice from Paula Baker, Investigator 2, for Portage County Job & Family Services, effective October 29, 2021.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

8. The Board of Commissioners authorized the three-day internal posting of the full time Investigator 2, replacing Paula Baker for Portage County Job & Family Services with external posting if no internal appointment is made.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

9. The Board of Commissioners approved the revised Procurement Manager job description for Portage County Internal Services.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

10. The Board of Commissioners authorized the two-week internal posting of the full time Procurement Manager, replacing Michelle Crombie for Portage County Internal Services with external posting if no internal appointment is made.
Motion: Commissioner Badalamenti
Seconded: Commissioner Christian-Bennett
All in Favor: Commissioner Badalamenti, Yea; Commissioner Christian-Bennett, Yea;
Absent: Commissioner Kline;
Motion Carries
11. The Board of Commissioners approved the revised Commissioners' Clerk job description for Portage County Board of Commissioners' Office.
Motion: Commissioner Badalamenti
Seconded: Commissioner Christian-Bennett
All in Favor: Commissioner Badalamenti, Yea; Commissioner Christian-Bennett, Yea;
Absent: Commissioner Kline;
Motion Carries
12. The Board of Commissioners authorized the full time hire of Paul Wilson as a Director, replacing the position previously held by Eugene Roberts, for Portage County Water Resources. Anticipated start date is July 19, 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 Christian-Bennett
All in Favor: Commissioner Badalamenti, Yea; Commissioner Christian-Bennett, Yea;
Absent: Commissioner Kline;
Motion Carries
13. The Board of Commissioners authorized the part-time hire of Edwin Wiland, Part-Time Deputy Dog Warden, replacing the full-time position previously held by Anthony Burrell, for Portage County Dog Warden. Anticipated start date is July 6, 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 Christian-Bennett
All in Favor: Commissioner Badalamenti, Yea; Commissioner Christian-Bennett, Yea;
Absent: Commissioner Kline;
Motion Carries

DEPARTMENT OF BUDGET & FINANCE

Present: Interim Director Dave Lair and Director Joe Harris

Resolutions:

1. The Board of Commissioners approved the Thursday, June 24, 2021 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget and Financial Management./21-0463
2. The Board of Commissioners approved the Thursday, June 24, 2021 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget and Financial Management./21-0464
3. The Board of Commissioners approved the Thursday, June 24, 2021 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget and Financial Management./21-0465
4. The Board of Commissioners approved the Thursday, June 24, 2021 Then & Now Certification, as presented by the County Auditor and reviewed by the Department of Budget and Financial Management./21-0466
5. The Board of Commissioners agrees to amend the General Fund 2021 Annual Appropriation Resolution No. 20-0802, adopted December 17, 2020./21-0467
6. The Board of Commissioners agrees to amend the Non General Fund 2021 Annual Appropriation Resolution No. 20-0803, adopted December 17, 2020./21-0468
7. The Board of Commissioners approved the Thursday, June 24, 2021 wire transfer for OPWC and OWDA, as presented by the County Auditor and reviewed by the Department of Budget and Financial Management./21-0471

Commissioner Christian-Bennett asked Interim Director Lair to complete the memo section of the Resolution as it's helpful for the Board to know if there's questions at a later time.

Journal Entries:

1. The Board of Commissioners acknowledged receipt of the FY2022 Proposed Tax Budgets for the following: Solid Waste Management District, the District Library, the Library Consortium and the County.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

JOB AND FAMILY SERVICES

Present: Director Kellijo Jeffries and Sue Brannon, Budget & Finance Administrator Job and Family Services

Discussion:

1. Contract Amendments (Emerald and James A. Shrewsberry)

Emerald Transportation

Emerald Transportation provides shuttle and door to door 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. NET is funded through Medicaid Pass through dollars and does not come out of the Portage County Job and Family Services' operating budget. Due to transportation insecurity in Portage County, a recent increase in demand due to individuals transitioning back into services as well as a review of incoming invoices for April 2021, it was found by the Job and Family Services Accountant, that the transportation contract with Emerald ending April 30, 2021 needs amended by \$20,679 to meet the service obligations through April 30, 2021.

Group Home Lease Amendment/Future Lease

The initial two-year lease that was established with the Revocable Trust of James A. Shrewsberry is coming to an end August 31, 2021. The Job and Family Services Accountant completed a desk review of this contract recently and found that the original established lease amount was not calculated correctly (excluded deposit amount in total contract amount) and an increase of funds in the amount of \$2,500 is needed to cover August 2021. Additionally, a new resolution/contract will be brought to the Board of Commissioners in the near future seeking a renewed two-year lease contract for the Portage County Job and Family Services Group Home.

The actual resolutions and contracts to pass associated with these changes will be brought to the Board's attention via County Administration.

2. Amendment of Group Home Job Descriptions

The job descriptions were approved during the Human Resources portion of today's meeting. Director Jeffries noted the union was also in support of the action.

3. AFSCME 1696 Contract Update

Job and Family Services successfully completed all 4 sessions of interest based bargaining last week and they will be voting on the contract in about a week. Director Jeffries will bring this item back in July for review and signature by the Board.

Resolutions:

1. Transfer from Fund 1415, Child Welfare Special Levy Fund to Fund 1410 Public Assistance Fund./21-0469

Recess: 9:48 AM
Reconvene: 10:01 AM

BOARD OF BUILDING APPEALS CANDIDATE – Michelle Hershberger (Builder)

10:02 AM In accordance with the Ohio Revised Code 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 the appointment of a public official. Also present: Commissioners, County Administrator Michelle Crombie and candidate Michelle Hershberger. Roll call vote: Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea; Vicki A. Kline, Absent;

10:13 AM Upon conclusion of the above referenced discussion, it was moved by Sabrina Christian-Bennett, 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, Absent;

After exiting executive session, the Board took no action.

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Commissioner Christian-Bennett motioned a correction to the minutes from June 22, 202, in regard to an Executive Session held on Tuesday, June 22, 2021 at 11:10 AM for G(1) appointment of a *regulated individual*, noting the wording of appointment of a *public official* will be noted for that Executive Session, seconded by Commissioner Badalamenti. All in favor, motion carries.

CORONER'S OFFICE

Present: Coroner Dr. Dean DePerro and Wayne Enders

Discussion:

1. Request for an additional full time employee.

Dr. DePerro explained there's been an increase in workload through the Coroner's Office directly related to the addiction and suicide issues that are on the rise again.

- There were 44 accidental drug overdoses last year.
- In 2016 there were 46 and the numbers started falling, but in 2019, the numbers increased and in 2020, the deaths were back up to 44.
- To date, there have been 15 confirmed drug overdoses and 8 are pending that are most likely drug deaths.
- Summers are the busiest time of the year because there's more recreation.

- Suicides have been epidemic this year. Last year there were 26 suicides and 2019 there were 31. Suicides this year are currently at 14 and there's been 2 times over the last 3 years where the office had more than 7 in a month.
- Up to 70% of suicides don't leave a note and sometimes it's based on their mental health history or previous attempts.
- There are some people that overdose and typically they are ascribed as accidental unless they know for sure they were intending to kill themselves.
- Last year, there were 153 deaths which is a record for Coroner cases in the County. Out of that number, 26 and 44 makes 70 suicides and accidental deaths out of 153.
- Not long before Dr. DePerro became Coroner, the typical overdose deaths would be in the single digits, but the number keeps climbing and it doesn't look good.
- There's a program that's coming to provide fentanyl test strips so people can check their street drugs to ensure they are not laced with fentanyl.
- 'Harm Reduction' is the practice of trying to keep people alive so medical staffing can intervene to help them through the crisis.
- The Ohio State Coroner's Association indicates for every death, there are 40 people who have overdosed and survived and 400 people that are still using.
- The Court system sees only a small fraction of the people who are addicted.

The Coroner's Office staff consists of one full time Administrator, a full time Investigator and 2 part time Investigators for the better part of 10 years. There's also 2 Deputy Coroners who receive \$5,000/year to be on call when Dr. DePerro is not available.

Dr. DePerro is requesting an increase of \$40,000 for another full time person to assist the Chief Investigator. The Coroner's budget is under \$500,000 and they've tried to be responsible public servants.

The Board agreed to consider the request and will share the information with the Department of Budget and Financial Management Director Joe Harris.

MISCELLANEOUS ITEMS

The Board of Commissioners approves the June 22, 2021 special meeting minutes.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

Dog Warden

Resolutions:

1. Acceptance of donations to the Office of the Portage County Dog Warden./21-0470

Commissioners

Discussion:

1. Mental Health & Recovery Board – 4 vacancies and 1 reappointment.
 - Appointments: LaTasha Dukes, Melodie Morgan-Minott, Jennifer Ann Schumm
 - Reappointment: Jeff Langstaff

The Board agreed staff should prepare a Resolution appointing all 3 applicants and a second resolution for the reappointment.

Journal Entries:

1. The Board of Commissioners acknowledged receipt of the Portage County Investment Reconciliation for the month of May 2021 as presented by the County Auditor and County Treasurer.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

2. In accordance with the ORC Section 325.07, the Board of Commissioners acknowledged receipt the Portage County Sheriff's Transportation of Prisoners Report for May 2021 as presented by the Portage County Sheriff's Department.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

3. The Board of Commissioners acknowledged receipt of the June 21, 2021 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimated Resources for the fiscal year beginning January 1, 2021 as determined by the Budget Commission of Portage County and presented by the County Auditor.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

4. In accordance with the Ohio Revised Code Section 311.20, the Board of Commissioners acknowledged receipt of the monthly expenditures for the Portage County Jail for the month of May 2021, including expenses for meals served to prisoners.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

Recessed: 10:41 AM

Reconvened: 11:01 AM

PUBLIC COMMENT

Present: Brian Ames

Mr. Ames discussed the need for another Environmental Compliance Officer noting he understands the budgetary constraints of the Solid Waste Management District, but noted the Officer provided a very important function for the County. Commissioner Christian-Bennett replied it could be something the Board considers in the future because it's a good use of the Generation Fees. Mr. Ames asked if funding the Compliance Officer's position is restricted to Solid Waste funding or could General Fund money be used and Commissioner Christian-Bennett noted General Fund monies could be used. Commissioner Badalamenti explained the Solid Waste District is trying not to burden the General Fund and Commissioner Christian-Bennett pointed out last year the Board provided an additional \$300,000 towards his budget and this year's projections show almost a \$400,000 shortfall. Mr. Ames is unclear as to why the position has to fall under Solid Waste and Commissioner Christian-Bennett noted Solid Waste received grant funding for the position and vehicle but it probably could go under the Sheriff's Office.

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The Board agreed to cancel its regular Tuesday meeting next week and the Clerk will send notice to the newspaper.

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RESOLUTION NO. 21-0460

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**RE: AMEND RESOLUTION NO. 21-0369,
ADOPTED MAY 20, 2021 TO DECLARE
OBSOLETE AND DISPOSE OF PORTAGE
COUNTY PERSONAL PROPERTY LOCATED
AT THE PORTAGE COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES**

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

WHEREAS, the Board of Commissioners adopted Resolution No. 21-0369 on May 20, 2021 to declare obsolete and dispose of Portage County Personal Property located at the Portage County Board of Developmental Disabilities; and

WHEREAS, it was discovered during the auction process that the Vin # for one of the buses was incorrect; and

WHEREAS, the correct Vin # is 1GB6G5BG6D1106373; NOT 1GB6G5BG3D1108131 as shown; now therefore be it

RESOLVED, that Resolution No. 21-0369 is to be amended to read as follows:

WHEREAS, the Portage County personal property located at the Portage County Board of Developmental Disabilities, which is not needed for public use, or is obsolete or unfit for the use for which it was acquired, declared as such and is ready for disposal; now therefore be it

RESOLVED, in accordance with the Ohio Revised Code Section 307.12, the Board of County Commissioners authorizes the request to dispose of the following corrected inventory:

Description

Bus THOMAS 01, 2007 1T88J4C2671285648	24-passenger
Bus THOMAS 22, 2013 1GB6G5BG6D1106373	13 passenger
Bus, THOMAS 25, 2007 1T88J4C2671285939	27 passenger
Bus, THOMAS 17, 2011 1GB6G5BG4B1102349	11 passenger
Bus, THOMAS 27, 2016 1T88K9E24G1289043	21 passenger
Van, Cargo Ford, 2009 NM0LS6BN1AT016241	2 passenger
Mini-Van Dodge 13, 2010 2D4RN4DE2AR296722	7 passenger
Mini-Van Dodge 01, 2010 2D4RN4DE2AR296719	7 passenger
Truck, Chevrolet, 1991 1GBGC34J6ME197604	3 passenger

; and be it further

RESOLVED, that the equipment was advertised for bid on the Gov Deals web site and sold to the highest bidder; and be it further

RESOLVED, that a copy of this resolution be filed with the Portage County Auditor and the Portage County Director of Internal Services; 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, Absent; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

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**RESOLUTION No. 21-0461 - RE: APPROVE SPECIFICATIONS AND SET THE
PROPOSAL DATE FOR PREVENTION,
RETENTION & CONTINGENCY (PRC)
SERVICES FOR THE PORTAGE COUNTY
DEPARTMENT OF JOB & FAMILY SERVICES**

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

RESOLVED, that the specifications for receiving proposals for prevention, retention, & contingency (prc) services for the Portage County Department of Job & Family Services be and hereby are approved; and be it further

RESOLVED, that sealed proposals, therefore, will be accepted by the Portage County Director of Internal Services, Portage County Administration Building - Room 114, 449 South Meridian St., Ravenna, Ohio until 2:00 p.m., E.S.T. on July 21, 2021; and be it further

RESOLVED, that the notice of receiving bids shall be published in the Record Courier on June 30, 2021, the County's website and a copy thereof be posted on the bulletin board of the Board forthwith; and be it further

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

Roll call vote as follows:

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

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RESOLUTION NO. 21-0462 - RE: DECLARE THE NECESSITY TO LEASE THREE (3) VEHICLES FOR USE BY THE PORTAGE COUNTY SHERIFF'S DEPARTMENT.

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

WHEREAS, pursuant to ORC 307.41 the Portage County Board of Commissioners declares it necessary to lease fifteen (3) 2021 Chevrolet Tahoe 4 X 4 Police Vehicles for use by the Portage County Sheriff's Department; and

WHEREAS, these three (3) units were located at a dealership in Columbus and can be upfitted and put into service immediately while we await the other leased vehicles delivery; and

WHEREAS, these three (3) units will reduce the number of vehicles to be leased in 2022 by three (3); and

WHEREAS, the lease of the vehicles will be with Enterprise Fleet Management; and

WHEREAS, the lease cost per month for one (1) Tahoe is One thousand, one hundred ninety-nine and 49/100 (\$1,199.49) and two (2) Tahoe's lease cost are One thousand, three hundred one and 87/100 all for a term of 36 months; and

WHEREAS, the lease cost will be expensed from the general fund; now therefore be it

RESOLVED, that the Portage County Board of Commissioners declares it necessary to lease three (3) 2021 Chevrolet Tahoe 4 x 4 Police vehicles for use by the Portage County Sheriff's Department; and therefore be it

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

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

Roll call vote was as follows:

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

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**RESOLUTION No. 21-0463 - RE: BILLS APPROVED AND ACH CERTIFIED TO
THE PORTAGE COUNTY AUDITOR FOR
PAYMENT.**

It was moved by Anthony J. Badalamenti, seconded by Sabrina Christian-Bennett 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 June 24, 2021 in the total payment amount of **\$598,195.29 including late fees finance charges, interest & penalties amounting to \$0.33 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 ACH payment is approved as certified to the County Auditor for payment on or after Friday, June 25, 2021, 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 June 24, 2021 in the total payment amount of **\$20.00 to Neil Group** 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, Absent; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

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**RESOLUTION NO. 21-0464 - RE: WIRE TRANSFER APPROVED AND
CERTIFIED TO THE PORTAGE COUNTY
AUDITOR FOR PAYMENT.**

It was moved by Anthony J. Badalamenti, seconded by Sabrina Christian-Bennett 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 June 24, 2021 in the total payment amount as follows:

1. \$167,761.49 to Medical Mutual) - Claims
2. \$2,758.37 to Medical Mutual – Flex Claims ; and

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 authorizes the wire transfer for the charges relating to health benefits, as presented by the Portage County Auditor's Office:

Wire Transfer on Friday, June 24, 2021 \$ 167,761.49
Wire Transfer on Friday, June 24, 2021 \$ 2,758.37

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, Absent; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

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RESOLUTION NO. 21-0465

**RE: APPROVAL OF JOURNAL
VOUCHERS/ENTRIES.**

It was moved by Anthony J. Badalamenti, seconded by Sabrina Christian-Bennett 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:

6/24/2021	1201	4,012.62
6/24/2021	1202	8,937.20
6/24/2021	1203	745.20
6/24/2021	1235	119,952.34
6/24/2021	1258	23,215.93
Total		\$156,863.29

; 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, Absent; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

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RESOLUTION NO. 21-0466

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RE: ACCEPTANCE OF THEN AND NOW
CERTIFICATIONS FOR PAYMENT.

It was moved by Anthony J. Badalamenti, seconded by Sabrina Christian-Bennett 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 **\$165,146.91** dated **June 24, 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, Absent;

Sabrina Christian-Bennett, Yea;

Anthony J. Badalamenti, Yea;

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RESOLUTION NO. 21-0467

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

It was moved by Anthony J. Badalamenti, seconded by Sabrina Christian-Bennett 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>
0001	General Fund					
	00104 Contractual Services				\$ 71,800	\$ -
Total:					\$ 71,800	\$ -

; 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, Absent;

Sabrina Christian-Bennett, Yea;

Anthony J. Badalamenti, Yea;

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RESOLUTION NO. 21-0468

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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 Sabrina Christian-Bennett that the following resolution be adopted:

RESOLVED, that it has become necessary to amend the Non 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>
1201	Motor Vehicle and Gas Tax		
12016	Capital Outlay		\$ 150,000
12019	Miscellaneous Expenses	\$ 150,000	
Total:		\$ 150,000	\$ 150,000
TOTAL MEMO BALANCE ALL AMENDMENTS:		\$ 150,000	\$ 150,000

; 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, Absent;

Sabrina Christian-Bennett, Yea;

Anthony J. Badalamenti, Yea;

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**RESOLUTION NO. 21-0469 - RE: TRANSFER FROM FUND 1415, CHILD
WELFARE SPECIAL LEVY FUND TO FUND
1410 PUBLIC ASSISTANCE FUND**

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

WHEREAS, the Child Welfare Special Levy Fund owes the Public Assistance Fund for Shared Costs and Social Services cost pool 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 \$280,000.00 for SFY21 1st Qtr payment #3 as reviewed and recommended by the Department of Job & Family Services:

FROM:

FUND 1415, CHILD WELFARE SPECIAL LEVY FUND

ORGCODE - 14150519

Debit Expense Account

Object: 912000 – JFS Shared

Project 5SHAR

\$280,000.00

TO:

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 282000 – JFS Shared

Project 5SHAR

\$280,000.00

; and be it further

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

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

Roll call vote as follows:

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

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RESOLUTION No. 21-0470

**RE: ACCEPTANCE OF DONATIONS TO THE
OFFICE OF THE PORTAGE COUNTY DOG
WARDEN.**

It was moved by Anthony J. Badalamenti, seconded by Sabrina Christian-Bennett 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	
V Twins Motorcycle Club	154 Arlington Ave Painsville, Oh 44077	\$1,870
Diane Parr	3022 St Rt 59 Lot E23 Ravenna Oh 44266	\$25
Ritarae Stone	5263 St Rt 303 Ravenna Oh 44266	\$30
Janet Fox	5352 Fairground Rd Atwater Oh 44201	\$5
Barbara Simons	725 Lake Tr Aurora Oh 44202	\$30
Julie Ebel	872 Hillary La. Aurora Oh 44202	\$15
Diane & Dean Dolata	465 Walnut Ridge Tr Aurora Oh 44202	\$15
Robert Nicholas	5526 Young Rd Stow Oh 44224	\$15
Brian & Lisa Potts	169 Kingston Dr Aurora Oh 44202	\$30
Kelly Vitello	915 Cimarron Oval Aurora Oh 44202	\$35
Gary & Linda Bennett	2676 Mennonite Rd Mantua Oh 44255	\$15
Richard & Jennifer Salzer	3277 Cook Rd 44201	\$20
Jerry & Natalie Brillhart	461-7 Pond Rn Aurora Oh 44202	\$30
Meaghan Green	4364 St Rt 82 Mantua Oh 44255	\$15

; 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:

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

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**RESOLUTION NO. 20-0471 - RE: WIRE TRANSFER APPROVED AND
CERTIFIED TO THE PORTAGE COUNTY
AUDITOR FOR PAYMENT.**

It was moved by Anthony J. Badalamenti, seconded by Sabrina Christian-Bennett 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 June 24, 2021 in the total payment amount as follows:

1. \$232,891.85 to OPWC
2. \$288,733.99 to OWDA; and

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 authorizes the wire transfer for the charges relating to health benefits, as presented by the Portage County Auditor's Office:

Wire Transfer on Friday, June 24, 2021 \$ 232,891.85

Wire Transfer on Friday, June 24, 2021 \$ 288,733.99

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, Absent; Sabrina Christian-Bennett, Yea; Anthony J. Badalamenti, Yea;

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Journal Entries:

1. The Board of Commissioners accepted the resignation of Kimberly McClendon, Public Information Officer for Portage County Job & Family Services, effective August 24, 2021.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

2. The Board of Commissioners authorized the two-week external posting of the full time Public Information Officer, replacing Kimberly McClendon for Portage County Job & Family Services.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

3. The Board of Commissioners approved the revised Social Service Worker 3 – Group Home job description for Portage County Job & Family Services.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

4. The Board of Commissioners approved the revised Social Service Worker 3 – part time Group Home job description for Portage County Job & Family Services.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

5. The Board of Commissioners accepted the resignation of Caleb Prange, Social Service Worker 3 – Group Home for Portage County Job & Family Services, effective July 9, 2021.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

6. The Board of Commissioners authorized the three-day internal posting of the full time Social Service Worker 3 – Group Home, replacing Caleb Prange for Portage County Job & Family Services with external posting if no internal appointment is made.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

7. The Board of Commissioners accepted the retirement notice from Paula Baker, Investigator 2, for Portage County Job & Family Services, effective October 29, 2021.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

8. The Board of Commissioners authorized the three-day internal posting of the full time Investigator 2, replacing Paula Baker for Portage County Job & Family Services with external posting if no internal appointment is made.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

9. The Board of Commissioners approved the revised Procurement Manager job description for Portage County Internal Services.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

10. The Board of Commissioners authorized the two-week internal posting of the full time Procurement Manager, replacing Michelle Crombie for Portage County Internal Services with external posting if no internal appointment is made.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

11. The Board of Commissioners approved the revised Commissioners' Clerk job description for Portage County Board of Commissioners' Office.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

12. The Board of Commissioners authorized the full time hire of Paul Wilson as a Director, replacing the position previously held by Eugene Roberts, for Portage County Water Resources. Anticipated start date is July 19, 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 Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

13. The Board of Commissioners authorized the part-time hire of Edwin Wiland, Part-Time Deputy Dog Warden, replacing the full-time position previously held by Anthony Burrell, for Portage County Dog Warden. Anticipated start date is July 6, 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 Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

14. The Board of Commissioners acknowledged receipt of the FY2022 Proposed Tax Budgets for the following: Solid Waste Management District, the District Library, the Library Consortium and the County.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

15. The Board of Commissioners acknowledged receipt of the Portage County Investment Reconciliation for the month of May 2021 as presented by the County Auditor and County Treasurer.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

16. In accordance with the ORC Section 325.07, the Board of Commissioners acknowledged receipt the Portage County Sheriff's Transportation of Prisoners Report for May 2021 as presented by the Portage County Sheriff's Department.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

17. The Board of Commissioners acknowledged receipt of the June 21, 2021 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimated Resources for the fiscal year beginning January 1, 2021 as determined by the Budget Commission of Portage County and presented by the County Auditor.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

18. In accordance with the Ohio Revised Code Section 311.20, the Board of Commissioners acknowledged receipt of the monthly expenditures for the Portage County Jail for the month of May 2021, including expenses for meals served to prisoners.

Motion: Commissioner Badalamenti

Seconded: Commissioner Christian-Bennett

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

Absent: Commissioner Kline;

Motion Carries

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Motion: Commissioner Christian-Bennett

Second: Commissioner Badalamenti

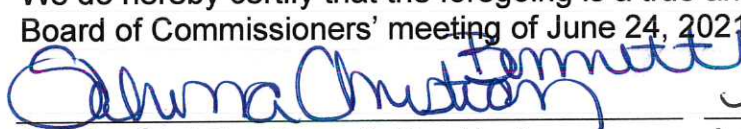
To adjourn the Meeting of June 24, 2021 at 11:09 AM.

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

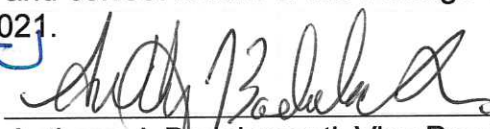
Absent: Commissioner Kline, Absent;

Motion Carries

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of June 24, 2021.



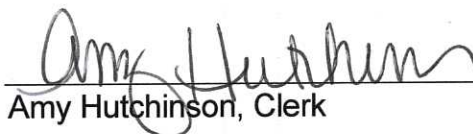
Sabrina Christian-Bennett, President



Anthony J. Badalamenti, Vice President

-----ABSENT-----

Vicki A. Kline, Board Member



Amy Hutchinson, Clerk