

**Week Beginning September 20, 2021**

**Meeting of September 22, 2021**

The Board of County Commissioners, Trumbull County, Ohio, met for a Regular Meeting on the 22th day of September 2021, in the office of said Board, with the following members present:

Mauro Cantalamessa, Commissioner  
Niki Frenchko, Commissioner  
Frank S. Fuda, Commissioner

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**RE: GO INTO EXECUTIVE SESSION**

**1. MOTION:** Made by Mr. Fuda, seconded by Ms. Frenchko, pursuant to Ohio Revised Code 121.22(G) (4), to go into Executive Session at approximately 10:34 a.m. to discuss pending Opioid Litigation. Present in attendance were Commissioner Cantalamessa, Commissioner Frenchko, Commissioner Fuda, Attorney Misocky and present via phone was Attorney Frank Gallucci.

Yeas: Fuda, Frenchko, Cantalamessa  
Nays: None

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**RE: RECONVENE FROM EXECUTIVE SESSION**

**2. MOTION:** Made by Mr. Fuda, seconded by Ms. Frenchko, to Reconvene from Executive Session at approximately 10:48 a.m.

Yeas: Fuda, Frenchko, Cantalamessa  
Nays: None

*(\*Note: the vote was called out of order by the Assistant Clerk during the meeting)*

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**RE: MINUTES**

**3. MOTION:** Made by Mr. Fuda, seconded by Ms. Frenchko to dispense with reading the minutes of the Workshop Session dated September 14, 2021 and the Regular Meeting dated September 15, 2021.

*Discussion – Ms. Frenchko stated that a Motion was omitted from the floor that needed to be added to the minutes. Ms. DeNunzio Blair, Asst. Clerk, addressed the Board stating Mrs. Vivoda-Klotz amended the recorded Agenda to include the requested Motion and the documents were on the table to be executed. There was discussion between the Commissioners and the Assistant Clerk as to the validity of the Motion.*

Yeas: Fuda, Cantalamessa  
Nays: Frenchko

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**RE: SPECIAL HAULING PERMITS TO MOVE  
OVERWEIGHT EQUIPMENT - COUNTY ENGINEER**

**4. MOTION:** Made by Mr. Fuda, seconded by Ms. Frenchko to concur with the Trumbull County Engineer to grant the Special Hauling Permits to Move Overweight Equipment over Trumbull County roadways, requested by the companies listed. The necessary permit fee, bond and insurance have been submitted and approval is subject to the conditions listed on each permit.

- **TOLEDO PIPE TRANSPORT, INC.**  
8550 W. Central  
Sylvania, OH 43560  
**Permit No.: 1125**  
**Permit Effective: September 10, 2021 through September 14, 2021**  
To haul or move overweight equipment over Newton Falls Bailey Road, (CH 92B & C) located in Newton Township.

- **TOLEDO PIPE TRANSPORT, INC.**  
8550 W. Central  
Sylvania, OH 43560  
**Permit No.: 1126**  
**Permit Effective: September 10, 2021 through September 14, 2021**  
To haul or move overweight equipment over Newton Falls Bailey Road, (CH 92B & C) located in Newton Township.

Yeas: Fuda, Frenchko, Cantalamessa  
Nays: None

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**RE: RIGHT-OF-WAY PERMIT -  
COUNTY ENGINEER**

**5. MOTION:** Made by Mr. Fuda, seconded by Ms. Frenchko to concur with the Trumbull County Engineer to grant the Right-of-Way Permit requested by the company listed. The necessary permit fee has been submitted and approval is subject to the conditions listed on the permits.

- **DOMINION EAST OHIO**, 320 Springfield Drive, Akron, OH 44333, to bore under & work in the right-of-way of State Road, NW (CH 206C), in order to install a gas service line at service address #1446. This will be located approximately 575 feet west of Nezbar Dr. NW, (TH 1471) located in Champion Township.

Yeas: Fuda, Frenchko, Cantalamessa  
Nays: None

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**RE: SPECIAL ANNUAL SUPPLIER FLEET PERMIT -  
COUNTY ENGINEER**

**6. MOTION:** Made by Mr. Fuda, seconded by Ms. Frenchko to concur with the Trumbull County Engineer to grant the Special Annual Supplier Fleet Permit for fleet vehicles to transport aggregate, concrete, construction goods or other like materials (*not to exceed 80,000 lbs. gross vehicle weight*), to sites located upon load posted Trumbull County roadways requested by the company listed. The necessary permit fee and insurance information have been submitted and approval is subject to the conditions listed on the permit.

- **McCOY EXCAVATING AND TRUCKING LLC**  
3350 S. Duck Creek Road  
North Jackson, OH 44451  
**Permit No.: AF-045-2021**  
**Permit Effective: September 11, 2021 through September 11, 2022**

Yeas: Fuda, Frenchko, Cantalamessa  
Nays: None

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**RE: SPECIAL HAULING PERMIT TO HAUL STEEL COILS - COUNTY ENGINEER**

**7. MOTION:** Made by Mr. Fuda, seconded by Ms. Frenchko to concur with the Trumbull County Engineer to grant the Special Hauling Permit to Haul Steel Coils on Trumbull County roadways, requested by the company listed. The necessary permit fee has been submitted and approval is subject to the conditions listed on the permit.

- **AIM INTEGRATED LOGISTICS, INC.**  
 1500 Trumbull Avenue  
 Girard, OH 44420  
**Permit No.: 2021-103**  
**Permit Effective: October 1, 2021 through October 1, 2022**

Yeas: Fuda, Frenchko, Cantalamessa  
Nays: None

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**RE: ADOPT RESOLUTION  
JALTO HOLDINGS LLC TO CREATE  
HOWLAND HILLS DRAINAGE DISTRICT  
AND AUTHORIZE COMMISSIONERS' CLERK TO  
RECORD PETITION WITH COUNTY RECORDER**

**8. MOTION:** Made by Mr. Fuda, seconded by Ms. Frenchko to adopt a Resolution to accept and approve the Petition of JALTO HOLDINGS, LLC to create a Drainage District to be known as HOWLAND HILLS DRAINAGE DISTRICT located in Howland Township; AND to authorize the Board of Trumbull County Commissioners' Clerk to record the Petition in the office of the Trumbull County Recorder. The Maintenance Assessment will be deferred until determined necessary; this action per the recommendation of the Trumbull County Engineer and is subject to review and approval of the Prosecutor's Office.

**NOTE:** The check in the sum of \$1,000.00 has been deposited into the County Engineer's Drainage District Fund No. 031-000-1758-1758-409050 and known as the "HOWLAND HILLS DRAINAGE DISTRICT" Account. Howland Hills Drainage District contains within said bounds 0.36 acre of land.

Yeas: Fuda, Frenchko, Cantalamessa  
Nays: None

(Petition recorded on Journal Page(s) \_\_\_\_\_.)

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**RE: APPROVE EMPLOYMENT TRANSFER OF  
MS. CINDY NOVAK FROM POSITION OF  
ADMINISTRATIVE SECRETARY/PAYROLL TO  
POSITION OF PAYROLL COORDINATOR/HUMAN  
RESOURCES ASST. - SANITARY ENGINEER'S DEPT.**

**9. MOTION:** Made by Mr. Fuda, seconded by Ms. Frenchko to approve the personnel action for the employment transfer of MS. CINDY NOVAK, from the position of ADMINISTRATIVE SECRETARY / PAYROLL, Pay Range 8 (7.5 years) to the position of PAYROLL COORDINATOR/ HUMAN RESOURCES ASSISTANT, Pay Range 10, (7.5 years) with the Trumbull County Sanitary Engineer's Department, effective Monday, September 20, 2021; this action per the recommendation of the Human Resources Department in conjunction with the Sanitary Engineer's Office.

**NOTE:** The Payroll Coordinator/ Human Resources Assistant will be responsible for processing payroll within the Sanitary Engineers Department and will now handle the Department's Worker Compensation, Notary Services, Social Media Marketing and assist in the department's Human Resources activities. The position of Administrative Secretary is being eliminated and the remaining duties of the former position have been absorbed into the duties of the Payroll Coordinator/Human Resources Assistant.

Yeas: Fuda, Frenchko, Cantalamessa  
Nays: None

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**RE: APPROVE EMPLOYMENT TRANSFER OF MS. NICOLE WHITE FROM POSITION OF SEWER LINE MAINTENANCE ASSISTANT TO POSITION OF SEWER LINE MAINTENANCE CREW LEADER – SANITARY ENGINEER’S DEPT.**

**10. MOTION:** Made by Mr. Fuda, seconded by Ms. Frenchko to approve the personnel action for the employment transfer of MS. NICOLE WHITE from the position of SEWER LINE MAINTENANCE ASSISTANT Pay Range 4, (0 year) to the position of SEWER LINE MAINTENANCE CREW LEADER Pay Range 7, (0 year) with the Trumbull County Sanitary Engineer’s Department, effective Monday, September 27, 2021, *pursuant to the authorized job posting of July 23 to August 2, 2021*; this action per the recommendation of the Human Resources Department in conjunction with the Sanitary Engineer’s Department.

**NOTE:** This vacancy is due to an employee promotion. Ms. White holds the required Class B CDL license with a tanker endorsement.

*Discussion – Ms. Frenchko stated she asked Mr. Gary Newbrough, Sanitary Engineer, during the Workshop, to reword the language of Item #9 to include additional duties to the position as opposed to referring to the position as “newly created” which would have required this to be advertised.*

Yeas: Fuda, Frenchko, Cantalamessa  
Nays: None

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**RE: APPROVE EMPLOYMENT – MR. JOSHUA FLOYD TELECOMMUNICATOR – COUNTY 9-1-1 CENTER**

**11. MOTION:** Made by Ms. Frenchko, seconded by Mr. Cantalamessa to approve the personnel action for the employment of MR. JOSHUA FLOYD as a TELECOMMUNICATOR with the TRUMBULL COUNTY 911 CENTER, effective October 3, 2021. Mr. Floyd will be paid the rate of \$13.45 per hour and serve a 180-day probationary period; this action per the recommendation of the Human Resources Department in conjunction with the Trumbull County Interim 911 Director.

**NOTE:** Mr. Floyd successfully passed a pre-employment drug screen, physical and background check.

Yeas: Frenchko, Cantalamessa, Fuda  
Nays: None

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**RE: APPROVE EMPLOYMENT – MS. CHRISTINA BUZZELLI TELECOMMUNICATOR – COUNTY 9-1-1 CENTER**

**12. MOTION:** Made by Ms. Frenchko, seconded by Mr. Cantalamessa to approve the personnel action for the employment of MS. CHRISTINA BUZZELLI as a TELECOMMUNICATOR with the TRUMBULL COUNTY 911 CENTER, effective October 3, 2021. Ms. Buzzelli will be paid the rate of \$18.77 per hour based on her 29 years of experience with a local private EMS provider, and will serve a 180-day probationary period; this action per the recommendation of the Human Resources Department in conjunction with the Trumbull County Interim 911 Director.

**NOTE:** Ms. Buzzelli successfully passed a pre-employment drug screen, physical and background check.

Yeas: Frenchko, Cantalamessa, Fuda  
Nays: None

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**RE: ACCEPT RESIGNATION – MR. TRAVIS BIRCH  
TELECOMMUNICATOR – COUNTY 9-1-1 CENTER**

**13. MOTION:** Made by Ms. Frenchko, seconded by Mr. Cantalamessa to accept the Resignation of MR. TRAVIS BIRCH from his position as Acting Supervisor and full-time Telecommunicator with the TRUMBULL COUNTY 911 CENTER, effective August 27, 2021. *Mr. Birch’s Resignation Letter shall be recorded onto the Journal for record purposes; this action per the recommendation of the Trumbull County Human Resources Department in conjunction with the Trumbull County 911 Interim Director.*

**NOTE:** The Board of Commissioners approved Mr. Birch’s employment on May 11, 2015.

Yeas: Frenchko, Cantalamessa, Fuda

Nays: None

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**RE: APPROVE TEMPORARY PAY INCREASE  
MS. AMY STONE AS INTERIM AFTERNOON  
SUPERVISOR -- MAINTENANCE DEPARTMENT**

**14. MOTION:** Made by Ms. Frenchko, seconded by Mr. Cantalamessa to approve a temporary pay increase to MS. AMY STONE to \$ 20.9500 per hour effective September 27, 2021, as INTERIM AFTERNOON SUPERVISOR (Range 9, Step 3) with the TRUMBULL COUNTY MAINTENANCE DEPARTMENT until the return of the incumbent to that position. This temporary increase is warranted due to additional duties required during this time. Ms. Stone will perform the same duties as the previous Afternoon Work Supervisor (Mr. Taneri), with the exception of any disciplinary actions that may be needed—*pursuant to the authorized internal job posting from August 30, 2021 through September 2, 2021*; this action per the recommendation of the Human Resources Department.

*Discussion – Mr. Fuda stated that another Union worker approached him stating that he had more seniority. Ms. Frenchko e-mailed with Mr. Richard Jackson who stood behind Ms. Stone as the selection. Mr. Fuda asked if there would be grievances with regards to this item. Ms. Frenchko addressed his concerns stating that because it was an Interim position, they did not need to follow Union guidelines.*

Yeas: Frenchko, Cantalamessa, Fuda

Nays: None

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**RE: RECEIVE/FILE MONTHLY ACTIVITIES REPORT  
DOG KENNEL – AUGUST 2021**

**15. MOTION:** Made by Mr. Fuda, seconded by Ms. Frenchko to receive and place on file the Monthly Activities Report for the TRUMBULL COUNTY DOG KENNEL for the month of AUGUST 2021; as submitted by Michelle Goss, Chief Executive Dog Warden.

**NOTE:** Monthly Report shall be recorded on the Journal for record purposes.

Yeas: Fuda, Frenchko, Cantalamessa

Nays: None

(Report recorded on Journal Page(s) \_\_\_\_\_.)

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**RE: AWARD PROPOSAL  
BAKER, BEDNAR, SNYDER & ASSOCIATES  
TO PROVIDE TECHNICAL SPECS MANUAL  
JOB & FAMILY SERVICES WINDOW  
REPLACEMENT PROJECT**

**16. MOTION:** Made by Mr. Fuda, seconded by Ms. Frenchko to accept and award the proposal for professional services as submitted by BAKER, BEDNAR, SNYDER & ASSOCIATES, 628 Niles Cortland Road, SE, Warren, OH 44484 to provide the technical specifications manual for the TRUMBULL COUNTY JOB AND FAMILY SERVICES WINDOW REPLACEMENT PROJECT, 280 North Park Avenue, Warren, OH 44481, in an amount not to exceed \$2,500.00 - to be paid from Fund No. 001-070-1000-1000-1-505607; this action per the recommendation of Michael J. Sliwinski, Trumbull County Chief Building Official and Trumbull County Administrator of Special Projects.

Yeas: Fuda, Frenchko, Cantalamessa  
Nays: None

(Documents recorded on Journal Page(s) \_\_\_\_\_.)

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**RE: AWARD PROPOSAL  
VEC, INC. TO INSTALL CAMERA EQUIPMENT  
AS LISTED – TRUMBULL CO. FAMILY COURT**

**17. MOTION:** Made by Mr. Fuda, seconded by Ms. Frenchko to accept and award the proposal submitted by VEC, INC., 977 Tibbets Wick Road, Girard, OH 44420 to install CCTV Cameras, cabling in the stairwell, hallway and laundry room, including required labor and materials, at the TRUMBULL COUNTY FAMILY COURT, 220 South Main Street, Warren, OH 44482 to enhance security for the Court and Juvenile Detention areas, in the amount of \$7,564.00 – to be paid from Fund No. 076-011-1000-1000-1-505416; AND to authorize Mauro Cantalamessa, President of the Board of Trumbull County Commissioners, to execute any/all documents necessary for this agreement on behalf of Trumbull County; this action is per the request of the Trumbull County Family Court Judges and recommendation of the Administrator of Special Projects and approval of the Trumbull County IT Department.

Yeas: Fuda, Frenchko, Cantalamessa  
Nays: None

(Documents recorded on Journal Page(s) \_\_\_\_\_.)

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**RE: AWARD PROPOSAL  
WADSWORTH SOLUTIONS  
TO INSTALL BIPOLAR IONIZATION –  
SANITARY ENGINEERS DEPT. AND  
AUTHORIZE MAURO CANTALAMESSA  
TO EXECUTE SAID PROPOSAL**

**18. MOTION:** Made by Mr. Fuda, seconded by Ms. Frenchko to award the lowest and best proposal as submitted by WADSWORTH SOLUTIONS, 909 Sahara Trail, Unit C, Boardman, OH 44514 to install BIPOLAR IONIZATION to THE TRUMBULL COUNTY SANITARY ENGINEERS DEPARTMENT, 842 Youngstown, Kingsville Road, Vienna, OH 44473, in the amount of \$1,699.00-to be paid from COVID Fund No. 076-011-1000-1000-1-505506, AND to authorize Mauro Cantalamessa, to execute said Proposal on behalf of Trumbull County; this action per the recommendation of the Administrator of Special Projects in conjunction with the Air Quality Control Leader.

(Continued)

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AWARD PROPOSAL – WADSWORTH (Cont'd)

**NOTE:** The Air Quality Control Leader requested three (3) companies to submit proposals, but only one (1) company replied.

**IMPORTANT SPECIAL NOTE:** *The installation of Bipolar Ionization will provide quality clean air control and prevent the spread of COVID-19 and other viruses to protect employees and consumers in the building.*

**Discussion – Ms. Frenchko commented that Item #16 went out to bid with the hopes of getting a better price, regarding Item #17 - Mr. Misocky explained at the workshop, that it made the most sense to use the same company that had installed the existing County Cameras, and Item #18 was an extremely good deal.**

Yeas: Fuda, Frenchko, Cantalamessa

Nays: None

(Documents recorded on Journal Page(s) \_\_\_\_\_.)

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**RE: APPOINT MR. BRIAN PRITCHARD-MEMBER  
THE WORKFORCE DEVELOPMENT BOARD  
OF TRUMBULL COUNTY**

**19. MOTION:** Made by Mr. Fuda, seconded by Ms. Frenchko to appoint MR. BRIAN PRITCHARD to serve as a member of the WORKFORCE DEVELOPMENT BOARD of TRUMBULL COUNTY for a two (2) year period commencing September 1, 2021 through April 1, 2023. Mr. Pritchard will serve as a Business Representative (representing A to Z Dependable Services); this action per the recommendation of William J. Turner, Executive Director of the Workforce Development Board of Trumbull County.

Yeas: Fuda, Frenchko, Cantalamessa

Nays: None

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**RE: REAPPOINT MS. BETH TRACE - MEMBER  
THE WORKFORCE DEVELOPMENT BOARD  
OF TRUMBULL COUNTY**

**20. MOTION:** Made by Mr. Fuda, seconded by Ms. Frenchko to reappoint MS. BETH TRACE to serve as a member of the WORKFORCE DEVELOPMENT BOARD of TRUMBULL COUNTY for a three (3) year period commencing July 27, 2021 through July 27, 2024. Ms. Trace will serve as an Adult Basic Literacy Education Barriers to Employment Representative Business Representative (representing Trumbull Career and Technical Center); this action per the recommendation of William J. Turner, Executive Director of the Workforce Development Board of Trumbull County.

Yeas: Fuda, Frenchko, Cantalamessa

Nays: None

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**RE: REAPPOINT MR. BRIAN ESKRIDGE -MEMBER  
THE WORKFORCE DEVELOPMENT BOARD  
OF TRUMBULL COUNTY**

**21. MOTION:** Made by Mr. Fuda, seconded by Ms. Frenchko to reappoint MR. BRIAN ESKRIDGE to serve as a member of the WORKFORCE DEVELOPMENT BOARD of TRUMBULL COUNTY for a three (3) year period commencing August 1, 2021 through August 1, 2024. Mr. Eskridge will serve as an (Vocational Rehab and Barriers Representative); this action per the recommendation of William J. Turner, Executive Director of the Workforce Development Board of Trumbull County.

Yeas: Fuda, Frenchko, Cantalamessa  
Nays: None

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**RE: APPOINT MS. MELISSA CAPLE -- MEMBER  
THE WORKFORCE DEVELOPMENT BOARD  
OF TRUMBULL COUNTY**

**22. MOTION:** Made by Mr. Fuda, seconded by Ms. Frenchko to appoint MS. MELISSA CAPPLE to serve as a member of the WORKFORCE DEVELOPMENT BOARD of TRUMBULL COUNTY for a two (2) year period commencing September 1, 2021 through September 1, 2023. Ms. Capple will serve as a Vocational Rehab and Barriers Representative (representing Fairhaven Industries); this action per the recommendation of William J. Turner, Executive Director of the Workforce Development Board of Trumbull County.

Yeas: Fuda, Frenchko, Cantalamessa  
Nays: None

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**RE: ACKNOWLEDGE EXPIRATION OF TERM –  
MS. PATTY MATHEWS WANAT  
THE WORKFORCE DEVELOPMENT BOARD  
OF TRUMBULL COUNTY**

**23. MOTION:** Made by Mr. Fuda, seconded by Ms. Frenchko to acknowledge the expiration term of MS. PATTY MATHEWS WANAT, (Worklife Solutions, Business Represenatative) as a Member of THE WORKFORCE DEVELOPMENT BOARD OF TRUMBULL COUNTY. Mr. Wanat’s term expires October 3, 2021. *The Board of Commissioners wishes to thank Ms. Wanat for her service to The Workforce Development Board of Trumbull County.*

Yeas: Fuda, Frenchko, Cantalamessa  
Nays: None

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**RE: LETTER OF SUPPORT ON BEHALF OF THE  
PLANNING COMMISSION TO THE HONORABLE  
SUSAN BREHEM, REGIONAL DIRECTOR,  
U.S. CHAMBER OF COMMERCE, TO OFFER SUPPORT  
TO COUNTY TOURISM’S “TRAVEL, TOURISM, AND  
OUTDOOR RECREATION GRANT” PROPOSAL**

**24. MOTION:** Made by Mr. Fuda, seconded by Ms. Frenchko to adopt a LETTER OF SUPPORT requested by the Trumbull County Planning Commission to The Honorable Susan Brehm, Regional Director, U.S. Department of Commerce, Economic Development Administration, on behalf of the Board of Trumbull County Commissioners, to offer full support for the TRUMBULL COUNTY TOURISM’S “TRAVEL, TOURISM, AND OUTDOOR RECREATION GRANT” proposal.

Yeas: Fuda, Frenchko, Cantalamessa  
Nays: None

(Letter recorded on Journal Page(s) \_\_\_\_\_.)



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**RE: AMEND JOURNAL ACTION DATED 05/26/2021  
AUTHORIZING PLANNING COMMISSION DIRECTOR  
TO SEND REQUEST FOR PRICE PROPOSALS FOR FY2020  
TARGET OF OPPORTUNITY PROGRAM CARES ACT --  
AMENDMENT AUTHORIZES PLANNING COMMISSION  
TO PURCHASE PERSONAL PROTECTIVE EQUIPMENT  
AS LISTED THROUGH STATE PURCHASING PROGRAM**

**25. MOTION:** Made by Mr. Fuda, seconded by Ms. Frenchko to amend Journal Action dated May 26, 2021, Journal Volume 153, Page 24014, to authorize Julie M. Green, Director of the Trumbull County Planning Commission, to send Requests for Price Proposals to at least three (3) vendors for activities included in the FY2020 Target of Opportunity Program CARES Act Grant Program estimated to cost less than \$50,000—AMENDMENT authorizes the Trumbull County Planning Commission to purchase personal protective equipment and related items on behalf of/requested by non-profit and public entities serving seniors and disabled persons as specified in Grant B-D-20-1CS-4 through contracts available through the State Cooperative Purchasing Program when available. No general funds are to be utilized for these purchases. The purchases are entirely grant funded and serve as a response to and the prevention of COVID-19 as detailed in the grant application; this action per the recommendation of Julie M. Green, Director of the Trumbull County Planning Commission.

Yeas: Fuda, Frenchko, Cantalamessa  
Nays: None

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**RE: AUTHORIZE MEMBERSHIP DUES TO  
RC & D COUNCIL FOR 2022**

**26. MOTION:** Made by Mr. Fuda, seconded by Ms. Frenchko to authorize payment of \$250.00 for Trumbull County’s Membership Dues for the calendar year 2022 to the WESTERN RESERVE RESOURCE CONSERVATION & DEVELOPMENT COUNCIL (RC&D COUNCIL). Membership Dues to be paid for from Fund No. 001-011-1000-1010-1-505705.  
*NOTE:* County Membership Service Fee includes support to help plan, promote, and implement conservation and sustainable use of natural resources—in both rural and urban areas.

Yeas: Fuda, Frenchko, Cantalamessa  
Nays: None

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**RE: REMOVE FROM TABLE -- ITEM NO. 21  
TO IMPLEMENT A COUNTY POLICY WHERE  
EMPLOYEES ARE REQUIRED TO USE A TIME CLOCK  
OR ACCOUNT FOR THEIR TIME BY SUBMITTING A  
WEEKLY TIME SHEET TO ACCOUNT FOR TIME  
WORKED**

**27. MOTION:** Made by Ms. Frenchko, seconded by Mr. Fuda, to remove from Table Item No. 21, Commissioners’ Meeting Agenda, under the date of September 9, 2021, to implement a COUNTY POLICY where all employees under the jurisdiction of the Commissioners are required to use a time clock or account for their time by submitting a weekly time sheet that specifies the number of hours worked daily and details the number of hours worked on specific projects or tasks. This document would need to be signed attesting to the honesty of the hours reported.

Yeas: Frenchko, Fuda, Cantalamessa  
Nays: None

*Discussion – Mr. Fuda stated that this item needs rephrased and maybe put on at a later date.*

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**RE: TO IMPLEMENT A COUNTY POLICY WHERE EMPLOYEES ARE REQUIRED TO USE A TIME CLOCK OR ACCOUNT FOR THEIR TIME BY SUBMITTING A WEEKLY TIME SHEET TO ACCOUNT FOR TIME WORKED**

**28. MOTION:** Made by Ms. Frenchko, seconded by Mr. Fuda, to implement a COUNTY POLICY where all employees under the jurisdiction of the Commissioners are required to use a time clock or account for their time by submitting a weekly time sheet that specifies the number of hours worked daily and details the number of hours worked on specific projects or tasks. This document would need to be signed attesting to the honesty of the hours reported.

Yeas: Frenchko  
Nays: Fuda, Cantalamessa

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**RE: REMOVE FROM TABLE -- ITEM NO. 22 TO IMPLEMENT COUNTY POLICY WHERE ALL NON-UNION EMPLOYEES UNDER COMMISSIONERS' OFFICE HAVE A DETAILED JOB DESCRIPTION ON FILE WITH HUMAN RESOURCES DEPT. BY 10/09/2021**

**29. MOTION:** Made by Ms. Frenchko, seconded by Mr. Cantalamessa, to remove from Table Item No. 22, Commissioners' Meeting Agenda, under the date of September 9, 2021, to implement a COUNTY POLICY where all Non-Union Trumbull County Department employees under the jurisdiction of the Commissioners' Office have a detailed job description on file with the Human Resources Department by October 9, 2021, with all job descriptions being updated by January 1, 2022.

**NOTE:** Some countywide job descriptions have not been updated since the 1990's.

Yeas: Frenchko, Cantalamessa, Fuda  
Nays: None

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**RE: TO IMPLEMENT COUNTY POLICY WHERE ALL NON-UNION EMPLOYEES UNDER COMMISSIONERS' OFFICE HAVE A DETAILED JOB DESCRIPTION ON FILE WITH HUMAN RESOURCES DEPT. BY 10/09/2021**

**30. MOTION:** Made by Ms. Frenchko, seconded by Mr. Cantalamessa, to implement a COUNTY POLICY where all Non-Union Trumbull County Department employees under the jurisdiction of the Commissioners' Office have a detailed job description on file with the Human Resources Department by October 9, 2021, with all job descriptions being updated by January 1, 2022.

**NOTE:** Some countywide job descriptions have not been updated since the 1990's.

Yeas: Frenchko  
Nays: Cantalamessa, Fuda

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**RE: REMOVE FROM TABLE -- ITEM NO. 23  
TO REQUEST COMMISSIONERS FAMILIARIZE  
THEMSELVES WITH ROBERTS RULES OF ORDER  
TO KEEP MORE ORDER DURING COMMISSIONERS'  
WORKSHOPS AND REGULAR MEETINGS**

**31. MOTION:** Made by Ms. Frenchko, seconded by Mr. Cantalamessa, to remove from Table Item #23, Commissioners' Meeting Agenda, under the date of September 9, 2021, to request the Board of Trumbull County Commissioners familiarize themselves with the Roberts Rules of Order in order to keep more order during the Commissioners' Workshops and Regular Meetings.

Yeas: Frenchko, Cantalamessa, Fuda  
Nays: None

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**RE: TO REQUEST COMMISSIONERS FAMILIARIZE  
THEMSELVES WITH ROBERTS RULES OF ORDER  
TO KEEP MORE ORDER DURING COMMISSIONERS'  
WORKSHOPS AND REGULAR MEETINGS**

**32. MOTION:** Made by Ms. Frenchko, seconded by Mr. Cantalamessa, to request the Board of Trumbull County Commissioners familiarize themselves with the Roberts Rules of Order in order to keep more order during the Commissioners' Workshops and Regular Meetings.

*Discussion – Mr. Fuda stated the Commissioners' need to choose a set of Robert's Rules and that all three of them have to follow the rules. Ms. Frenchko stated the Robert's Rules were adopted during January's Re-Organizational Meeting and should be selected by Mr. Cantalamessa (President) and if they are not going to be followed, the Commissioners should rescind that Journal Action. There was further discussion between all three Commissioners.*

Yeas: Frenchko  
Nays: Cantalamessa, Fuda

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**RE: REMOVE FROM TABLE -- ITEM NO. 24  
THE COUNTY HUMAN RESOURCES DEPT. WILL  
DEVELOP A HIRING POLICY, TO INCLUDE  
ADVERTISING/POSTING ALL POSITIONS TO BE  
APPROVED BY COMMISSIONERS BY 11/17/2021**

**33. MOTION:** Made by Ms. Frenchko, seconded by Mr. Cantalamessa, to remove from Table Item #24, Commissioners' Meeting Agenda, under the date of September 9, 2021, that the Board of Commissioners acknowledges that the County, through its Human Resources Department, will develop a Hiring Policy, which will include advertising and posting all positions to be fully approved by the Board of Commissioners by November 17, 2021. Until a full hiring policy is adopted, all non-union positions under the Board of Commissioners will be advertised for 30 days, with applicants ranked based on relevant experience, knowledge and education. The ranking instrument and grid will be approved by the Board of Commissioners.

Yeas: Frenchko, Cantalamessa, Fuda  
Nays: None

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**RE: COUNTY HUMAN RESOURCES DEPT. WILL DEVELOP A HIRING POLICY TO INCLUDE ADVERTISING/POSTING ALL POSITIONS TO BE APPROVED BY COMMISSIONERS BY 11/17/2021**

**34. MOTION:** Made by Ms. Frenchko, seconded by Mr. Cantalamessa, the Board of Commissioners acknowledges that the County, through its Human Resources Department, will develop a Hiring Policy, which will include advertising and posting all positions to be fully approved by the Board of Commissioners by November 17, 2021. Until a full hiring policy is adopted, all non-union positions under the Board of Commissioners will be advertised for 30 days, with applicants ranked based on relevant experience, knowledge and education. The ranking instrument and grid will be approved by the Board of Commissioners.

Yeas: Frenchko  
Nays: Cantalamessa, Fuda

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**RE: APPROVE BIENNIAL REVISION TO TRUMBULL COUNTY'S PREVENTION, RETENTION, AND CONTINGENCY PLAN**

**35. MOTION:** Made by Ms. Frenchko, seconded by Mr. Cantalamessa, to approve a BIENNIAL REVISION to Trumbull County's PREVENTION, RETENTION and CONTINGENCY PLAN effective October 1, 2021; this action per the recommendation of the Trumbull County Department of Job and Family Services.

***SPECIAL NOTE:** The Trumbull County PRC Plan revised effective October 1, 2021, complies with the requirements of Chapter 5108 of the Ohio Revised Code in adopting its written statement of policies.*

***NOTE:** The entire Prevention, Retention and Contingency Plan shall be recorded onto the Journal for record purposes.*

**REVISION TO PRC PLAN**

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| <ol style="list-style-type: none"> <li>1. Addition of Electronic Online Application</li> <li>2. Removal of Ohio Works Incentive Program (OWIP) due to the end of both the program and funding allocations on June 30, 2020.</li> <li>3. Extension on Kinship MOU between TCDJFS and the Trumbull County Children Services for one (1) additional year.</li> <li>4. Removal of COVID-19 Response PRC due to funds being exhausted.</li> </ol> |
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Yeas: Frenchko, Cantalamessa, Fuda  
Nays: None

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**RE: APPOINT MS. KAREN ZEHR – MEMBER TRUMBULL COUNTY SENIOR ADVISORY COUNCIL**

**36. MOTION:** Made by Mr. Fuda, seconded by Ms. Frenchko to appoint MS. KAREN ZEHR as a Member of the TRUMBULL COUNTY SENIOR SERVICES ADVISORY COUNCIL, commencing on September 22, 2021 and ending January 1, 2024.

***NOTE:** Ms. Zehr will replace Ms. Jean Malandro whose term expired January 1, 2024.*

***Discussion – Ms. Frenchko discussed the selection process and ranking instrument used for this Agenda Item. Mr. Fuda stated that he wanted to interview the Candidates earlier in the year and explained what happened with certain Candidates. There was a lengthy discussion between the Commissioners regarding how to select members going forward.***

Yeas: Fuda, Cantalamessa  
Nays: Frenchko

Week Beginning September 20, 2021

Meeting of September 22, 2021

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RE: APPROVE BILLS

37. MOTION: Made by Mr. Fuda, seconded by Ms. Frenchko to approve the bills, as per the individual departmental purchase orders/invoices forwarded to the Trumbull County Auditor for payment, providing all procedures of State law have been followed.

Yeas: Fuda, Frenchko, Cantalamessa  
Nays: None

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RE: TRANSFER MONIES

38. MOTION: Made by Mr. Fuda, seconded by Ms. Frenchko pursuant to Ohio Revised Code Section 5705.14, to transfer monies as submitted to the Trumbull County Auditor’s Office between the dates of September 13, 2021 through September 17, 2021. Complete list of money transfers shall be recorded onto the Journal for record purposes.

❖ Departments/Offices requesting to transfer monies:

- Planning Commission \$ 16,235.00 Fund # 229

Yeas: Fuda, Frenchko, Cantalamessa  
Nays: None

(Documents recorded on Journal Page(s) \_\_\_\_\_.)

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RE: ADDITIONAL APPROPRIATIONS

39. MOTION: Made by Mr. Fuda, seconded by Ms. Frenchko to approve additional appropriations, as submitted to the Trumbull County Auditor’s Office between the dates of September 13, 2021 through September 17, 2021. Complete list of additional appropriations shall be recorded onto the Journal for record purposes.

❖ Departments/Offices requesting additional appropriations:

- Domestic Relations & Juvenile Court \$ 1,000.00 Fund # 033
- Clerk of Courts \$ 65,000.00 Fund # 036
- Common Pleas \$ 1,000.00 Fund # 041
- Board of DD FY 22 \$ 6,301.68 Fund # 220
- NEOCAP \$ 579,026.00 Fund # 991

Yeas: Fuda, Frenchko, Cantalamessa  
Nays: None

(Documents recorded on Journal Page(s) \_\_\_\_\_.)

Week Beginning September 20, 2021

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RE: TRANSFERS APPROPRIATIONS

40. MOTION: Made by Mr. Fuda, seconded by Ms. Frenchko to transfer appropriations, as submitted to the Trumbull County Auditor’s Office between the dates of September 13, 2021 through September 17, 2021. Complete list of appropriation transfers shall be recorded onto the Journal for record purposes.

❖ Departments/Offices requesting to transfer appropriations:

• Prosecutor	\$ 357.00	Fund # 001
• Sheriff	\$ 482.36	Fund # 001
• Coroner	\$ 75.00	Fund # 001
• Planning Commission	\$ 25.00	Fund # 001
• Clerk of Courts	\$ 250.00	Fund # 036
• Board of DD FY 21	\$ 12,000.00	Fund # 220
• Children’s Services	\$ 8,000.00	Fund # 012
	\$ 23,000.00	Fund # 012
• Com Dev FY 20	\$ 1,200.77	Fund # 225
• MetroParks	\$ 300.00	Fund # 981
	\$ 23,110.00	Fund # 983

Yeas: Fuda, Frenchko, Cantalamessa  
Nays: None

(Documents recorded on Journal Page(s)\_\_\_\_\_.)

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RE: AMENDED BUDGET CERTIFICATE 25 - 2021  
COUNTY BUDGET COMMISSION

41. MOTION: Made by Mr. Fuda, seconded by Ms. Frenchko to receive the Amended Certificate of the County Budget Commission No. 25 - 2021, for the fiscal year beginning January 1, 2021, dated September 22, 2021, increasing estimated resources in the funds listed:

- DDFG Fund # 220
- CBCF St GR Fund # 991

Yeas: Fuda, Frenchko, Cantalamessa  
Nays: None

Comments:

*Commissioner Cantalamessa acknowledged Mayor Hill and thanked him for staying for the Commissioners’ Meeting.*

*Ms. Frenchko stated she spoke with the Auditor with regards to setting up a Fund for the Opioid monies so that the monies may be used for the needs of the Community, affected families, prevention and some Law Enforcement needs.*

*Ms. Frenchko asked that the Tabled Items be added back on the Agenda for next week. Mr. Cantalamessa stated the items need reworded and he is not comfortable with some of the items. Mr. Fuda suggested a Public Meeting to discuss the four Agenda items. There was lengthy discussion between the Commissioners.*

*Ms. Frenchko stated that she wanted to add WRTA back to the Agenda. Mr. Fuda stated they are trying to find a cost effective solution. Mr. Mike Salamone, Transit Administrator, stated there will be another meeting with the Mayors in six (6) months and at that time, he will provide an update and possible solutions. Mr. Cantalamessa stated Mr. Salamone was being prudent by waiting for more efficient/accurate numbers. There was a heated discussion between the Commissioners.*

(Continued)

Week Beginning September 20, 2021

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Comments (Cont'd)

*Ms. Frenchko stated there is an employee mocking, smirking and being inappropriate. Mr. Fuda addressed Ms. Frenchko stating the office staff has tried to work with her and she does not know how to follow rules herself. Mr. Cantalamessa and Mr. Fuda commented that Ms. Frenchko has forgotten what she has said about the office employees.*

*Ms. Frenchko asked why the American Rescue Plan (ARP) item was not on this week's Agenda as promised, and that she has been asked by community members why it is not on. Mr. Cantalamessa and Mr. Fuda addressed her concerns. Ms. Frenchko asked that the Clerk find out the process of other Counties/Communities by going on "Talk @ CCAO" on behalf of the Commissioners. There was a lengthy discussion between the Commissioners.*

*Ms. Shara Taylor, Commissioners' A/P Clerk, addressed Ms. Frenchko stating that she did not appreciate Ms. Frenchko's recent Social Media postings about her. Ms. Taylor stated that she feels disrespected by Ms. Frenchko and that Ms. Frenchko's postings are a disgrace.*

*Mr. Fuda stated that he is not Ms. Frenchko's teacher. Mr. Cantalamessa stated the office staff are what makes things happen within the Commissioner's Office and the staff deserves respect.*

**MS. FRENCHKO MADE A MOTION ON THE FLOOR TO ADJOURN.**

**MOTION DIED FOR LACK OF SECOND.**

*Ms. Harriet Ginjoyce commented to Ms. Frenchko that every time someone addresses Ms. Frenchko with regards to her conduct, she motions to adjourn. Ms. Frenchko stated the Commissioners' Meetings are for public business and should not to be used to attack a Commissioner.*

**MS. FRENCHKO MADE A SECOND MOTION ON THE FLOOR TO ADJOURN.**

*(Ms. Frenchko asked the Assistant Clerk to note the time as she needed to exit the meeting)*

**MOTION DIED FOR LACK OF SECOND.**

*Mr. Fuda stated that Ms. Taylor and Ms. DeNunzio Blair went out of their way and tried to work with Ms. Frenchko the first four months of this year. There was a brief heated discussion between the Commissioners.*

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**RE: ADJOURN**

**MOTION:** Made by Ms. Frenchko, seconded by Mr. Fuda, to adjourn the Regular Meeting of September 22, 2021, and to meet again in Regular Session on September 29, 2021.

Yeas: Frenchko, Fuda, Cantalamessa

Nays: None

WE CERTIFY THAT EACH AND ALL OF THE FOREGOING TO BE CORRECT.

\_\_\_\_\_  
MAURO CANTALAMESSA, PRESIDENT

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NIKI FRENCHKO, COMMISSIONER

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FRANK S. FUDA, COMMISSIONER

ATTEST:

\_\_\_\_\_  
PAULA J. VIVODA-KLOTZ, CLERK