

**Week of May 16, 2022**

**Meeting of May 18, 2022**

The Board of County Commissioners, Trumbull County, Ohio, met for a Regular Meeting on the 18th day of May, 2022, in the office of said Board, with the following members present:

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

***President's Remarks***

*Mr. Fuda thanked the Pennsylvania volunteers who arranged for the Northgate School District volunteers in Pennsylvania who built and donated nine kennels for the Dog Kennel. Mr. Fuda also thanked the school superintendent, Ms. Caroline Johns, and the group 'Voices' who donated food and tents for the dog houses.*

*Mr. Fuda thanked the City of Girard for hosting the Special Olympics and said it was a beautiful event.*

*Mr. Fuda said that everyone is now on the same page with the Meadowbrook Project and asked Mr. Gary Newbrough to explain the project details. Mr. Fuda thanked the Environmental Protection Agency.*

*Ms. Frenchko asked Mr. Newbrough about modifying the plan, applying for a grant and asked Mr. Newbrough if these things could be done. Mr. Newbrough addressed Ms. Frenchko's concerns.*

*Mr. Cantalamessa commented that all of this was discussed during an executive session that Ms. Frenchko did not attend and suggested that she contact the attorney for the details.*

*Ms. Frenchko suggested the staff be investigated.*

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**RE: MINUTES**

**1. MOTION:** Made by Ms. Frenchko, seconded by Mr. Cantalamessa, to dispense with reading the minutes of the Regular Meeting dated May 11, 2022.

Yeas: Frenchko, Cantalamessa, Fuda

Nays: None

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**RE: APPROVE BILLS**

**2. MOTION:** Ms. Frenchko, seconded by Mr. Cantalamessa, 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: Frenchko, Cantalamessa, Fuda

Nays: None

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RE: TRANSFER MONIES

3. MOTION: Made by Ms. Frenchko, seconded by Mr. Cantalamessa, pursuant to Ohio Revised Code Section 5705.14, to transfer monies as submitted to the Trumbull County Auditor’s Office between the dates of May 9, 2022 through May 13, 2022. Complete list of money transfers shall be recorded onto the Journal for record purposes.

❖ Departments/Offices requesting to transfer monies:

- Auditor \$ 5,000.00 Fund # 921

Yeas: Frenchko, Cantalamessa, Fuda

Nays: None

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

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RE: ADDITIONAL APPROPRIATIONS

4. MOTION: Made by Ms. Frenchko, seconded by Mr. Cantalamessa, to approve additional appropriations, as submitted to the Trumbull County Auditor’s Office between the dates of May 9, 2022 through May 13, 2022. Complete list of additional appropriations shall be recorded onto the Journal for record purposes.

❖ Departments/Offices requesting additional appropriations:

- Sheriff \$ 5,000.00 Fund # 022
- Commissioners \$ 178,189.00 Fund # 077
- \$ 207,225.00 Fund # 077

Yeas: Frenchko, Cantalamessa, Fuda

Nays: None

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

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RE: TRANSFER APPROPRIATIONS

5. MOTION: Made by Ms. Frenchko, seconded by Mr. Cantalamessa, to transfer appropriations, as submitted to the Trumbull County Auditor’s Office between the dates of May 9, 2022 through May 13, 2022. Complete list of appropriation transfers shall be recorded onto the Journal for record purposes.

❖ Departments/Offices requesting to transfer appropriations:

- Juvenile Probation \$ 50,000.00 Fund # 112
- \$ 539.96 Fund # 112
- Sanitary Engineers \$ 10,000.00 Fund # 600
- \$ 1,800.00 Fund # 436
- Prosecutor \$ 1,200.00 Fund # 104

Yeas: Frenchko, Cantalamessa, Fuda

Nays: None

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

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**RE: AMENDED CERTIFICATE NO. 9 - 2022  
COUNTY BUDGET COMMISSION**

**6. MOTION:** Made by Ms. Frenchko, seconded by Mr. Cantalamessa, to receive the Amended Certificate of the County Budget Commission No. 9 - 2022, for the fiscal year beginning January 1, 2022, dated May 18, 2022, increasing estimated resources in the funds listed:

- **Sheriff**                      **Fund # 022**

Yeas: Frenchko, Cantalamessa, Fuda  
Nays: None

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

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**RE: AWARD PROPOSAL  
SATOLLI CARPET AND FLOOR COVERING  
FOR INSTALLATION OF NEW CARPETING  
ELEVENTH DISTRICT COURT OF APPEALS  
COURTHOUSE**

**7. MOTION:** Made by Ms. Frenchko, seconded by Mr. Cantalamessa, resolution to award the lowest and best proposal submitted by SATOLLI CARPET AND FLOOR COVERING, 361 High Street NE, Warren, OH 44481 for all labor and materials necessary for the installation of new carpeting for the Eleventh District Court of Appeals Courthouse located at 111 High Street NE, Warren, OH 44481 including the removal of existing carpeting and required moving and reset of furnishings as required for this project, in the total amount of \$47,465.74 – to be paid from Fund No 921-130-1100-1100-1505506; and to further authorize Frank S. Fuda, President of the Board of Trumbull County Commissioners to execute any and all documents necessary to effectuate this action; this action is pursuant to the request of the Honorable Eleventh District Court of Appeals Judges and Trumbull County Buildings and Operations Manager Mr. William L. Hart.

***OTHER PROPOSAL SUBMITTED***

<b>COMPANY</b>	<b>AMOUNT</b>
<b>INDOFF, INC.</b> 640 Lloyd. Apt. #5 Hubbard, OH 44425	<b>\$57,598.70</b>

Yeas: Frenchko, Cantalamessa, Fuda  
Nays: None

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

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**RE: RESCIND JOURNAL ACTON DATED 04/27/2022  
2023 OHIO DEPARTMENT OF TRANSPORTATION  
URBAN TRANSIT CERTIFICATE–THIRD PARTY  
SERVICE PROVIDER**

**8. MOTION:** Made by Mr. Cantalamessa, seconded by Mr. Fuda, to RESCIND Journal Acton dated April 27, 2022, Journal Volume 154, Page 24754 authorizing Frank S. Fuda, President of the Board of Trumbull County Commissioners, to execute the 2023 OHIO DEPARTMENT OF TRANSPORTATION URBAN TRANSIT CERTIFICATE—Third Party Service Provider— Contingent on the President of the Board of Trumbull County Commissioners reviewing the application prior to submission—This action is being Rescinded after Transit Administrator was informed by ODOT that this Certification was not required for the 2023 ODOT Grant Application.

*Discussion: Ms. Frenchko stated when this agenda item was on along with other actions, were put on premature and stated that the actions were written contingent upon the Board reviewing the application prior to submission. She went on to state the Transit Administrator didn't know what he was doing and that why this item has to be pulled. Mr. Cantalamessa stated that Executive Discussion should be held when speaking about personnel. Mr. Fuda told Ms. Frenchko she keeps making comments about worker meeting after meeting.*

Yeas: Cantalamessa, Fuda, Frenchko  
Nays: None

**MS. FRENCHKO MADE A MOTION FROM THE FLOOR TO ELIMINATE THE TRANSIT ADMINISTRATOR POSITION THAT PAYS \$140,000.00**

*Mr. Cantalamessa Seconded the Motion from the Floor for discussion.*

*Mr. Cantalamessa said that was not Mr. Salamone's salary and Mr. Salamone told the Board when he originally put the agenda items on, that this one item may be taken off. Ms. Frenchko stated that everything was done backwards and Mr. Salamone shouldn't have to ask WRTA how to do his job. She said she believes hiring him was a mistake and the County needs to take care of that mistake and eliminate that position. Mr. Cantalamessa stated that Ms. Frenchko was making a lot of assumptions. Mr. Fuda said Ms. Frenchko does not know what she is talking about. Ms. Frenchko called, Point of Order stating it was not Mr. Fuda's job to say she doesn't know anything. Mr. Fuda said she was attacking a worker. Mr. Cantalamessa said this should be discussed in Executive Session, and she is opening the County up to liability, she has lawsuits against her and she is about to have another one.*

*The Clerk called the roll and reminded the Board they were voting to remove the Transit Administrator Position. Ms. Frenchko interrupted the Clerk stating it is not up to her to remind them of what is being voted on. The Clerk stated that she needs to keep her records straight.*

**MR. CANTALAMESSA MADE A MOTION TO ACCEPT THE ORIGINAL MOTION – ITEM NO # 8.**

Yeas: Cantalamessa, Fuda, Frenchko  
Nays: None

**MS. FRENCHKO stated that her motion from the floor still needed voted on even if the second was for discussion purposes.**

Yeas: Frenchko  
Nays: Cantalamessa, Fuda

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**RE: CLOSE ROAD – COUNTY ENGINEER**

9. **MOTION:** Made by Ms. Frenchko, seconded by Mr. Cantalamessa, to grant permission to the County Engineer to Close the Road listed.

➤ **HUNT CLUB TRAIL (T.H. 1409) located in Howland Township;** closing location between Henn Hyde Rd. (T.H. 157) and Fox Hound Run (T.H. 1437) for Howland #16 Culvert Replacement.

**Closing Dates: Monday, May 16, 2022 through Friday, June 10, 2022**

**RECOMMENDED DETOUR:** South on Henn Hyde Rd. (T.H. 157); West on Cain Drive (T.H. 984); North on Palette Drive (T.H. 1237); North on Fox Hound Run (T.H. 1437).

*Discussion:*

*Ms. Frenchko stated this was going to be a lengthy closure.*

*Mr. Fuda stated the County Engineer’s Office came to Ms. Frenchko’s workshop for an hour and would not come to his workshop to answer his questions. He said he wants to investigate the items before he votes on them.*

Yeas: Frenchko, Cantalamessa

Nays: Fuda

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**RE: REVISE ‘LEGAL WEIGHT LIMIT’ ON HIGHWAY STRUCTURES LISTED, AND TO EXPRESS AS CODED TRUCK TYPE/WEIGHT LIMIT IN TONS -- COUNTY ENGINEERS**

10. **MOTION:** Made by Ms. Frenchko, seconded by Mr. Cantalamessa, to authorize the Trumbull County Engineer to Revise the ‘Legal Weight Limit’ on the highway structures listed, AND to express as *coded truck type/weight limit in tons*—the legal weight limit for Ohio truck classifications: 2F1, 3F1, 4F1 and 5C1 are 15 ton, 23 ton, 27 ton and 40 ton respectively; SU4, SU5, SU6, and SU7 are 27 ton, 31 ton, 34.75 ton, 38.75 ton; EV2 and EV3 are 28.75 ton and 43 ton respectively. This office recommends changes to the legal weight limit on the following highway structures:

❖ **WAR #1 (SFN 7841396)**

**Post 2-axle/5, 3-axle/5, 4-axle/5, 5-axle/5, 6+ axle/5**

The results of a recent inspection dictate the need for the specified posting.

The Warren #1 structure is located on Layer Road (T.H. 95A), between Kibler Toot Rd. and Hewitt Gifford Rd. in Warren Township.

Discussion: Ms. Frenchko spoke about Item #10 and said they are applying for grant money so there should be no additional cost to the taxpayers.

*Mr. Fuda stated that he will not support the Highway Dept. because they take the time to publically attack the office staff, but wouldn’t take the time to attend his workshop. Ms. Frenchko mentioned a \$40,000.00 error that effects all tax payers.*

Yeas: Frenchko, Cantalamessa

Nays: Fuda

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**RE: RESIGNATION--MR. CHRISTOPHER MURRAY  
FROM POSITION OF LABORER-WATER  
SANITARY ENGINEERS DEPARTMENT**

**11. MOTION:** Made by Ms. Frenchko, seconded by Mr. Cantalamessa, to accept the resignation of MR. CHRISTOPHER MURRAY from his position of LABORER-WATER with the Trumbull County Sanitary Engineers Department, effective May 6, 2022. *Mr. Murray's resignation letter shall be recorded onto the Journal for record purposes; this action per the recommendation of the Sanitary Engineers Office and the Human Resource Department.*

**NOTE:** We wish Chris the best of luck in his next position.

Yeas: Frenchko, Cantalamessa, Fuda

Nays: None

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**RE: ADVERTISE FOR "REQUEST FOR STATEMENT  
OF QUALIFICATIONS" OR "LETTER OF  
INTEREST" FOR CONSULTANT ENGINEERING  
SERVICES FOR CHAMPION-BAZETTA WATER  
BOOSTER STATION PROJECT NO. 1-W-22 –  
SANITARY ENGINEERS DEPARTMENT**

**12. MOTION:** Made by Ms. Frenchko, seconded by Mr. Cantalamessa, to authorize The Board of Trumbull County Commissioners' Clerk to advertise for "Request for Statement of Qualifications" or "Letter of Interest" for Consultant Engineering Services for the Champion - Bazetta Water Booster Station Project, Project No. 1-W-22 located in Bazetta Township; this action per the recommendation of the Trumbull County Sanitary Engineers.

**NOTE:** Consultant engineering services shall include design engineering including water system modeling and evaluation, assist with site selection, soil borings, develop design drawings, develop Engineer Opinion of Probable Construction Cost, OEPA permitting and other permits necessary for the construction of the new facility, utility coordination, property and or easement acquisition documents, preparation of construction documents and specifications, bid packages along with the bidding process and construction administration including Resident Project Representative services through the completion of the project.

*Discussion Regarding Mercy Health Complex – Frenchko, Fuda, & Newbrough.*

*Mr. Fuda thanked Mr. Newbrough for clearing up any questions on this project.*

*Mr. Newbrough briefly explained the Water/Sewer Lines for this Project. Mr. Fuda thanked Mr. Newbrough for straightening out some misinformation that was given to the Champion Township Trustees.*

Yeas: Frenchko, Cantalamessa, Fuda

Nays: None

Legal Notice recorded on Journal Page(s) \_\_\_\_\_.)

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**RE: NON-REIMBURSABLE EXTENSION AGREEMENT  
HOWLAND COMMONS, LLC, AND MEIJER  
STORES LIMITED PARTNERSHIP FOR  
EXTENSION OF A SANITARY SEWER**

**13. MOTION:** Made by Ms. Frenchko, seconded by Mr. Cantalamessa, enter into a Non-Reimbursable Extension Agreement for the extension of a sanitary sewer in accordance with the Ohio Revised Code Section 307.73 with Howland Commons, LLC and Meijer Stores Limited Partnership, on Niles Cortland Road, within Howland Township, Trumbull County Combined Sanitary Sewer District, Mosquito Creek Sub District, known as Project No. 1-S-22, subject to the approval of the Prosecutors Office.

*Mr. Fuda said this is a great addition to Howland Township and the Eastwood Mall area. Ms. Frenchko spoke of the sinkholes and stated that Meijer has a very good Stormwater plan in place.*

Yeas: Frenchko, Cantalamessa, Fuda  
Nays: None

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

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**RE: DETAILED SEWER DRAWINGS  
HOWLAND COMMONS, LLC. AND MEIJER  
STORES LIMITED PARTNERSHIP**

**14. MOTION:** Made by Ms. Frenchko, seconded by Mr. Cantalamessa, approve detailed sewer drawings of Howland Commons, LLC. and Meijer Stores Limited Partnership on Niles Cortland Road, within Howland Township, Trumbull County Combined Sanitary Sewer District, Mosquito Creek Sub District, known as Project No. 1-S-22, per the recommendation of the Sanitary Engineer.

*Mr. Fuda thanked the Cafaro Company for the Eastwood Mall Complex and commended them on how well the grounds are maintained. Ms. Frenchko called "Point of Order" and said the discussion has to pertain to the item.*

Yeas: Frenchko, Cantalamessa, Fuda  
Nays: None

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**RE: EMPLOYMENT -- JULIANNA TITI  
TELECOMMUNICATOR--911 CENTER**

**15. MOTION:** Made by Ms. Frenchko, seconded by Mr. Cantalamessa, to approve the personnel action for the employment of JULIANNA TITI as a TELECOMMUNICATOR with the TRUMBULL COUNTY 911 CENTER, effective June 5, 2022. Ms. Titi will be paid the rate of \$16.514 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:** Ms. Titi successfully passed a pre-employment drug screen, physical and background check.

Yeas: Frenchko, Cantalamessa, Fuda  
Nays: None

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**RE: EMPLOYMENT -- JESSICA ROZIER  
TELECOMMUNICATOR--911 CENTER**

**16. MOTION:** Made by Ms. Frenchko, seconded by Mr. Cantalamessa, to approve the personnel action for the employment of JESSICA ROZIER as a TELECOMMUNICATOR with the TRUMBULL COUNTY 911 CENTER, effective June 19, 2022. Ms. Rozier will be paid the rate of \$18.165 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:** Ms. Rozier successfully passed a pre-employment drug screen, physical and background check.

Yeas: Frenchko, Cantalamessa, Fuda  
Nays: None

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**RE: EMPLOYMENT -- HETHER SOEDER  
TELECOMMUNICATOR--911 CENTER**

**17. MOTION:** Made by Ms. Frenchko, seconded by Mr. Cantalamessa, to approve the personnel action for the employment of HETHER SOEDER as a TELECOMMUNICATOR with the TRUMBULL COUNTY 911 CENTER, effective May 22, 2022. Ms. Soeder will be paid the rate of \$19.431 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:** Ms. Soeder successfully passed a pre-employment drug screen, physical and background check.

*Mr. Fuda stated that the 911 Center needs to hire more employees as they recently lost one.*

Yeas: Frenchko, Cantalamessa, Fuda  
Nays: None

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**RE: EXECUTE AMENDMENT NO. 1 TO  
AGREEMENT DATED 01/05/2022  
LYNN, KITTINGER & NOBLE, INC. FOR  
ELIGIBLE HOUSEHOLDS TO RECEIVE  
ASSISTANCE-PLANNING COMMISSION**

**18. MOTION:** Made by Ms. Frenchko, seconded by Mr. Cantalamessa, concur with the Trumbull County Planning Commission Board to authorize the Board of Trumbull County Commissioners to execute Amendment No. 1 to an agreement dated January 5, 2022, Journal Volume 154, Page 24492, with LYNN, KITTINGER & NOBLE, INC., 2900 Elm Road NE, Warren, OH 44483. Amendment No. 1 reflects an increase in costs for the additional households income-qualified to date to receive assistance under this program and reduce the scope of services being performed.

Amendment No. 1 is necessary to:

- 1) Cover the costs for professional services provided to an additional nineteen (19) income qualified, eligible households. The original agreement included an estimated fifteen (15) households would be served; to date thirty-four (34) households have been income-qualified for CDBG funding assistance and;

(Continued)



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**AMENDMENT NO. 1 TO AGREEMENT DATED 01/05/2022 (Cont'd)**

2) Reduce the scope of services performed under this agreement. Sections C. Construction Administration & Inspection and Section D. Project Close-Out are being non-performed at this time.

The original agreement in the amount of \$38,250 included professional services for fifteen (15) income-eligible homeowners. This Amendment No. 1 increases the number of households assisted through the CDBG Program from fifteen (15) to thirty-four (34) and eliminates services provided under Parts C & D of the original agreement. The modified agreement amount is therefore \$61,200 and provides professional services for Parts A & B detailed in the table below for thirty-four (34) owner-occupied, income eligible households. The additional cost is being funded through B-F-21-1CS-1; Project 1; Activity 1; Fund No. 225-030-5121-5104-1-505610.

*Ms. Frenchko stated that she is glad to see the amendments & changes that will help service the population.*

Yeas: Frenchko, Cantalamessa, Fuda

Nays: None

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**RE: EXECUTE AMENDMENT NO. 2 TO AGREEMENT  
DATED 01/05/2022 LYNN, KITTINGER & NOBLE, INC.  
FOR ELIGIBLE HOUSEHOLDS TO RECEIVE  
ASSISTANCE UNDER HSTS-PLANNING COMMISSION**

**19. MOTION:** Made by Ms. Frenchko, seconded by Mr. Cantalamessa, concur with the Trumbull County Planning Commission to authorize the Board of Trumbull County Commissioners and execute Amendment No. 2 to an agreement dated January 5, 2022, Journal Volume 154, Page 24492, with LYNN, KITTINGER & NOBLE, INC., 2900 Elm Road NE, Warren, OH 44483. Amendment No. 2 reflects an increase in costs for the additional households income-qualified to date to receive assistance under the HSTS Reserve Program.

Amendment #2 is necessary to:

- 1) Cover the costs for professional services provided to ten (10) additional income qualified, eligible households under the HSTS Reserve Program. The original agreement included an estimated fifteen (15) households would be served; to date forty-four (44) households have been income-qualified with thirty-four (34) receiving assistance under the CDBG Program (See Amendment 1) and ten (10) more households eligible to receive assistance under the HSTS Reserve Program.

The original agreement in the amount of \$38,250 included professional services for fifteen (15) income-eligible homeowners. Amendment No. 1 increased the number of households assisted through the CDBG Program from fifteen (15) to thirty-four (34) and eliminated services provided under Parts C & D of the original agreement. Amendment No. 1 increased the agreement amount to \$61,200 and is paid for through B-F-21-1CS-1.

Amendment No. 2 increases the number of households assisted overall to forty-four (44) households; with ten (10) receiving assistance through the HSTS Reserve Program. Amendment No. 2 increases the agreement by +\$18,000 to \$79,200; the \$18,000 is being paid for through HSTS Program Fund Nos. 258-070-5121-5106-1-505607 and 258-070-5122-5106-1-505607.

Yeas: Frenchko, Cantalamessa, Fuda

Nays: None

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- 20. MS. FRENCHKO MOVED TO REMOVE FROM TABLE ITEM NO. 11, UNDER AGENDA DATE OF MAY 4, 2022, JOURNAL VOLUME 154, PAGE 24769, WHICH READS AS FOLLOWS:**

To Require ALL Department heads under the Board of Commissioners Develop DEPARTMENTAL & OFFICE POLICY MANUALS, inclusive of a work flow chart, and a training manual for each category of employee, to be submitted and approved by the Board of Trumbull County Commissioners by September 1, 2022 and an initial draft July 1, 2022.

*NOTE:* County offices do not have training and specific policy manuals in place in each department. This is needed for safety, efficiency and to protect the county from liability. There is currently no formal storage policy or training manual for maintenance, the dog kennel, the human resources department, the Commissioners' Office, and most other departments. An employee was recently injured at the dog kennel last year, HR employees have failed to advertise the HR director position properly; Commissioners' Office Staff fails to include critical and correct information on Commissioners calendars, and have had work set for months due to lack of training or understanding. This could have been avoided if the county had departmental policies, training manuals and work flow charts in place. It has been past practice to learn from looking around, asking others on the job, or informal training sessions. A formal manual will aid in efficiency, and allow others to fill in the absence of other employees, and provide a guideline on how work is to be done that the employees sign off on and acknowledge.

**MOTION DIED FOR LACK OF SECOND**

- 21. To Require ALL Department heads under the Board of Commissioners Develop DEPARTMENTAL & OFFICE POLICY MANUALS, inclusive of a work flow chart, and a training manual for each category of employee, to be submitted and approved by the Board of Trumbull County Commissioners by September 1, 2022 and an initial draft July 1, 2022.**

*NOTE:* County offices do not have training and specific policy manuals in place in each department. This is needed for safety, efficiency and to protect the county from liability. There is currently no formal storage policy or training manual for maintenance, the dog kennel, the human resources department, the Commissioners' Office, and most other departments. An employee was recently injured at the dog kennel last year, HR employees have failed to advertise the HR director position properly; Commissioners' Office Staff fails to include critical and correct information on Commissioners calendars, and have had work set for months due to lack of training or understanding. This could have been avoided if the county had departmental policies, training manuals and work flow charts in place. It has been past practice to learn from looking around, asking others on the job, or informal training sessions. A formal manual will aid in efficiency, and allow others to fill in the absence of other employees, and provide a guideline on how work is to be done that the employees sign off on and acknowledge.

**MS. FRENCHKO MADE MOTION FROM THE FLOOR: UNDER THE BOARD OF COMMISSIONERS' OFFICE TO DEVELOP OFFICE MANUAL/WORK FLOW CHARTS AND TRAINING MANUALS FOR EVERY CATEGORY OF EMPLOYEE TO BE COMPLETED BY SEPTEMBER 1, 2022, WITH INITIAL DRAFT BY JULY 1, 2022. She said they had a recent situation where the ball was dropped in their office costing taxpayer's money, she wants to have work flow tracking, she spoke to employees so they would document what they do. Ms. Frenchko stated that that when Paulette Godfrey was forced out of the County, she took a great deal of institutional knowledge with her and without documentation it leaves a margin of error for staff. She said we need better training to eliminate costly mistakes. Ms. Frenchko said a developer had a final replat sit on someone's desk for two months. Mr. Fuda said he would comment on this after the meeting.**

**MOTION DIED FOR LACK OF SECOND**

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MS. FRENCHKO MADE A MOTION FROM THE FLOOR TO INVESTIGATE TRUMBULL COUNTY COMMISSIONERS' OFFICE STAFF FOR VIOLATIONS OF THE COUNTY POLICY/PROCEDURE MANUAL OVER THE LAST YEAR. SHE SAID THIS NEEDS DONE RIGHT AWAY BECAUSE WE HAVE PEOPLE NOT COMPLETING WORK IN A TIMELY MANNER AND IS OUT OF CONTROL:

MOTION DIED FOR LACK OF SECOND.

*Mr. Fuda stated that he is getting opinions on the policies that are in place and he's tired of her bringing up investigating the staff. There was further discussion regarding personal attacks, running off copies, piling on additional work, county business and Roberts Rules.*

MS. FRENCHKO MADE A MOTION FROM THE FLOOR FOR THE BOARD OF COMMISSIONERS TO INVESTIGATE WITHIN OUR OFFICE AND THE SPECIAL PROJECTS PERSON TO PURCHASE COLLABORATIVE SOFTWARE BECAUSE THAT WOULD HAVE PREVENTED THE COSTLY MISTAKE AND THE REQUIREMENT TO MAKE COPIES BECAUSE WE COULD USE SOFTWARE TO IDENTIFY THE WORKFLOW AND DOCUMENTATION SUPPORTING THE AGENDA ITEM

MOTION DIED FOR LACK OF SECOND.

*Mr. Cantalamessa stated that Ms. Frenchko looks like she is targeting the staff. Ms. Frenchko stated that she is willing to share videos her with the media. Mr. Cantalamessa told Ms. Frenchko that she needs to quit putting her ego first. Ms. Frenchko stated she would put her videos on YouTube.*

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RE: ADJOURN

**MOTION:** Made by Mr. Cantalamessa, seconded by Mr. Fuda, to adjourn the Regular Meeting of May 18, 2022, and to meet again in Regular Session on May 25, 2022.

Yeas: Cantalamessa, Fuda

Nays: None

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

\_\_\_\_\_  
FRANK S. FUDA, PRESIDENT

\_\_\_\_\_  
MAURO CANTALAMESSA, COMMISSIONER

\_\_\_\_\_  
NIKI FRENCHKO, COMMISSIONER

ATTEST:

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