

**COUNTY OF SUMMIT**  
**REGULAR COUNCIL MEETING MINUTES**  
**June 30, 2025**

A Caucus was held prior to the meeting to discuss Agenda items. Council members Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite were present.

Representatives from Abundant Life Farm presented to Council to discuss the Urban Ag Futures Program.

Apostlett and Ben Sponseller addressed Council with a public comment.

The following items were addressed before Council at the Caucus:

- 2025-190 Stephen Byrne from the Office of Information Technology addressed Council on this first reading passage request.
- 2025-191 Heidi Swindell from the Engineer's Office addressed Council on this first reading passage request.
- 2025-192 Heidi Swindell from the Engineer's Office addressed Council on this first reading passage request.
- 2025-193 Heidi Swindell from the Engineer's Office addressed Council on this first reading passage request.
- 2025-194 Craig Stanley from the Department of Administrative Services addressed Council on this first reading passage request.
- 2025-195 Holly Miller from the Community and Economic Development Department addressed Council on this first reading passage request.
- 2025-196 Lori Pesci from Public Safety addressed Council on this first reading passage request.
- 2025-197 Lori Pesci from Public Safety addressed Council on this first reading passage request.
- 2025-198 Chris Barker from Summit County Public Health addressed Council on this first reading passage request.
- 2025-199 Stephen Byrne from the Office of Information Technology addressed Council on this first reading passage request.
- 2025-200 Sarah Buccigross from the Executive's Office addressed Council on this first reading passage request.
- 2025-201 Greta Johnson from the Executive's Office and Brian Harnak from the Law Department addressed Council on this first reading passage request.

The Council Regular Meeting was called to order at 05:02 PM in Council Chambers.

ROLL CALL- Present: Mrs. Darrow, Ms. Dickinson, Mr. Donofrio, Ms. Higham, Mr. Kacyon, Mr. Licate, Mrs. McKenney, Mr. Schmidt, Ms. Walters, Mr. Wilhite; Absent: Mr. Ford

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MINUTES FOR APPROVAL: Ms. Walters moved to approve the minutes of the regular Council meeting(s) held June 16, 2025.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Minutes were approved 10-0.

ANNOUNCEMENT OF GENERAL INTEREST:

ANNOUNCEMENT FROM EXECUTIVE:

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ANNOUNCEMENT OF OFFICEHOLDERS:

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### **MOTIONS FOR COUNCIL**

**M-034-2025 A Motion of Council amending the Council and Committee meeting calendar for the remainder of 2025 by adding a Committee meeting for August 4, 2025.**

Movant - Ms. Darrow

Ms. Walters moved to adopt.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed - Voice Vote: 10-0

Motion M-034-2025 was adopted.

## **FIRST READINGS**

2025-190     **A Resolution approving the salary adjustment for classified non-bargaining employee Matthew Gullace based upon job performance, increased responsibilities in his job duties and pay equity, for the Office of Information Technology, and declaring an emergency.**

Sponsor - Executive Shapiro

Staff Contact: Mark Potter, (330) 643-2726, mpotter@summitoh.net

Ms. Higham moved to suspend Council Rule 8.01 (A): the requirement of three readings at a Regular Council meeting.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed - Voice Vote: 10-0

Ms. Higham moved to adopt.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed - Voice Vote: 10-0

Resolution 2025-190 was adopted.

2025-191      **A Resolution authorizing the Executive to enter into a Local Public Agency agreement with the State of Ohio, through the Department of Transportation, for the Valley View Road Resurfacing Project, located in Northfield Center Township and Sagamore Hills Township, in Council District 1, with the Department of Transportation providing up to \$787,500.00 in Surface Transportation Block Grant funds and \$87,500.00 in Toll Revenue Credit funds, with the County being responsible for the balance of the project costs, at a total cost not to exceed \$1,522,00.00, for the Executive and Engineer, and declaring an emergency.**

Sponsor - Executive Shapiro

Staff Contact: Mark Potter, (330) 643-2726, mpotter@summitoh.net

Mr. Licate moved to suspend Council Rule 8.01 (A): the requirement of three readings at a Regular Council meeting.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed - Voice Vote: 10-0

Mr. Licate moved to adopt.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed - Voice Vote: 10-0

Resolution 2025-191 was adopted.

2025-192      **A Resolution authorizing the Executive to enter into agreements for the acquisition and/or appropriation proceedings for a standard highway easement, warranty deeds, and temporary easements over portions of the real property known as Parcel Numbers 0117478, 0116875, 0113914, 0114009, and 0114912 needed for the Snyder Avenue Bridge Replacement Project, located in the City of Barberton, in Council District 7, for the Engineer, and declaring an emergency.**

Sponsor - Executive Shapiro

Staff Contact: Mark Potter, (330) 643-2726, mpotter@summitoh.net

Mr. Licate moved to suspend Council Rule 8.01 (A): the requirement of three readings at a Regular Council meeting.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed - Voice Vote: 10-0

Mr. Licate moved to adopt.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed - Voice Vote: 10-0

Resolution 2025-192 was adopted.

2025-193      **A Resolution confirming the award by the Board of Control of a purchase contract with Ports Petroleum Company, Inc. for unleaded and diesel fuel for general fleet operations, at CUE pricing, for a one-year term, from 1/1/25 through 12/31/25, with one option to renew for an additional one-year term, in an amount not to exceed \$300,000.00, for the Engineer, and declaring an emergency.**

Sponsor - Executive Shapiro

Staff Contact: Mark Potter, (330) 643-2726, mpotter@summitoh.net

Mr. Licate moved to suspend Council Rule 8.01 (A): the requirement of three readings at a Regular Council meeting.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed - Voice Vote: 10-0

Mr. Licate moved to adopt.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed - Voice Vote: 10-0

Resolution 2025-193 was adopted.

2025-194      **A Resolution confirming the award by the Board of Control of a construction contract with The K Company, Inc., for replacement of the HVAC system at the Sheriff Robert D. Campbell Training Facility indoor firing range, located in the City of Green, in Council District 8, for an estimated total cost not to exceed \$460,000.00, for the Executive's Department of Administrative Services – Physical Plants, and declaring an emergency.**

Sponsor - Executive Shapiro

Staff Contact: Mark Potter, (330) 643-2726, mpotter@summitoh.net

Ms. Walters moved to suspend Council Rule 8.01 (A): the requirement of three readings at a Regular Council meeting.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed - Voice Vote: 10-0

Ms. Walters moved to adopt.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed - Voice Vote: 10-0

Resolution 2025-194 was adopted.

2025-195     **A Resolution approving and authorizing the Executive to execute and submit the Community Development Block Grant and HOME Investment Partnership Program 2025-2029 Action Plan to the U.S. Department of Housing and Urban Development for program years 2025-2029, authorizing the Executive to execute the 2025 Community Development Block Grant and HOME Investment Partnership Program contracts, and authorizing the Executive to execute any documents and submit any information necessary to meet the urban qualification period for 2026-2028, for the Executive's Department of Community and Economic Development, and declaring an emergency.**

Sponsor - Executive Shapiro

Staff Contact: Mark Potter, (330) 643-2726, mpotter@summitoh.net

Ms. Walters moved to suspend Council Rule 8.01 (A): the requirement of three readings at a Regular Council meeting.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed - Voice Vote: 10-0

Ms. Walters moved to adopt.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed - Voice Vote: 10-0

Resolution 2025-195 was adopted.



2025-196     **A Resolution confirming the award by the Board of Control, subject to the approval of the Information Technology Board, of a professional service contract with Tyler Technologies, Inc., as a Best Practical Source, for the case management system at the Jail, for a one-year term, for the period of 7/1/25 to 6/30/26, in an amount not to exceed \$259,905.50, for the Executive's Department of Public Safety and Sheriff, and declaring an emergency.**

Sponsor - Executive Shapiro

Staff Contact: Kent Starks, (330) 643-2074, [kstarks@summitoh.net](mailto:kstarks@summitoh.net)

Ms. Dickinson moved to suspend Council Rule 8.01 (A): the requirement of three readings at a Regular Council meeting.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed - Voice Vote: 10-0

Ms. Dickinson moved to adopt.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed - Voice Vote: 10-0

Resolution 2025-196 was adopted.

2025-197     **A Resolution confirming the award by the Board of Control of a professional service contract with Greenleaf Family Center, as a Best Practical Source, to provide assessments to identify court-involved individuals who may require enhanced programs or services, for the period 7/1/25 through 6/30/27, in an amount not to exceed \$374,400.00, for the Executive's Department of Public Safety, and declaring an emergency.**

Sponsor - Executive Shapiro

Staff Contact: Kent Starks, (330) 643-2074, kstarks@summitoh.net

Ms. Dickinson moved to suspend Council Rule 8.01 (A): the requirement of three readings at a Regular Council meeting.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed - Voice Vote: 10-0

Ms. Dickinson moved to adopt.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed - Voice Vote: 10-0

Resolution 2025-197 was adopted.

2025-198     **A Resolution declaring the month of August 2025 as National Immunization Awareness Month, recognizing the individual and community benefits of receiving immunizations, for the Executive, and declaring an emergency.**

Sponsor - Executive Shapiro, Council as a Whole

Staff Contact: Kent Starks, (330) 643-2074, kstarks@summitoh.net

Mr. Wilhite moved to suspend Council Rule 8.01 (A): the requirement of three readings at a Regular Council meeting.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed - Voice Vote: 10-0

Mr. Wilhite moved to adopt.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed - Voice Vote: 10-0

Resolution 2025-198 was adopted.

2025-199      **A Resolution confirming the award by the Board of Control of a purchase contract with Insight Public Sector Inc., at less than State Term Pricing, for asset refreshes of computer equipment, in an amount not to exceed \$301,992.18, for the Office of Information Technology, and declaring an emergency.**

Sponsor - Executive Shapiro

Staff Contact: Kent Starks, (330) 643-2074, kstarks@summitoh.net

Mr. Donofrio moved to suspend Council Rule 8.01 (A): the requirement of three readings at a Regular Council meeting.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed - Voice Vote: 10-0

Mr. Donofrio moved to adopt.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed - Voice Vote: 10-0

Resolution 2025-199 was adopted.

2025-200      **A Resolution appropriating funds in order to meet projected expenditures for the balance of 2025 as set forth in Exhibit A, for the Executive's Department of Finance and Budget, and declaring an emergency.**

Sponsor - Executive Shapiro

Staff Contact: Kent Starks, (330) 643-2074, kstarks@summitoh.net

Mr. Donofrio moved to suspend Council Rule 8.01 (A): the requirement of three readings at a Regular Council meeting.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed - Voice Vote: 10-0

Mr. Donofrio moved to adopt.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed - Voice Vote: 10-0

Resolution 2025-200 was adopted.

Mr. Schmidt moved to amend the Agenda to add Late Filings.

Voice Vote on the motion

For: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

10-0

### **FIRST READINGS LATE FILINGS**

2025-201      **A Resolution submitting to the electors of the County of Summit at the November 4, 2025 general election a proposed charter amendment to add Article XI to the Charter of the County of Summit, as set forth in Exhibit A, for the Executive, and declaring an emergency.**

Sponsor - Executive Shapiro

Staff Contact: Mark Potter, (330) 643-2726, mpotter@summitoh.net

Committee First Readings

### **Routine Agenda Motion(s)**

Mr. Schmidt moved to suspend Council Rule 8.01 (A): the requirement of three readings at a Regular Council meeting.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed

Mr. Schmidt moved to adopt.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed

### **ROUTINE LEGISLATION UNANIMOUSLY AGREED TO BY COMMITTEE**

- 2025-179      **A Resolution approving the Human Resource Commission revised Social Service Group (27000), 27051-27056 Series and the addition of a 27030-27031 Series, as outlined in Exhibit A, for the Executive's Department of Human Resources, and declaring an emergency.**

Sponsor - Executive Shapiro

Staff Contact: Mark Potter, (330) 643-2726, mpotter@summitoh.net

Resolution 2025-179 was adopted.

- 2025-180      **A Resolution granting design preparations for Springfield Township's Springfield Lake Outlet (County Ditch No. 45) Petitioned Drainage Improvement Project pursuant to Section 6131.12 of the Ohio Revised Code and declaring an emergency.**

Sponsor - Mr. Ford

Staff Contact: Mark Potter, (330) 643-2726, mpotter@summitoh.net

Resolution 2025-180 was adopted.

- 2025-181      **A Resolution authorizing the publication and legal notices for the proposed public improvement known as the Hinman Ditch (County Ditch No. 52) Improvements Project located in Coventry Township, and setting dates for the Public Viewing and Public Hearing pursuant to Section 6131.07 of the Ohio Revised Code, for Council, and declaring an emergency.**

Sponsor - Mr. Ford

Staff Contact: Mark Potter, (330) 643-2726, mpotter@summitoh.net

Resolution 2025-181 was adopted.

- 2025-182      **A Resolution authorizing the publication and legal notices for the proposed public improvement known as the Dorwick Ditch Improvements Project located in Northfield Center Township, and setting dates for the Public Viewing and Public Hearing pursuant to Section 6131.07 of the Ohio Revised Code, for Council, and declaring an emergency.**
- Sponsor - Mr. Ford  
Staff Contact: Mark Potter, (330) 643-2726, mpotter@summitoh.net
- Resolution 2025-182 was adopted.
- 
- 2025-184      **A Resolution confirming the award by the Board of Control of a construction contract with Pavement Technology, Inc. for the 2025 Summit County Regional Asphalt Rejuvenating Program, in an amount not to exceed \$130,494.61, for the Engineer, and declaring an emergency.**
- Sponsor - Executive Shapiro  
Staff Contact: Mark Potter, (330) 643-2726, mpotter@summitoh.net
- Resolution 2025-184 was adopted.
- 
- 2025-185      **A Resolution confirming the award by the Board of Control of a lease-purchase agreement with Brown Equipment Company, under Sourcewell pricing, for a five-year term, for an IBAK MicroGATOR Cutter Truck, with a combination CCTV and lateral reinstatement cutter system, which will be financed through Republic First National Corporation, at a interest rate of 5.45%, for a total amount not to exceed \$754,770.00, for the Executive's Department of Sanitary Sewer Services, and declaring an emergency.**
- Sponsor - Executive Shapiro  
Staff Contact: Mark Potter, (330) 643-2726, mpotter@summitoh.net
- Resolution 2025-185 was adopted.
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- 2025-186      **A Resolution confirming the award by the Board of Control of Change Order No. 1 to a professional service contract with Four Points Architectural Services, Inc. for design services for the Summit Center Improvement Project, located in the City of Akron, in Council District 4, in an amount not to exceed \$40,000.00 (for a cumulative increase of 44.10%), for a total amount not to exceed \$130,700.00, for the Executive's Department of Administrative Services–Physical Plants, and declaring an emergency.**
- Sponsor - Executive Shapiro  
Staff Contact: Mark Potter, (330) 643-2726, mpotter@summitoh.net
- Resolution 2025-186 was adopted.

- 2025-187      **A Resolution authorizing the Executive to execute any documents necessary to apply for, accept, and enter into a Water Pollution Control Loan Fund (WPCLF) Agreement with the Ohio Environmental Protection Agency for the repair and replacement of home sewage treatment systems, for the Executive's Department of Community and Economic Development, and declaring an emergency.**

Sponsor - Executive Shapiro

Staff Contact: Mark Potter, (330) 643-2726, mpotter@summitoh.net

Resolution 2025-187 was adopted.

- 2025-188      **A Resolution declaring the month of August 2025 as Child Support Awareness Month in Summit County, recognizing that Support is Key and encouraging the residents of Summit County to join in this acknowledgement and to wear green on August 6, 2025, for the Prosecutor and the Executive, and declaring an emergency.**

Sponsor - Executive Shapiro, Council as a Whole

Staff Contact: Kent Starks, (330) 643-2074, kstarks@summitoh.net

Resolution 2025-188 was adopted.

## **SECOND READINGS**

2025-183     **An amended Resolution to extend the final design report to ~~October~~ August 1, 2026 for Northfield Center Township's Norwood Lake, Beech Drive and Cherry Lane ditch petition pursuant to Section 6131.12 of the Ohio Revised Code, and declaring an emergency.**

Sponsor - Mr. Ford

Staff Contact: Mark Potter, (330) 643-2726, mpotter@summitoh.net

Mr. Licate moved to amend the legislation.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed - Voice Vote: 10-0

Mr. Licate moved to suspend Council Rule 8.01 (A): the requirement of three readings at a Regular Council meeting.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed - Voice Vote: 10-0

Mr. Licate moved to adopt.

Voice Vote on the motion.

Yes: Darrow, Dickinson, Donofrio, Higham, Kacyon, Licate, McKenney, Schmidt, Walters, Wilhite

Absent: Ford

Motion passed - Voice Vote: 10-0

Resolution 2025-183 was adopted.



Presentation of New Business:

Presentation of Petitions to address Council:

**Executive Session**

Motion By:

Seconded By:

Motion Type:

For:

Against:

Abstain:

Absent:

Outcome:

Call To Order:

Reason:

Adjournment: Council adjourned at 5:16 pm. The next regular meeting will be held August 4, 2025 at 4:30 pm

All deliberations concerning official business and formal actions by this County Council were conducted in an open public meeting this 30th day of June, 2025.

Signed by:

*Monique Willis*

CLERK OF COUNCIL

DocuSigned by:

*Rita J. Darnell*

PRESIDENT OF COUNCIL