

**Thursday, January 7, 2010**

The Board of County Commissioners met in regular session on **Thursday, January 7, 2010 at 9:43 AM** with the following members present:

Maureen T. Frederick

Christopher Smeiles

Absent: Commissioner Keiper on vacation

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It was moved by Christopher Smeiles, seconded by Maureen T. Frederick to approve the meeting minutes of the January 5, 2010 meeting. Commissioner Keiper absent, motion carries

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Also attending throughout the day: Mike Sever, Record-Courier; Sal Pitera, Editor/Reporter for E-Portage and David Ernst, E-Portage

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The Board of Commissioners discussed the issue of mobile home park charges for storm water management today and agreed to discuss this with the County Engineer when they meet with him on January 14, 2010.

When Carol Foster and Ray Vehovec attended the Commissioners' meeting during the Public Comment Period on December 15, 2009, they spoke of their concerns about mobile home parks being charged storm water fees for unoccupied, vacant lots. The Board of Commissioners agreed to host a meeting for mobile home park owners to discuss storm water fees.

The Clerk advised that she contacted Ms. Foster with several dates and asked her to determine if they would work for her and the other park owners. Ms. Foster called to say that she is in Florida for the next several months and not able to meet; she asked that the Board hold off on the meeting until she returns, since she wants to be a part of it. In the meantime, her only question is "Why is the county charging mobile home parks for vacant lots". If that question can be answered, she would withdraw her request for the meeting.

The Commissioners agreed that they are anticipating numerous calls about the storm water fees once the tax bills are mailed out. The Board asked the Clerk to check with the County Engineer to determine if he has a point person assigned.

Commissioner Frederick also noted that newly elected Shalersville Township Trustee Nancy Vines called her again regarding this program. Trustee Vines would like to talk to the County Engineer/Clerk to ask the Engineer to contact Trustee Vines.

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Commissioner Frederick reported that at the GAPP meeting yesterday, it was announced that there will be approximately \$62,000 available for each partner in GAPP to enhance economic development with a Business Services Representative. This is being done under the auspices of employer outreach. An RFP is being circulated but each partner will have the opportunity to decide what format they want to pursue. She wondered if the funds might be used to hire someone in the Portage County Economic Development office noting that this is one time money. Family & Community Services Executive Director Mark Frisone would like to see the funds put into Individual Training Accounts (ITA) for people to receive training. Tim Beckner is thinking of possibly hiring someone at the One Stop to go out and call on private sector employers. Commissioner Frederick suggested a joint meeting be held in the near future including the Board of Commissioners, Tim Beckner, Anita Herington and Bill Ulik. The Board agreed that perhaps Directors Herington and Ulik could meet with Mr. Beckner before meeting with the Board of Commissioners.

Commissioner Frederick also advised that there was also discussion at the GAPP meeting of the formation of an organization similar to the GAPP including certain counties in Pennsylvania and New York. A letter was sent by GAPP and the Area 19 Workforce Investment Board to Governor Strickland regarding this proposal.

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Executive Assistant attending to discuss the Airport Board appointments with the Board of Commissioners. The Executive Assistant noted that the Trey Mann appointment today fills the seat vacated by Shirley Schuster. The Executive Assistant to work with the Prosecutor to determine the correct terms of office for the board members/

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**INTERNAL SERVICES**

Present: JoAnn Townend

**DISCUSSION**

1. As the Board of Commissioners requested, the Director reviewed the Planned Parenthood Lease, which is silent on the provision of security and the change of hours/days open. She recommended that the Board of Commissioners send a letter to Planned Parenthood advising that their new hours are outside the hours that security is provided. Commissioner Smeiles agreed to contact Planned Parenthood to discuss this issue. The lease expires September 30, 2010.

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**RESOLUTIONS**

1. Enter into amendment no. 2 with the Portage County Sheriff to provide investigation services for children’s services of JFS for 1/1/10 to 12/31/10./10-0014
2. Enter into an agreement with Maximus Consulting Services for program expenditure tracking system software maintenance for JFS 1/1/10 to 12/31/10./10-0015

3. Enter into an amendment no. 1 for residential step-down services for JFS with Children's Advantage 11/1/09 to 10/31/10./10-0016
4. Enter into an amendment no. 1 for family team meeting facilitator services for JFS with Children's Advantage 11/1/09 to 10/31/10./10-0017
5. Enter into a lease amendment no. 10 with Columbiana County Board of Commissioners for the lower level of 7876 Lincole Place in Lisbon, Ohio for 1/1/10 to 12/31/10./10-0018
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6. Enter into a master services agreement with BNA Software for fixed asset software for the Water Resources Department./10-0019
7. Approve specifications and set the bid date for providing emergency and specialized services for the Portage County Water Resources Dept./10-0020
8. Approve specifications and set the bid date for the purchase of various chemicals for the Portage County Water Resources Dept./10-0021
9. Accept and award the bids for the purchase of various chemicals for the Portage County Water Resources Dept./10-0022
10. Accept and award the bid of Thoma Technologies Inc for the maintenance and repair of the Countywide SCADA System for the Portage County Water Resources Department/10-0024.

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The Director noted that she has the Jackson CORSA Settlement Agreement ready for Board signatures. She stated that she is concerned that she has this agreement to track but apparently not other CORSA settlements. The Board of Commissioners agreed to discuss this issue with the Human Resources Department Director today.

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The Director noted that she plans to meet with the Motor Pool Director and Safety & Loss Coordinator Michelle Ripley next week to discuss a county vehicle accident process/protocol. The Board of Commissioners agreed to also discuss this issue with the Human Resources Department Director today.

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**HEALTH COMMISSIONER**

Present: DuWayne Porter

Commissioner Porter presented the H1N1 response update and the Vaccine Clinic Calendar for January. All is going well with the process. The Health Department conference room is coming along but not completed yet. The Department of Homeland Security & Emergency Management has been fantastic throughout the process.

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**HUMAN RESOURCES**

Present: Karen U’Halie

1. The Director presented the final update on the Dependent Eligibility Audit, which removed 24 (18 children and 6 spouses) dependents from the county health benefit plan. She noted that, after a personal email from Vickie Steiner, 12 more dependents (8 children and 4 spouses) were dropped with the employee going to single coverage. The Director advised the Board of Commissioners that there was a net savings of \$59,852 after the cost of the audit was paid, not including the savings for the exclusion of coverage for these 36 dependents. The Director recommended that the county do this every third year.
2. Director U’Halie advised that in 2010 she will focus on the Portage County Workers Compensation Program, working with Safety and Loss Control Coordinator Michelle Ripley. There will be a new monthly inspection of drugs on the plan, medical reviews and Michelle Ripley is shadowing an RMH Workers Comp doctor today to orient him to our processes. The Human Resources Department is also requesting a change in venue for one particular case to get a more fair hearing; Ms. Ripley will start to attend some hearings with Attorneys Brode and Scahill to assist them as she can.
3. The Director presented four Employee Furlough Requests, which require Board of Commissioners’ approval. The documents were signed by Commissioner Frederick.
4. The Commissioners asked the Director to create a formal process for the handling of CORSA Settlements, noting that this week they have adopted a resolution to approve on CORSA Settlement but were simply notified of a second CORSA settlement.
5. The Commissioners asked the Director to create an accident protocol for use by employees who drive county owned vehicles. Commissioner Frederick suggested that, once created, there be an elected official and departmental sign-off on the protocol.

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10:45 AM In accordance with the Ohio Rev. Code Ann. (121.22(G)(1), it was moved by **Christopher Smeiles**, seconded by **Maureen T. Frederick** that the Board of Commissioners move into executive session to discuss the nursing home contract negotiations. **Also present: Human Resources Department Director Karen U’Halie** Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Absent; Maureen T. Frederick, Yea.

10:55 AM Upon conclusion of the above referenced discussion, it was moved by **Christopher Smeiles**, seconded by **Maureen T. Frederick** that the Board of Commissioners move out of executive session. Roll call vote: Christopher Smeiles, Yea, Charles W. Keiper II, Absent; Maureen T. Frederick, Yea.

After exiting Executive Session, the Board of Commissioners took no action.

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**NEIGHBORHOOD DEVELOPMENT – RESCHEDULED TO JANUARY 14, 2010.**

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RESOLUTION NO.10-0011

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RE: **AMEND RESOLUTION 08-0184 APPOINTING THE PORTAGE COUNTY MEMBERS SERVING ON THE HOUSING ADVISORY COMMITTEE (HAC).**

It was moved by Christopher Smeiles, seconded by Maureen T. Frederick that the following Resolution be adopted:

**WHEREAS,** Portage County is eligible for Community Housing Improvement Program (CHIP) Funds through the State of Ohio. In 2004, the State required that the County develop a Community Housing Improvement Strategy (CHIS) with the assistance of a Housing Advisory Committee (HAC). This year the State has decided to set aside the CHIS until 2014, developing a new pre-planning process involving the HAC. This requires that specific agencies have representation on the HAC and hold two planning meetings before submission of the CHIP application; and

**WHEREAS,** the Portage County Board of Commissioners appointed the members of the Portage County Housing Advisory Committee with Resolution 08-0184; and

**WHEREAS,** it has become necessary to update that membership; now therefore be it

**RESOLVED,** the Portage County Board of Commissioners appoints the following required and optional members to the Portage County Housing Advisory Committee (HAC):

**Required Member Category**

Local Government Staff:  
Public Housing Authority:  
Community Action Council:  
Fair Housing Representative:  
Community Development Staff:  
Area Agency on Aging:  
Homeless Shelter Agency:  
MR/DD Organization:  
Substance Abuse Counseling Agency:  
Habitat for Humanity Affiliate:  
Job & Family Services Agency:  
Domestic Violence Shelter:  
Domestic Violence Shelter:  
Landlord Assoc/Local Landlord:  
Local Health Department:

**Appointed Member**

Charlene Badger, Commissioners' Executive Assistant  
Fred Zawilinski, Portage Metropolitan Housing Authority  
David Shea  
Bob Harris, Portage County Regional Planning Commission  
Bob Harris, Portage County Regional Planning Commission  
Tim Martin  
Carole Beaty, Miller House/Family and Community Services  
Jim Rock, Portage County Board of MRDD  
Mimi Domnie, Townhall II  
Dick Rowley, Habitat for Humanity of Portage County  
Anita Carr, Portage County Job & Family Services  
Doug Wagener, Safer Futures/Family and Community Services  
Mark Frisone, Family and Community Services  
Stacy Brown, Neighborhood Development Services, Inc.  
Jack Madved, Portage County Health Department

**Optional Member Category**

Realtors:  
Private Lender:  
LMI Neighborhood Residents

**Appointed Member**

John Kurlich, Cutler Real Estate  
Tracy Sites, Portage Community Bank  
To be determined; 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.



Project Completion: June 30, 2010  
 Payment Requests: July 31, 2010  
 Final Performance Report: August 31, 2010; and be it further

**RESOLVED,** Portage County agrees to comply with all State and Federal Regulations and Guidelines in the administration and implementation of these funds and designate the President of the Portage County Board of Commissioners, or his/her designee, as the Chief Elected Official to sign all necessary documents in connection with this grant; and be it further

**RESOLVED,** 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.

Voice vote was as follows:

Charles W. Keiper II, Absent; Maureen T. Frederick, Yea; Christopher Smeiles, Yea;

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**RESOLUTION No. 10-0013 - RE: COUNTY HOLIDAY OBSERVATION SCHEDULE FOR THE YEAR 2010**

It was moved by Christopher Smeiles, seconded by Maureen T. Frederick that the following Resolution be adopted:

**WHEREAS,** the Board of Commissioners adopted Resolution 09-0974 on October 15, 2009 setting the 2010 Holiday Schedule; and

**WHEREAS,** it has come to the Commissioners' attention that the New Year's Day observance will occur on Friday, December 31, 2010 but was not listed on the Schedule; now therefore be it

**RESOLVED,** that the following holiday schedule be and hereby is adopted for the 2010 calendar year:

HOLIDAY	DATE OBSERVED
New Year's Day	Friday, January 1, 2010
Martin Luther King Day	Monday, January 18, 2010
President's Day	Monday, February 15, 2010

Memorial Day	Monday, May 31, 2010
Independence Day	Monday, July 5, 2010
Labor Day	Monday, September 6, 2010
Columbus Day	Monday, October 11, 2010
Veterans Day	Thursday, November 11, 2010
Thanksgiving Day	Thursday & Friday - November 25 & 26, 2010
Christmas	Friday, December 24, 2010
New Year's Day	Friday, December 31, 2010

;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.

Voice Vote as Follows:

Charles W. Keiper II, Absent;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 10-0014

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- RE:

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ENTER INTO AMENDMENT NO. 2 BETWEEN THE  
\*  
PORTAGE COUNTY BOARD OF COMMISSIONERS ON  
\*  
BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF  
\*  
JOB & FAMILY SERVICES AND THE PORTAGE COUNTY  
\*  
SHERIFF.

It was moved by Christopher Smeiles, seconded by Maureen T. Frederick that the following resolution be adopted:

**WHEREAS,**

an agreement between the parties was entered into and known as Portage County Contract No. 20080375 (the "Original Contract") on August 14, 2008 by Resolution No. 08-0837 to provide investigation and presentation of evidence in cases alleging the abuse, neglect, or dependency of children; and













**RESOLVED,** that the notice of receiving bids shall be published in the Record Courier on January 13, 2010, posted and 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.

Voice vote as follows:

Charles W. Keiper II, Absent;                      Maureen T. Frederick, Yea;                      Christopher Smeiles, Yea;

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**RESOLUTION No. 10-0021                      -                      RE:                      APPROVE SPECIFICATIONS AND SET BID DATE FOR THE PURCHASE OF VARIOUS CHEMICALS FOR THE PORTAGE COUNTY WATER RESOURCES DEPARTMENT.**

It was moved by Christopher Smeiles, seconded by Maureen T. Frederick that the following resolution be adopted:

**RESOLVED,** that the bid specifications for the purchase of various chemicals for the Portage County Water Resources Department be and hereby are approved; and be it further

**RESOLVED,** that sealed bids, therefore, will be accepted by the Portage County Director of Internal Services, 7th floor, Portage County Administration Building, 449 South Meridian St., Ravenna, Ohio until 3:00 p.m. on January 28, 2010 ; and be it further

**RESOLVED,** that the notice of receiving bids shall be published in the Record Courier on January 13, 2010 a copy thereof be posted the County's website and 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.

Voice vote as follows:

Charles W. Keiper II, Absent;                      Maureen T. Frederick, Yea;                      Christopher Smeiles, Yea;

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**RESOLUTION No. 10-0022 - RE: ACCEPT AND AWARD THE BIDS FOR THE PURCHASE OF VARIOUS CHEMICALS FOR THE WATER RESOURCES DEPARTMENT.**

It was moved by Christopher Smeiles, and seconded by Maureen T. Frederick that the following resolution be adopted:

**WHEREAS,** two (2) sealed bids for the purchase of various chemicals for the Water Resources Department, were received, tabulated and recorded on December 9, 2009; and

**WHEREAS,** upon review of the bids received, it is the recommendation of the Director of Internal Services and the Water & Monitoring Manager of the Department of Water Resources that the bids for chemicals be awarded to the lowest bidder for each chemical; now therefore be it

**RESOLVED,** that the Board of County Commissioners does, hereby, award the bids for the various chemicals as follows:

A. Sal Chemical, 3036 Birch Drive, Weirton WV 26062

- 1) Sodium Hypchlorite –Brim & Rand 12% \$ 14.35cwt
- 2) Hydrofluosilicic Acid \$ 45.00/cwt
- 3) Potassium Permanganate \$296.00/cwt
- 4) Citric Acid 50% Concentration \$ 95.00/cwt
- 5) Sodium Bisulfite 38% - Sh’ville \$ 21.50/cwt
- 6) Sodium Bisulfite 38% - O & M 15 pails \$ 3.15/lb
- 7) Calcium Hypochlorite powder \$140.00/cwt
- 8) Sodium Hydroxide 25% - O & M \$ 18.00/cwt
- 9) Sodium Hydroxide 25% - Sh-ville bulk \$ 6.96/cwt
- 10) Ortho Phosphate – Sh-ville \$ 57.00/cwt
- 11) Ortho Phosphate – Brimfield \$ 55.30/cwt

B. JCI Jones, PO Box 349, 2500 Vanderhoof Road, Barberton OH 44203

- 1) Chlorine 90, 150 lb. Cylinders \$ 33.33/cwt
- 2) Chlorine, 15- 1 ton cylinder \$ 25.00/cwt
- 4) Sodium Hypochlorite – St-boro 12% \$ 6.30/cwt
- 5) Sodium Bisulfite 38% - St-boro bult \$ 10.48/cwt.

and be it further

**RESOLVED,** that the Board of County 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





1. Approval of Meeting Minutes from the January 5, 2010 regular Board Meeting as presented.
2. Amend Resolution No. 08-0184 to appoint the Portage County members serving on the Housing Advisory Committee (HAC)./10-0011
3. Resolution to extend the State of Ohio Small Cities 2008 Community Development Block Grant (CDBG) Program Formula Allocation Grant Agreement Extension for Grant No. B-F-08-062-1 as presented by the Regional Planning Commission (Grants Administrator)./10-0012

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**INVITATIONS/MEETING NOTICES**

January 7, 2010

1. Invitation from the Aurora Chamber of Commerce for the “State of the City” on Wednesday, January 20, 2010 at Doogan’s of Aurora, 11:30 AM-1:00 PM.
2. Invitation for the Main Street Kent’s 1<sup>st</sup> Annual Dinner/Awards Ceremony on Tuesday, February 9, 2010 at The Pufferbelly, Kent, 6:00 PM.
3. Meeting notice from the Portage County Board of Revision for the Organizational Meeting on Monday, January 11, 2010 at 10:30 AM in the office of the Portage County Auditor.
4. The Mental Health & Recovery Board meeting scheduled for Monday, January 11, 2010 has been cancelled. The Board will resume its regular meeting schedule on February 8, 2010.

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**JOURNAL ENTRIES**

January 5, 2010

1. The Board of Commissioners received the 2009 Inventory as presented by the Portage County Auditor’s Office./Information Only.
2. The Board of Commissioners received the Weekly Report of Kennel population for the week ending December 20 & 27, 2009 and January 3, 2010 as presented by Dave McIntyre, Dog Warden. The Board of Commissioners acknowledged the receipt of \$2,520 in Court Donations, \$3,972 in License Sales and \$1,036 for Impound fees. Dogs In – 14/Dogs Out – 32.

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**REFERRED**

January 7, 2010

1. December 28, 2009 correspondence from Chadwick Smith, Ohio Department of Development, regarding the Tax Increment Financing (TIF) Annual Report which must be filed by March 31, 2010. Referred to Economic Development.
2. December 31, 2009 correspondence from Betty, regarding The Woodlands At Robinson. Referred to Executive Assistant.
3. December 30, 2009 correspondence from Pamela Allen, Ohio EPA, regarding Construction and Demolition Debris (C&DD) Fee Refund Advisory. Referred to Solid Waste Management District.
4. December 18, 2009 correspondence from Barbara Bloetscher, Ohio Department of Agriculture, requesting appointment of the County Apiary Inspector for the 2010 season. Referred to Executive Assistant.

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**PLEASE ADD TO THE AGENDA**

January 7, 2010

1. Appointment to the Portage County Regional Airport Authority Board of Trustees – Neil (Trey) Mann III./09-0023
2. January 5, 2010 correspondence from Judge Giulitto regarding the cleaning of the Domestic Relations Court and the courthouse in general/Commissioner Smeiles noted that he is working on this issue.

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**INFORMATION ONLY**

January 7, 2010

1. The Board of Commissioners received a Property Owner’s Contact – Forestry Notice acknowledging the Board of Commissioners has been contacted by Asplundh Tree Company on December 30, 2009 for vegetation management (brush cutting, herbicide application, and lopping of brush) at County Owned Property located at 7607 Infirmary Road, Ravenna, at no charge to the County, in order to allow First Energy to provide reliable service through the area.

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**PROSECUTOR**

January 7, 2010

1. December 4, 2009 correspondence from Prosecutor Vigluicci, including the MUNIS report as the Prosecutor’s statutory required report per the Ohio Revised Code Section 321.26 reflecting activity in the DRETAC account through November 30, 2009/Journal Entry
2. January 5, 2010 e-mail from Denise Smith, regarding the 2010 Holiday Calendar./10-0013

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**Journal Entry**

January 7, 2010

Motion by Christopher Smeiles, seconded by Maureen T. Frederick to approve the following actions:

1. The Board of Commissioners acknowledged the receipt of the activity in the Prosecutor’s DRETAC account through November 30, 2009, as presented by Prosecutor Vigluicci in accordance with Ohio Revised Code Section 321.261.
2. The Board of Commissioners acknowledged the receipt of the Weekly Report of Kennel population for the week ending December 20 & 27, 2009 and January 3, 2010, as presented by Dog Warden Dave McIntyre. The Board of Commissioners also acknowledged the receipt of \$2,520 in Court Donations, \$3,972 in License Sales and \$1,036 for Impound fees.

Charles W. Keiper II absent, motion carries.

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We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners’ meeting on **January 7, 2010**. There being no further business to come before the Board, it was moved by Christopher Smeiles, seconded by Maureen T. Frederick to adjourn the official meeting at **10:59 AM**. Commissioner Keiper absent, motion carries.

ABSENT

Charles W. Keiper II, President

Maureen T. Frederick, Vice President

Christopher Smeiles, Board Member

Deborah Mazanec, Clerk

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