

Monday, January 10, 2011

The Board of County Commissioners met in regular session on **Monday, January 10, 2011 at 10:06 AM** with the following members present:

Christopher Smeiles

Maureen T. Frederick

Tommie Jo Marsilio

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It was moved by Maureen T. Frederick, seconded by Tommie Jo Marsilio to approve the meeting minutes of the January 6, 2011 meeting. All in favor, motion carries

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Also attending throughout the day: Mike Sever, Record-Courier

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1. Approval of the January 6, 2011 meeting minutes.
2. Nominations and Resolution for President of the Board – Maureen T. Frederick/11-0023
3. Nominations and Resolution for Vice-President of the Board – Tommie Jo Marsilio/11-0024
4. Resolution to appoint Clerk for the Board – Deborah Mazanec/11-0025
5. Resolution to appoint Acting Clerk – Amy Hutchinson/11-0026
6. Resolution to Fix Days and Hours of Regular Meetings – Tuesday and Thursday, 9:30 AM/11-0027
7. Resolution for authorization for the purchase of items necessary for the hosting of Portage County functions from January 1, 2011 through December 31, 2011, \$ 1,000/11-0028
8. Resolution making Official Appointments to various County Boards./11-0029
Resolution to include GAPP, LEPC and EMA next year and dates/times for meetings.
9. Resolution to appoint the Portage County Department of Economic Development Director as Ex Officio member of the Portage County Port Authority./Hold since there is no Economic Development Director.

Commissioner Frederick indicated now that there are funds coming in and the Commissioners' Clerk goes to all the meeting, maybe there should be a contractual agreement for her services. The Prosecutor rendered an opinion for Solid Waste and she can't receive additional compensation but Commissioner Frederick believes she can for Port Authority. The Board agreed this should be brought up when the Clerk returns.

The Board discussed changing appointment times from thirty minutes to sixty minutes. Commissioner Frederick indicated this would provide more background discussion on the issues at hand. She

suggests making each meeting with departments an hour and having the beginning of the meeting to explain what's coming during the next week and using the latter part to pass resolution. She indicated department heads are seeing the Board's input individually when they should be making their presentations to the full board and at that time, the Board would consider any action instead of providing independent direction. The Board agreed to allow sixty minutes which may not be necessary but would ease the process and decrease add-ons.

Commissioner Frederick indicated the Board would continue the Leadership meetings. Executive Assistant Charlene Badger asked if the Board wants to change the date to the second Tuesday of the month at 1:00 PM since the first Tuesday arrives too quickly.

The Board also agreed to increase appointment length from half an hour to one hour and leadership meetings from the first Tuesday of the month to the second Tuesday at 1:00 PM.

The first Leadership meeting this year will be the Second Tuesday in February 2011.

Commissioner Marsilio said that after speaking with the majority of directors, there's inconsistency in terms of who attends the Leadership meetings. She suggests an e-mail to all directors indicating it is required they attend. Executive Assistant Charlene Badger added she was told when she hired in that it was mandatory that the Directors attend. The Board agreed that it is mandatory to attend the Leadership meetings and several letters of reprimand have been sent in the past. Executive Assistant Badger will make note of the Leadership meetings being mandatory on the next notice. Commissioner Smeiles added that meeting coordinators and topics should be addressed, as well. Commissioner Frederick suggested the Board use the first scheduled meeting in February to receive ideas about what Leadership would like presented. Commissioner Marsilio indicated there are other personnel items which need to be discussed and used as training tools. Commissioner Frederick pointed out that the Board needs to review the personnel policy with Director Karen U'Halie and areas needing work should be standardized and with a consensus from the Board. She also said the Safety/Loss Control officer, Michelle Ripley, has a concern about the alternative work program when someone is on Worker's Compensation (ie. light duty). Commissioner Marsilio shared that Directors can be unaware of money we save by giving "transitional work". This is the type of information that can be shared during the Leadership meetings.

Commissioner Marsilio asked what the Commissioners thought about created a schedule to individually reviewing departments, not a personnel review but process review. Commissioner Smeiles added that it was the goal to do that on the anniversary of each department head. Commissioner Frederick said that we are in the process now of trying to find a more efficient way to do things such as financials. It might be helpful to have the Department Heads bring their procedural manuals or system manuals to the Leadership meeting or this could be addressed during a specific portion of the hour long meeting with each department. Commissioner Marsilio will work on drafting something for Board consideration of a process of how we can accomplish this task. Commissioner Smeiles indicated that we have an evaluation form already in use which the Board completes collectively then meet with the department head directly. The Board agreed they would consider such a system.

Commissioner Smeiles informed the audience that the Board is trying to figure out a way to merge the Solid Waste accounting billing with the Water Resources Department accounting billing without

duplicating that effort. A new department under the Commissioners which services both departments is a consideration. Commissioner Frederick indicated most complaints come from people paying for services (ie. storm water recycling and water).

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RESOLUTION No. 11-0023 - RE: COMMISSIONER MAUREEN T. FREDERICK ELECTED PRESIDENT OF THE BOARD OF PORTAGE COUNTY COMMISSIONERS FOR THE YEAR 2011.

It was moved by Tommie Jo Marsilio, seconded by Christopher Smeiles that the following resolution be adopted:

RESOLVED, that Commissioner Maureen T. Frederick is elected for 2011 to preside at all regular and special sessions thereof for a term of one year or until the next organizational meeting of the Board; 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.

Voice vote was as follows:

Christopher Smeiles, Yea; Maureen T. Frederick, Abstained; Tommie Jo Marsilio, Yea;

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RESOLUTION No. 11-0024 - RE: COMMISSIONER TOMMIE JO MARSILIO ELECTED VICE-PRESIDENT OF THE BOARD OF PORTAGE COUNTY COMMISSIONERS FOR THE YEAR 2011.

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

RESOLVED, that Commissioner Tommie Jo Marsilio is elected Vice-President of the Board of Portage County Commissioners for the year 2011, to preside at all regular and special sessions thereof for a term of one year or until the next organizational meeting of the Board; 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.

Voice vote was as follows:

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RESOLUTION No. 11-0027 - RE: FIX DAYS AND HOURS OF REGULAR MEETINGS OF THE BOARD OF PORTAGE COUNTY COMMISSIONERS FOR THE YEAR 2011.

It was moved by Christopher Smeiles, seconded by Tommie Jo Marsilio that the following resolution be adopted:

RESOLVED, that it is hereby established by the Board, that the regular meeting days of the Portage County Board of Commissioners for the year 2011 shall be on Tuesday and Thursday of each week, commencing at 9:30 AM and concluding at the end of business for the day; and be it further

RESOLVED, that Board of Commissioners will begin each Official Meeting by reciting the Pledge of Allegiance and will entertain public comments at 9:30 – 9:45 AM on each meeting day, noting that they reserve the right to listen to public comments at other times throughout their meetings as time allows. The Commissioners note that they will require those wishing to address the Board of Commissioners to complete a *Public Comment Request Form* prior to the Public Comment portion of the meeting. The Commissioners further agreed that, while the public is welcome to attend all open meetings, video cameras will not be allowed to operate in the Commissioners’ Board Room; and be it further

RESOLVED, that said meetings are to be held at the County Administration Building, 7th Floor, 449 South Meridian Street, Ravenna, Ohio; 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.

Voice vote was as follows:

Christopher Smeiles, Yea; Maureen T. Frederick, Yea; Tommie Jo Marsilio, Yea;

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RESOLUTION No. 11-0028 - RE: AUTHORIZATION FOR THE PURCHASE OF ITEMS NECESSARY FOR THE HOSTING OF PORTAGE COUNTY FUNCTIONS FROM JANUARY 1, 2011 THROUGH DECEMBER 31, 2011.

It was moved by Tommie Jo Marsilio, seconded by Christopher Smeiles that the following Resolution be adopted:

Portage County Water Resources Department
Jeff Lonzrick, Interim Director, Portage County Water Resources Department

Portage County Engineer Michael Marozzi
Alternate - Dan Jendrisak
Construction Coordinator for the Portage County Engineer

Portage County Soil & Water Conservation District
District Coordinator James Bierlair
Alternate – Eric Long, Stormwater Engineer

Portage County Investment Advisory Committee (ORC § 135.34.1)

President of the Board
Vice-President of the Board

Joint Board of Portage-Geauga County Commissioners (JDC)

Maureen T. Frederick
Tommie Jo Marsilio
Christopher Smeiles

Portage County Records Commission (ORC § 149.38)

President of the Board

Portage County Board of Revision (ORC § 5715.02)

President of the Board

Alternates: Executive Assistant and Homeland Security & Emergency Management Director

Portage County Solid Waste Management District Policy Committee (ORC § 3734.54 B)

President of the Board

EMA – Emergency Management Agency Advisory Council and LEPC- Local Emergency Planning Commission Board

Maureen T. Frederick
Christopher Smeiles
Tommie Jo Marsilio
Alternate: Executive Assistant

Family & Children First Council

President of the Board
Alternate or designee: Tommie Jo Marsilio

GAPP – Geauga, Ashtabula, Portage Partnership – Executive Committee and Local Elected Officials Committee

Tommie Jo Marsilio

Ravenna Arsenal Restoration Board

Christopher Smeiles

Alternate: Office of Homeland Security & Emergency Management Director

Akron Metropolitan Area Transportation Study (AMATS)

Policy Committee

Maureen T. Frederick

Alternate – Harold Walker

Christopher Smeiles

Alternate – Thomas Clapper

Tommie Jo Marsilio

Alternate – Vacant

Akron Metropolitan Area Transportation Study (AMATS)

Citizen Involvement Committee

Maureen T. Frederick

Alternate: Audrey Kessler

Christopher Smeiles

Alternate: Thomas Clapper

Tommie Jo Marsilio

Alternate - Vacant

Community Improvement Corporation of Summit, Medina, And Portage Counties (CIC)

Portage County Commissioners

Christopher Smeiles

Maureen T. Frederick

Tommie Jo Marsilio

Alternate – Vacant

Emergency Food & Shelter Board of Portage County (Federal Board)

President of the Board (Highest Ranking Governmental Officer or his/her designee)

Alternate - Executive Assistant

JOED Representative

Christopher Smeiles (Primary)

Maureen T. Frederick (Alternate)

Tommie Jo Marsilio (Alternate)

