

Thursday, January 27, 2011

The Board of County Commissioners met in regular session on **Thursday, January 27, 2011 at 9:25 AM** with the following members present:

Christopher Smeiles

Maureen T. Frederick

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It was moved by Christopher Smeiles, seconded by Maureen T. Frederick to approve the meeting minutes of the January 25, 2011 meeting. Commissioner Marsilio absent, motion carries

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9:35 AM Commissioner Marsilio attending

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

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PUBLIC COMMENT PERIOD

Suffield Township Trustees Paul Young and Dave Pollen attending since they were in the area. They asked what the Board of Commissioners has heard about possible cuts to the Local Government Funds? Commissioner Frederick responded that she has heard that the plan is to phase out our LGF and possibly replace them with funds derived from the casinos. She noted that the state needs to cut \$8 billion from the budget.

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THE WOODLANDS AT ROBINSON

Present: Nursing Home Administrator Barb Fleischmann, DON Cathie Eggleston, Allison Goudy, Human Resources Department Director Karen U’Halie

Ms. Fleischmann advised that the Census today is at 72 plus two in the hospital.

The Nursing Home Administrator noted she received notification from the Ohio Department of Health regarding the writing the plan of correction for their recent survey which will be submitted next Friday.

A Quality Assurance meeting was held yesterday with representation from radiology lab, therapy, all department heads, pharmacy team and all is going well. Department Heads and other staff are volunteering to add to quality of life for residents at facility by doing other kinds of activities. There has been progress with culture change, which is the national movement with the Nursing Home industry and having more involvement with families’ resident’s staff. This can be a little out of individual comfort zones, but is necessary. The DON noted that the Quality Assurance Meeting reflected the same gains and improvements within the facility that the Ohio Department of Health survey did. It’s mirrored that the quality of life and the health status of the residents have improved over the last quarter.

Director Fleischmann indicated she hopes to start a Family Council support group at the facility, as well.

Commissioner Smeiles asked if the Medical Director has been more attentive and involved at the facility. He also remembered that the Board of Commissioners had suggested that the Director have an office on site. The DON responded that involvement has increased and the doctor has made himself more available for things that are important and necessary in a timely fashion. The onsite office has not been accomplished yet but the doctor does see about 80% of the residents (because the patient has a right to choose), and participates in discussions, when necessary. The doctor has not pushed for the onsite office. Commissioner Smeiles indicated the notion was that he wanted to see all the charts and be aware of any incidents and/or med errors and reviews charts at the stations. The DON indicated he has. Commissioner Smeiles asked where he physically sits to review paperwork and the DON said he does the paperwork at each station when he's making rounds. Any paperwork he would need to sign off on (i.e. incident reports, medication errors) has been communicated through his mailbox. The doc admitted that he is not technologically proficient and staff agreed to check with him about the set up of an email address. The Director will follow through with the Medical Director in order to alleviate any obstacles that may hinder his communication. The DON did indicate that participation has increased but there is still a need for improvement on both sides.

Commissioner Frederick asked the status of the debt collection and eviction procedure is. Barb Fleischmann responded the Board of Commissioners meets next week with Attorney Ron Habowski. Currently, there are three active residents that owe \$98,000. Commissioner Frederick indicated the Board has requested a written procedure; Director Fleischmann believes Mr. Habowski will be presenting an eviction proposal shortly. Commissioner Frederick asked what the Nursing Homes does when a person or family comes in, what is presented to them. Director Fleischmann explained that when admitted, the resident and staff sign an Admission Packet which states there is a responsible party for the bill, patient liability and then they are referred to the Accounts Receivable person and if guidance is needed, to see Medicaid. Commissioner Frederick asked if they literally sign off that any payment coming to the person that will be a resident (such as Social Security or Medicaid) will be turned over to The Woodlands? The Director indicated it was brought up at one time but pointed out that it is against the law to require them to do that. A private Nursing Home could make that requirement, but not a public facility. She noted that the option is suggested. Director Fleischmann indicated that after 30 days the resident will receive a notice and after 60 days, the account is turned over to collections. The DON indicated that with the implementation of the new format of resident accounts, more eyes are aware of the accounts and what is happening. Point/Click/Care will increase the facility's options as training begins next week for a March 1st start date.

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9:40 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Christopher Smeiles**, seconded by **Tommie Jo Marsilio** that the Board of Commissioners move into executive session to consider a discipline issue. **Also present:** Nursing Home Administrator Barb Fleischmann, DON Cathie Eggleston; Allison Goudy, Human Resources Department Director Karen U'Halie. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

10:30 AM Upon conclusion of the above referenced discussion, it was moved by **Christopher Smeiles**, seconded by **Tommie Jo Marsilio** that the Board of Commissioners move out of executive session. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

After exiting Executive Session, the Board of Commissioners took action by Journal Entry.

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INTERNAL SERVICES

Present: JoAnn Townend

The Board of Commissioners discussed the contracts presented by Director Townend that they were signing, noting that they all appear to be very late. The Director responded that the JFS agreements come to the Purchasing Department from the JFS and have come to her after the agreements have expired. She suggested that perhaps the JFS Director is reviewing the contracts before sending them forward since it has been annotated that the contracts are late due to verbiage issues. The Board of Commissioners agreed that Director Genetin should prepare information regarding the outside services provided to the Department of Job & Family Services.

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DISCUSSION

1. The Director advised that former Commissioner Keiper kept his Palm Pilot, which was purchased by the county in 2007, as he left office. She was able to establish a value on-line between \$60-\$200; the Palm Pilot was purchased for \$323. Commissioner Smeiles stated that he talked to Mr. Keiper last week who advised that he wants to resolve the issue. JoAnn Townend agreed to ask the County Auditor's staff for a value and bring back to Board of Commissioners.

2. The Director noted that The Oak Group was used as the back up plans examiner for the Building Department and paid \$75.00 per exam last year. Director Bob Wrentmore wanted to add in back up building official services, paying the Oak Group a flat \$200.00 to do this work. The previous Chief Building Official was under retainer but was never needed. Director Townend contacted The Oak Group to see if Mr. Cochran has an interest in performing back up building official services as part of the \$75.00 fee. She asked if the company is willing to be paid \$75/hour and avoid the \$200/month charge as recommended. The company was not interested. The Director advised that the department did not use any services last year. The CBO recommends using the Oak Group (Mr. Cochran) as the backup plans examiner and Mr. Ishikawa as the backup building inspector. The Board of Commissioners has already adopted the Resolution approving the service. Commissioner Smeiles suggested that the Board of Commissioners talk to the CBO about how to proceed. The Board of Commissioners agreed to amend Resolution 11-0014 to remove the backup building official and keep the backup plans examiner at \$75/hour. Resolution to Amend Resolution 11-0014 to enter into an agreement between the Board of Commissioners and Oak Group Inc./11-0098

3. The Director noted that the Woodlands has agreements that will expire prior to the potential takeover by Robinson Memorial Hospital. The pharmaceutical contract can go month to month until the Robinson Memorial Hospital takeover. The therapy contract expires at the end of March with a one year renewal. Director Townend asks for authorization to contact the therapy company and discuss an April/May/June extension. The Board of Commissioners does not need to renew this but it does have a 90 out clause but it will expire on March 31st. Commissioner Frederick assumes that the Robinson Memorial Hospital will want to make its own selection for therapy services. JoAnn Townend to contact Denise Smith to determine if she is correct that the contract expires on March 31 and also ask if the Board of Commissioners can contact another therapy company for a month to month contract. She will

also ask the current therapy company if they are willing to go month to month agreement. Commissioner Marsilio agreed not to commit after the proposed July 1st start date.

Commissioner Frederick suggested that the Board of Commissioners contact Steve Colecchi to schedule a meeting to determine if he has a recommendation as to how to cover the interim period with a variety of services. Commissioner Smeiles noted that there may be concerns about transition issues. JoAnn Townend to let Steve Colecchi know about contract expirations.

4. The Director noted that she was copied on the e-mail from the IT Department regarding the closure of the Economic Development office. She wanted the Board to know that the agreement intentionally left out the telephone utility. All other utilities were included as in-kind (heat, water, sewer) because she did not know how big the staff could expand and that kind of service could get expensive. Director Townend has contacted AT&T to make the transition of moving the phone lines at the former Economic Development offices out of the CENTREX plan and get them into a direct bill.

Commissioner Frederick wants to meet with the consultant and/or Steve Colecchi to discuss reporting mechanism and when they will be delivered to the Board of Commissioners.

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RESOLUTIONS

1. Enter into amendment no. 1 with Marlene's Low Vision to provide special services for the visually impaired for JFS 12/1/10 to 11/30/11./11-0091
2. Enter into an agreement for alcohol and drug screening services with Townhall II for JFS 11/1/10 through 10/31/11./11-0092
3. Enter into amendment no. 2 with Family & Community Services for a kinship navigator for children services for JFS 9/20/10 to 9/29/11./11-0093
4. Enter into amendment no. 1 with Family & Community Services to provide senior track case management services for JFS 12/1/10 to 11/30/11./11-0094 Commissioner Marsilio voting no
5. Enter into an agreement for parenting services with Family & Community Services for JFS 11/1/10 to 10/31/11./11-0095
6. Enter into a real estate lease agreement amendment no. 7 with Job & Family Services for offices on floors 2 & 4 at the Riddle Block 1/1/11 to 12/31/11./11-0096
7. Enter into a real estate lease agreement amendment no. 5 with Job & Family Services for suite 205 at the Riddle Block 1/1/11 to 12/31/11./11-0097

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11:10 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Christopher Smeiles**, seconded by **Tommie Jo Marsilio** that the Board of Commissioners move into executive session to consider a discipline issue. **Also present:** Internal Services Director JoAnn Townend and

Human Resources Department Director Karen U'Halie. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

11:40 AM Upon conclusion of the above referenced discussion, it was moved by **Christopher Smeiles**, seconded by **Tommie Jo Marsilio** that the Board of Commissioners moves out of executive session. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

After exiting executive session, the Board took no action.

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HUMAN RESOURCES

Present: Karen U'Halie, Safety/Loss Control Coordinator Michelle Ripley

1. Request approval for revision to Position Description: Electrician – Water Resources/Journal Entry
2. Notification of Changes in PERRP Reporting Rules for County

Director U'Halie explained that PERRP (Public Employee Risk Reporting Program), a division of the Bureau of Worker's Compensation, has changed the rules for year 2011, reporting in 2012. Each elected official will be responsible for completing the summary loss and submitting the information and that change will have ramifications for everyone. She asks the Board how they wish to proceed. Safety/Loss Control Coordinator Michelle Ripley indicated that she now completes all the forms for the entire county. The main issue is that she is not receiving the information in a timely manner. Reports are due February 1, 2011 for compilation of the previous year's injury. As of January 2011, PERRP is requiring each elected official to be responsible for their own reports but the Board of Commissioners is ultimately responsible for all information submitted. She recommended that the Elected Officials be responsible to submit their own reports, which are due on February 1st yearly. She explained to the Board that she could still complete them and send them to each Elected Official for signature, because not each Elected Official is not required to submit them, they are just required to summarize them and post them, but the Board is not required to do it. The highest ranking official in each department must sign the summary. She would prefer to send out instructions on how to complete the form to each Elected Official. For example, she just submitted information due February 1st and was just notified of three employees that were injured in December. Commissioner Smeiles stated that he is not against the Elected Officials doing the reporting but experience tells him that the county would be at risk if the reports are not sent in. The Nursing Home, Board of Commissioners, County Engineer, and Portage Development Disability are all required and would be cited if reports are not sent in. The Board of Commissioners would not be cited if the County Engineer does not submit his information. If there's an inspection or fatality, the highest ranking official at that location (ie. Judge) does not post the summary, they would be sited.

Commissioner Smeiles asked how can the Board of Commissioners make the Elected Officials cooperate but assist however they can? Commissioner Marsilio asked for example, the Clerk of Courts is not on the list of people who have to submit the forms but we are not responsible because she's an Elected Official – what happens if the form is not completed?

Commissioner Smeiles inquired about the Sheriff, who has officers out in the field and more likely to become injured. Ms. Ripley responded that, if the Sheriff doesn't complete his form, nothing happens unless there is a fatality and they get inspected. Then a citation would be issued to the Sheriff for not completing his summary. Ms. Ripley indicated the potential for a lawsuit is always present if the Sheriff fails to complete the form. Lawsuit potential is also presented if the Sheriff fails to get the information to Ms. Ripley; however, her name as Administrator of the program comes into play because the Sheriff hasn't provided the information. That is why she is recommending that everyone complete their own form with their names on them because they are their employees and they have the information available on a daily basis. Commissioner Smeiles noted that the downside to letting each department provide their own information is that we have a Human Resources Department.

Commissioner Marsilio asked if there's some way or through what mechanism is in place to make certain that the reports are completed and sent? The Human Resources Department has been working with the Departments for five years doing the reports, but now PERRP has changed the rules. Ms. Ripley would be more comfortable in having each elected official handling their own reporting or at least providing her the information on a timely basis so she can prepare the report. This is a large task for one person to manage. Most departments have nothing to report since they are sedentary departments. The Sheriff is a problem; the County Engineer cooperates most of the time. The Solid Waste Management District would be handled by Ms. Ripley as well as the Nursing Home.

The Board of Commissioners asked Ms. Ripley to prepare a letter to Elected Officials for Board of Commissioners review advising the Board is concerned about liability to the County, complying with this administrative requirement, include direction on how to complete the form, and send the information to the Elected Officials. Commissioner Frederick suggests adding additional verbiage to the Sheriff's letter indicating there is concern about continuing cooperation with Administrative reporting requirements and hope for immediate correction.

3. The Board of Commissioners discussed possible events for National County Government Week/Month in April this year. A suggestion from the IT Director was to hold a Public Officials open house bringing county government to the public at NEOUCOM, for example. Commissioner Smeiles would not be in favor of renting NEOUCOM and staffing an event there. The question is how we accomplish an event without spending too much money? Commissioner Marsilio likes idea of communicating better with the public. Karen U'Halie suggested that the Board of Commissioners hold a Board meeting in the evening during April to be more accessible to the public. The Board liked this idea and agreed to ask other departments and Elected Officials for literature and to invite them to join the Board during that scheduled evening meeting to meet/greet the public. No Donuts. The County trucks could be available in the parking lot for the public to view.

Commissioner Smeiles advised that the Data Processing Board tabled the discussion of the purchase of video cameras for the Board of Commissioners because of the concern for funding. He reminded Brian Kelley that the Data Processing Board does not decide the money; their job is to decide if it's compatible with the computers.

4. The Board of Commissioners had asked the Human Resources Department to bring in the University Hospital Comp Care, County's Managed Care Organization, for a discussion about services provided. The MCO has been in place for about six years. The cost savings for the county would be in getting employees back to work.

Our current MCO is #11 out of 17 MCOs on the report card on return to work distributed by Michelle Ripley. Commissioner Frederick stated that the issues with the MCO are still persisting, as reported by the Human Resources Department staff last year. They do no prescription follow-up or monitoring for the county.

The Board of Commissioners agreed to bring the MCO in for a discussion; Commissioner Marsilio wants to be able to quantify issues prior to the meeting like how long they take to bring employees back to work. What does the MCO have to do that they are not doing? Commissioner Frederick asked how the Board of Commissioners can hold the MCO's feet to the fire. Give Board of Commissioners a list of what they are not doing well and the Board of Commissioners will go from there. Karen U'Halie stated that they do not have the mechanism in place to improve their services. They are not able to handle a county of our size since their mission is "to heal, to teach, to discover". What is wrong – what they are not doing well? Commissioner Marsilio would not recommend going with this MCO again. Commissioner Smeiles added that there are two sides to every coin – bring them in to discuss the Human Resources Department concerns. Give Board of Commissioners a list of concerns and what is not working – white paper of issues and the Board of Commissioners will go from there.

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12:10 PM In accordance with the Ohio Rev. Code Ann. 121.22(G)(5), it was moved by **Christopher Smeiles**, seconded by **Tommie Jo Marsilio** that the Board of Commissioners move into executive session to discuss a matter to be kept confidential by federal law or regulations or state statues [O.R.C. 121.22 (G) (5)]. **Also present: Human Resources Department Director Karen U'Halie and Safety/Loss Control Coordinator Michele Ripley.** Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

12:20 PM Commissioner Smeiles left the Executive Session.

12:30 PM Upon conclusion of the above referenced discussion, it was moved by **Tommie Jo Marsilio**, seconded by **Maureen T. Frederick** that the Board of Commissioners moves out of executive session. Roll call vote: Christopher Smeiles, Absent; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

After exiting executive session, the Board took no action.

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RESOLUTION No. 11-0078 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Tommie Jo Marsilio, seconded by Maureen T. Frederick that the following resolution be adopted:

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Department of Budget and Financial Management or other designee on January 27, 2011 in the total payment amount of **\$445,552.19 for Funds 0001-8101** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; 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.

Roll call vote as follows:

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

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RESOLUTION No. 11-0079 - RE: RESOLUTION TO EXTEND THE PERIOD FOR FILING AN APPLICATION FOR DOG REGISTRATION.

It was moved by Tommie Jo Marsilio, seconded by Maureen T. Frederick that the following Resolution be adopted:

WHEREAS, Ohio Revised Code Section 955.01 (A)(1) requires the application for the registration of all dogs more than three months of age between the time frame of December 1 and January 31 yearly in the office of the County Auditor; and

WHEREAS, Ohio Revised Code Section 955.01 (A)(1) states that “the board of county commissioners, by resolution, may extend the period for filing the application”; and

WHEREAS, the Board of Commissioners is in receipt of a January 26, 2011 request from the Portage County Auditor that the Board of Commissioners authorize an extension of the application for registration period due to the recent inclement weather; now therefore be it

RESOLVED, that the Board of Commissioners agrees to extend the period for filing an application for registration of dogs in Portage County from January 31, 2011 to February 15, 2011; and be it further

RESOLVED, that a certified copy of this resolution be filed with the County Auditor and the County Dog Warden; 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

FOR PAYMENT.

It was moved by Tommie Jo Marsilio, seconded by Maureen T. Frederick that the following resolution be adopted:

WHEREAS, Ohio Revised Code Section 5705.41 (D)(1) authorizes the expenditure of moneys, provided a certificate of the County Auditor is supplied stating that there was at the time of the making of such contract or order and at the time of the execution of such certificate a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances (Then and Now Certification), and

WHEREAS, the Then and Now Certification is recommended by the State Auditor's Office, the Portage County Auditor's Office, and the Portage County Prosecutor's Office, and

WHEREAS, a listing of expenditures, attached hereto as Exhibit "A" and incorporated herein by reference, has been certified by the County Auditor according to Ohio Revised Code section 5705.41 (D)(1); now therefore be it

RESOLVED, that the expenditures listed herein are properly certified by the County Auditor in the amount of **\$49,820.54** as set forth in Exhibit "A" dated **January 27, 2011** shall be paid; 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 as Follows:

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

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PRELIMINARY LEGISLATION
RC 5521.01

Ordinance/Resolution# 11-0082
PID No. 88501
County/Route/Section POR- SR59 – 3.29
ODOT Agreement No. _____

The following is Resolution enacted by the Portage County Commissioners of
(An Ordinance/a Resolution) (Local Public Agency)
Portage County County, Ohio, hereinafter referred to as the Local Public Agency (LPA), in
the matter of the stated described project.

SECTION I - Project Description

WHEREAS, the STATE has identified the need for the described project:

Construction of sidewalk on north side of SR59 from Kent Corp limit to Rhodes Rd., repair of curb ramps as necessary and installation of pedestrian signals at intersections.

NOW THEREFORE, be it ordained by the PORTAGE COUNTY COMMISSIONERS of Portage County
(LPA)
Ohio.

SECTION II - Consent Statement

Being in the public interest, the LPA gives consent to the Director of Transportation to complete the above described project.

SECTION III - Cooperation Statement

The LPA shall cooperate with the Director of Transportation in the above described project as follows:

The LPA agrees to participate in the cost of eligible preliminary engineering, right of way and construction activities at a minimum of twenty percent (20%) total cost. Any costs above the fund manager's stated federal maximums will be the responsibility of the LPA. This includes the construction contract and construction engineering.

The LPA further agrees to pay One Hundred Percent (100%) of the cost of those features requested by the LPA which are determined by the State and Federal Highway Administration to be unnecessary for the Project.

SECTION IV - Utilities and Right-of-Way Statement

The LPA agrees to acquire and/or make available to ODOT, in accordance with current State and Federal regulations, all necessary right-of-way required for the described Project. The LPA also understands that right-of-way costs include eligible utility costs. The LPA agrees to be responsible for all utility accommodation, relocation, and reimbursement and agrees that all such accommodations, relocations, and reimbursements shall comply with the current provisions of 23 CFR 645 and the ODOT Utilities Manual.

SECTION V - Maintenance

Upon completion of the described Project, and unless otherwise agreed, the LPA shall: (1) provide adequate maintenance for the described Project in accordance with all applicable state and federal law, including, but not limited to, 23 USC 116; (2) provide ample financial provisions, as necessary, for the maintenance of the described Project; (3) maintain the right-of-way, keeping it free of obstructions; and (4) hold said right-of-way inviolate for public highway purposes.

SECTION VI - Consultants and Authority to Sign

The Portage County Engineer of said Portage County Commissioners is hereby empowered on behalf of the Portage County Commissioners to enter into contracts with ODOT pre-qualified consultants

(Contractual Agent) (LPA)
(LPA)
for the preliminary engineering phase of the Project and to enter into contracts with the Director of Transportation necessary to complete the above described project.

Upon the request of ODOT, the Portage County Engineer is also empowered to assign all rights, title, and interests of the Portage County Commissioners to ODOT arising from

(Contractual Agent)
(LPA)
any agreement with its consultant in order to allow ODOT to direct additional or corrective work, recover damages due to errors or omissions, and to exercise all other contractual rights and remedies afforded by law or equity.

The LPA agrees that if Federal Funds are used to pay the cost of any consultant contract, the LPA shall comply with 23 CFR 172 in the selection of its consultant and the administration of the consultant contract. Further the LPA agrees to incorporate ODOT's "Specifications for Consulting Services" as a contract document in all of its consultant contracts. The LPA agrees to require, as a scope of services clause, that all plans prepared by the consultant must conform to ODOT's current design standards and that the consultant shall be responsible for ongoing consultant involvement during the construction phase of the Project. The LPA agrees to include a completion schedule acceptable to ODOT and to assist ODOT in rating the consultant's performance through ODOT's Consultant Evaluation System.

Attested: _____

(Title)

(Portage County Engineer)

CERTIFICATE OF COPY
STATE OF OHIO

Portage County Engineer of Portage County, Ohio
(LPA)

I, Michael Marozzi, as Engineer of the Portage County Engineer
(LPA)

of Portage County, Ohio, do hereby certify that the forgoing is a true and
correct copy of 11-0082 adopted by the legislative Authority of the said
(Ordinance/Resolution)

Portage County Engineer on the 27th day of January
_____, 2011
(LPA)

that the publication of such 11-0082 has been made and certified of
(Ordinance/Resolution)

record according to law; that no proceedings looking to a referendum upon such
11-0082 have been taken; and that such 11-0082
(Ordinance/Resolution) (Ordinance/Resolution)

and certificate of publication thereof are of record in 11-0082 Page _____
(Ordinance/Resolution Record No.)

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal, if
applicable, this _____ day of _____, 20____

Clerk

(SEAL)
(If Applicable)

Portage County Engineer of Portage County, Ohio
(LPA)

The foregoing is accepted as a basis for proceeding with the project herein described.
For the Portage County Engineer of Portage County, Ohio
(LPA)

Attest: _____, Date _____

For the State of Ohio

Attest: _____, Date _____
Director, Ohio Department of Transportation

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RESOLUTION No. 10-0083
Number assigned and not used. This is for numbering purposes only.

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RESOLUTION No. 10-0084
Number assigned and not used. This is for numbering purposes only.

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RESOLUTION No. 11-0085 ~ **RE: A RESOLUTION TO AUTHORIZE THE PORTAGE COUNTY ENGINEER TO EXECUTE THE PRELIMINARY LEGISLATION AGREEMENT WITH THE DIRECTOR OF THE OHIO DEPARTMENT OF TRANSPORTATION FOR THE PROJECT KNOWN AS THE FRANKLIN TOWNSHIP STATE ROUTE 59 SIDEWALK, PHASE 1 ALONG THE NORTH SIDE OF SR59 FROM THE CITY OF KENT EAST CORPORATION LINE EAST TO RHODES ROAD IN FRANKLIN TOWNSHIP**

It was moved by Tommie Jo Marsilio, seconded by Maureen T. Frederick to that the following Resolution be adopted:

WHEREAS, the Portage County Engineer, on behalf of Franklin Township, has secured 80% Federal Funding through the Akron Metropolitan Area Transportation Study to provide engineering, environmental clearance, right of way, construction and construction inspection services on the **Franklin Township State Route 59 Sidewalk, Phase 1 Project** along the north side of SR 59 from the City of Kent East Corporation Line east to Rhodes Road in Franklin Township, and

WHEREAS, the Portage County Engineer has received the Preliminary Legislation from the Director of the Ohio Department of Transportation for this project, and

WHEREAS, the Preliminary Legislation gives consent to the Director of Transportation to access federal funds to pay the consultant for work to complete the project known as the **Franklin Township State Route 59 Sidewalk, Phase 1 Project** and for the Ohio Department of Transportation to directly oversee completion of said project, now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby authorize the Portage County Engineer to enter into the Preliminary Legislation Agreement with the Director of the Ohio Department of Transportation to access federal funds to pay the consultant for work to complete the project known as the **Franklin Township State Route 59 Sidewalk, Phase 1 Project** and for the Ohio Department of Transportation to directly oversee completion of said project.

Voice vote as follows:

Christopher Smeiles, Absent;

Maureen T. Frederick, Yea;

Tommie Jo Marsilio, Yea;

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RESOLUTION No. 11-0086

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RE:

A RESOLUTION TO AUTHORIZE THE PORTAGE COUNTY ENGINEER TO EXECUTE THE LETTER OF UNDERSTANDING WITH HIRAM COLLEGE FOR THE PROJECT KNOWN AS THE HIRAM HIKE AND BIKE TRAIL FEASIBILITY STUDY,

It was moved by Tommie Jo Marsilio, seconded by Maureen T. Frederick that the following Resolution be adopted:

WHEREAS, over the past several years, various groups, citizens, students and administrators of Hiram College have desired a Hike and Bike Trail that would connect the main Campus south to the Barrow Biological Field Station and further south to the Headwaters Hike and Bike Trail which links to Regional Trails to the east and west, and

WHEREAS, Hiram College desires to construct a Hike and Bike Trail as indicated above, and a Feasibility Study is necessary to evaluate alternative routes for said Trail and the approximate costs of constructing these routes, and

WHEREAS, Federal funding has been secured for this Feasibility Study from the FY 2010 Transportation Appropriations Bill under the Surface Transportation Priorities account (Earmark ID - Ohio 400), and

WHEREAS, The Ohio Department of Transportation will administer the Federal funding and has indicated to Hiram College that they need a Local Public Agency (LPA) to represent them for this project, and

WHEREAS, the Board of Portage County Commissioners has agreed to serve as the Local Public Agency (LPA) (acting by and through the Portage County Engineer) for the Hiram Hike and Bike Trail Feasibility Study as indicated in the Letter of Understanding, now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby authorize the Portage County Engineer to execute the Letter of Understanding with Hiram College to be the LPA on their behalf with the Director of the Ohio Department of Transportation on the Hiram Hike and Bike Trail Feasibility Study; and be it further

RESOLVED, that the Board of Portage 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 those formal actions were in meetings open to the

RESOLUTION NO. 11-0090 - RE: AMENDMENT TO THE GENERAL FUND 2011 ANNUAL APPROPRIATION RESOLUTION NO. 10-1142 ADOPTED DECEMBER 16, 2010.

It was moved by Tommie Jo Marsilio, second by Maureen T. Frederick that the following resolution be adopted:

RESOLVED, that it has become necessary to amend the General Fund 2011 Annual Appropriation in the amounts and for the purposes set forth in the enumeration shown below:

		<u>Increase</u>	<u>Decrease</u>
Fund: 0001	General Fund		
	700 Sheriff's Department		
07105	Sheriff-Corrections MS	0	9,000
07106	Sheriff-Corrections CO	9,000	-
	MEMO TOTAL	<u><u>\$ 9,000</u></u>	<u><u>\$ 9,000</u></u>

Note: Trf. \$ for new washer

TOTAL MEMO BALANCE ALL AMENDMENTS	<u><u>\$ 9,000</u></u>	<u><u>\$ 9,000</u></u>
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; and be it further

RESOLVED, that the notes of explanation in this resolution are for informational purposes only and are not intended to restrict the expenditure of those appropriated funds to any single purpose. Such funds are for the use of all expenditures that are lawful under the approved appropriation; and be it further

RESOLVED, that a certified copy of this resolution be filed with the County Auditor; 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.

Roll call as Follows:

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

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RESOLUTION No. 11-0091

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RE: ENTER INTO AMENDMENT NO. 1 BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND MARLENE'S LOW VISION TO PROVIDE SPECIAL SERVICES FOR THE VISUALLY IMPAIRED.

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

WHEREAS, an agreement between the parties was entered into and known as Portage County Contract No. 20100148 (the "Original Contract") on January 26, 2010 by Resolution No. 09-1162 to provide Special Services for the Visually Impaired for eligible Portage County visually impaired individuals; and

WHEREAS, the parties desire to amend the Original Contract to continue such services; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby agree to enter into Amendment No. 1 between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and Marlene's Low Vision to extend the agreement one (1) additional year from December 1, 2010 to November 30, 2011; and be it further

RESOLVED, that the parties agree that Marlene's Low Vision shall provide delivery, demonstration and training of Magnisight Closed Circuit Television (CCTV) units at a rate of no more than Two thousand five hundred nine and 00/100 dollars (\$2,509.00) per unit, not to exceed eight (8) units, for a total of Twenty thousand seventy-two and 00/100 dollars (\$20,072.00); and be it further

RESOLVED, that the parties agree that additional adaptive devices necessary for unit installation may be purchased not to exceed an annual amount of One thousand and 00/100 dollars (\$1,000.00); and be it further

RESOLVED, that annual services under this agreement shall not exceed Twenty-one thousand seventy-two and 00/100 dollars (\$21,072.00); 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:

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

Tommie Jo Marsilio, Yea;

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RESOLUTION No. 11-0092

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RE:

ENTER INTO AN AGREEMENT FOR ALCOHOL AND DRUG SCREENING SERVICES BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND TOWNHALL II.

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

WHEREAS, the Portage County Department of Job & Family Services is in need of alcohol and drug screening services for clients being served by Portage County Children Services; and

WHEREAS, Requests for Proposals were sent to ten (10) potential service providers; and

WHEREAS, One (1) proposal was received, opened and tabulated for alcohol and drug screening services on September 22, 2010; and

WHEREAS, Townhall II is willing and able to provide these services; and

WHEREAS, The Agreement form attached hereto as Exhibit A will be used to detail the terms of the relationship between the Portage County Department of Job & Family Services and Townhall II; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby enter into an Agreement between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and Townhall II with its principal place of business located at 155 North Water Street, Kent, OH 44240, for the period November 1, 2010 through October 31, 2011, with the option to extend the agreement two (2) additional years; and be it further

RESOLVED, that the total amount of this Agreement is not to exceed Forty-two thousand eight hundred seventy and 97/100 dollars (\$42,870.97); 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:

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

Tommie Jo Marsilio, Yea;

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RESOLUTION No. 11-0093 - **RE: ENTER INTO AMENDMENT NO. 2 BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND FAMILY & COMMUNITY SERVICES, INC. FOR A KINSHIP NAVIGATOR FOR CHILDREN SERVICES.**

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

WHEREAS, an agreement between the parties was entered into and known as Portage County Contract No. 20090294 (the “Original Contract”) by Resolution No. 10-0138 to provide a Kinship Navigator for Children Services to assist Kinship Caregivers in locating services to enable a child placement in their kinship home or to stabilize an existing kinship placement; and

WHEREAS, an Amendment No. 1 was entered into on September 9, 2010 through Resolution No. 10-0782; and

WHEREAS, the parties desire to amend the Original Contract to continue such services; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby enter into Amendment No. 2 between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services (“PCDJFS”) and Family & Community Services, Inc. (“PROVIDER”) to extend the agreement one (1) additional year from September 30, 2010 through September 29, 2011; and be it further

RESOLVED, that PCDJFS and PROVIDER agree that the Kinship Navigator services provided to Children Services will be reimbursed based on actual costs; and be it further

RESOLVED, that the total amount of this Agreement is not to exceed Sixty-four thousand five hundred thirty-seven and 24/100 dollars (\$64,537.24); 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:

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

Tommie Jo Marsilio, Yea;

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RESOLUTION No. 11-0094 - RE: ENTER INTO AMENDMENT NO. 1 BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND FAMILY & COMMUNITY SERVICES, INC. TO PROVIDE SENIOR TRACK CASE MANAGEMENT SERVICES.

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

- WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20100145 (the “Original Contract”) on January 26, 2010 by Resolution No. 09-1135 to provide Case Management Services titled “Senior Track” for eligible Portage County senior citizens (age 60 and over) under Adult Protective Services; and
- WHEREAS,** the parties desire to amend the Original Contract to continue such services; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners does hereby agree to enter into Amendment No. 1 between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and Community Action Council of Portage County, Inc. to extend the agreement one (1) additional year from December 1, 2010 to November 30, 2011; and be it further
- RESOLVED,** that the parties agree that the Senior Track services provided to clients will be reimbursed based on actual costs and not a unit rate; and be if further
- RESOLVED,** that annual services under this agreement shall not exceed One hundred sixteen thousand one hundred thirty-six and 91/100 dollars (\$116,136.91); and be it further
- RESOLVED,** that, following a program review in November, 2010, Family & Community Services, Inc. determined the unit rate of Sixty-one and 34/100 dollars (\$61.34) used during contract period December 1, 2009 to November 30, 2010 was calculated too high; and, after a revised budget was submitted with the correct unit rate of Fifty-three and 02/100 dollars (\$53.02), the correction resulted in a Six thousand two hundred seventy-two and 72/100 dollars (\$6,272.72) credit owed to the Portage County Department of Job & Family Services; and be it further
- RESOLVED,** that the credit of Six thousand two hundred seventy-two and 72/100 dollars (\$6,272.72) will be taken against invoices submitted during contract period December 1, 2010 to November 30, 2011; 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:

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

Tommie Jo Marsilio, Nay;

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RESOLUTION No. 11-0095 ~ **RE: ENTER INTO AN AGREEMENT FOR PARENTING SERVICES BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND FAMILY & COMMUNITY SERVICES, INC.**

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

WHEREAS, the Portage County Department of Job & Family Services is in need of Parenting Services titled “Parenting Toward Solutions” to stabilize families and prevent removal of children from their homes and reunify children that have been removed from their homes by providing parenting instruction and other treatment; and

WHEREAS, Requests for Proposals were sent to ten (10) potential service providers; and

WHEREAS, Two (2) proposals were received, opened and tabulated for in-home counseling and family stabilization services on September 22, 2010; and

WHEREAS, Family & Community Services, Inc. is willing and able to provide these services; and

WHEREAS, The Agreement form attached hereto as Exhibit A will be used to detail the terms of the relationship between the Portage County Department of Job & Family Services and Family & Community Services, Inc.; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby enter into an Agreement between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and Family & Community Services, Inc. with its principal place of business located at 143 Gougler Avenue, Kent, OH 44240, for the period November 1, 2010 through October 31, 2011, with the option to extend the agreement two (2) additional years; and be it further

RESOLVED, that the total amount of this Agreement is not to exceed Sixty-seven thousand six hundred thirty-one and 40/100 dollars (\$67,631.40); and be it further

WHEREAS, the parties desire to amend the original Lease Agreement to continue such services; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into said Lease Agreement Amendment No. 7 for the property listed above with Job and Family Services for a term of one (1) year, beginning January 1, 2011 and ending on December 31, 2011; and be it further

RESOLVED, Lessee shall pay rent in the amount of \$14.95 per sq. foot in equal monthly installments of six thousand, five hundred thirty-eight dollars and thirteen cents (\$6,538.13) each payable on the 1st day of each month beginning January 1, 2011, and continuing until the expiration of this lease; 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 as Follows:

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

Tommie Jo Marsilio, Yea;

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RESOLUTION No. 11-0097

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RE:

**ENTER INTO REAL ESTATE LEASE AGREEMENT
AMENDMENT NO. 5 WITH THE PORTAGE COUNTY
DEPARTMENT OF JOB & FAMILY SERVICES FOR THE
PROPERTY LOCATED AT 209 SOUTH CHESTNUT STREET
– SUITE 205, RAVENNA, OHIO.**

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

WHEREAS, a lease agreement between the parties was entered into on February 6, 2007 through Resolution No. 07-0188 for real estate property situated in the County of Portage, known for street numbering purposes as 209 South Chestnut Street – Suite 205, Ravenna, Ohio (730 sq. ft.); and

WHEREAS, Amendment No. 1 was entered into on February 22, 2007 through Resolution No. 07-0189 which bans smoking in all public buildings and places of employment (issue 5); and

WHEREAS, the parties desire to amend the original Lease Agreement to continue such services; now therefore be it

WHEREAS, Amendment No. 2 was entered into on February 26, 2008 through Resolution No. 08-0156 for real estate property known as 209 S. Chestnut St. Suite 205, Ravenna,

OH, term of agreement January 1, 2008 until December 31, 2008; and

WHEREAS, Amendment No. 3 was entered into on February 5, 2009 through Resolution No. 09-039 for real estate property known as 209 S. Chestnut St. Suite 205, Ravenna, OH, term of agreement January 1, 2009 until December 31, 2009; and

WHEREAS, Amendment No. 4 was entered into on May 6, 2010 through Resolution No. 10-0318 for real estate property known as 209 S. Chestnut St. Suite 205, Ravenna, OH, term of agreement January 1, 2010 until December 31, 2010; and

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into said Lease Agreement Amendment No. 5 for the property listed above with Job and Family Services for a term of one (1) year, beginning January 1, 2011 and ending on December 31, 2011; and be it further

RESOLVED, Lessee shall pay rent in the amount of \$14.95 per sq. foot in equal monthly installments of nine hundred, nine dollars and forty-six cents (\$909.46) each payable on the 1st day of each month beginning January 1, 2011, and continuing until the expiration of this lease; 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 as Follows:

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

Tommie Jo Marsilio, Yea;

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RESOLUTION No. 11-0098

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RE:

AMEND RESOLUTION 11-0014 ENTERING INTO AN AGREEMENT BETWEEN THE BOARD OF COMMISSIONERS AND OAK GROUP, INC.

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

WHEREAS, Resolution 11-0014 was adopted January 6, 2011 to enter into an agreement between the Portage County Board of Commissioners and Oak Group, Inc. for back-up plans examiner and back-up building official services for 2011; and

WHEREAS, the original resolution states that the services requested were both of a back-up plans examiner and back-up building official; now therefore be it

RESOLVED, that the Board of Commissioners agrees to amend the resolution to reflect the correct services requested; and be it further

RESOLVED, that the Board of Commissioners agrees that this resolution shall read in its entirety as follows:

* * * *

WHEREAS, the Board of Portage County Commissioners has determined that there is a need for Back-Up Plans Examiner services; and

WHEREAS, Oak Group, Inc. is qualified to perform Back-Up Plans Examiner services; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into a Back-Up Plans Examiner Services Agreement by and between the Board of Commissioners and Oak Group Inc., P.O. Box 2183, Stow OH 44224, as an Independent Contractor, in the Amount of Seventy-five and 00/100 dollars (\$75.00) per hour for back-up plan examiner services in a total amount not to exceed Ten thousand and 00/100 dollars (\$10,000.00); and be it further

RESOLVED, that the term of the Agreement shall be from January 1, 2011 until December 31, 2011, but may terminate by either party upon not less than ten days written notice to the other party; 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 a meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Voice vote as follows:

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

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RESOLUTIONS

January 27, 2011

1. Approval of Meeting Minutes from the January 25, 2011 regular Board Meeting
2. Approve the Bills as presented by the County Auditor and reviewed by the Department of Budget & Financial Management. 11-0078
3. Approve the wire transfer, as presented by the County Auditor./None
4. Approve the Journal Vouchers as presented by the County Auditor./11-0080

5. Approve Then & Now as presented by the County Auditor./11-0081
6. Authorize the Portage County Engineer to execute the preliminary legislation agreement with the Director of the Ohio Department of Transportation. (County Engineer)./11-0082
7. Declare Floyd Browne Group most qualified firm as a result of review and analysis of qualifications and enter into negotiations for professional services for the project known as Gilbert Road (TH 188) rehabilitation in Paris Township, Portage County. (County Engineer)./Discussion February 1, 2011 with County Engineer
8. Declare Richard L. Bowen & Associates Inc. most qualified firm as a result of review and analysis of qualifications and enter into negotiations for professional services for the project known as Hudson Road (TH 146) Rehabilitation in Franklin Township, Portage County. (County Engineer)./Discussion February 1, 2011 with County Engineer
9. Authorize the Portage County Engineer to execute the preliminary legislation agreement with the Director of Ohio Department of Transportation for the project known as the Franklin Township State Route 59 Sidewalk, Phase 1 along the North side of SR 59 from the City of Kent East Corporation Line East to Rhodes Road in Franklin Township. (County Engineer)./11-0085
10. Authorize the Portage County Engineer to execute the Letter of Understanding with Hiram College for the project known as The Hiram Hike & Bike Trail Feasibility Study. (County Engineer)./11-0086
11. Declare Transystems most qualified firm as a result of review and analysis of qualifications and enter into negotiations for professional services for the project known as the Portage County Fracture Critical Bridge, Continuous Multi-Span Bridge and Culvert Load Rating Project. (County Engineer)./Discussion February 1, 2011 with County Engineer
12. Accept the Ohio Department of Justice Program, Violence Against Women Grant (VAWA), Domestic Violence Intervention Project Number 2010-WE-VA2-8222 & 2009-WF-VA8-8222A for Grant Year 2011 (Resubmission of 2009-WF-VA8-8222/2007-WF-VA8-8222A)./11-0088
13. Authorize the application to the Ohio Pet Fund Grant Program (Dog Warden)./11-0089

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INVITATIONS/MEETING NOTICES

January 27, 2011

1. Invitation from Hattie Larlham for the 50th Anniversary and Developmental Disabilities month celebration on Monday, February 28, 2011, 10:30 AM-12:00 Noon, at the Hattie Larlham Center. RSVP requested by Friday, February 25, 2011.

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**INCOMING CORRESPONDENCE
DISCUSSION**

January 27, 2011

1. Discussion: Neighborhood Development Services correspondence to the President regarding a 25% cut in the Community Development Block Grant funding. Commissioner Marsilio prefers not to sign the letter.
2. January 17, 2011 correspondence from Team NEO, accepting nominations for the 5th Annual Team NEO Economic Development Plus Awards in June at the John S. Knight Center, Akron. Deadline for entries is March 11, 2011/Bring back February 1st.
3. January 20, 2011 correspondence from Sam Straser, HealthFacilities Marketing, Inc., regarding The Woodlands At Robinson. Clerk to contact Mr. Stausser and let him know it will not materialize.
4. January 24, 2011 e-mail from Michelle Ripley, Safety/Loss Control, regarding Portage County covered and non covered entities/Bring back February 1st.
5. Discussion: CORSA Training/Board of Commissioners will attend if their calendars allow.
6. January 20, 2011 correspondence from Dennis Deters, Colerain Township, requesting support in urging the Supreme Court to take jurisdiction of a landfill case. Deadline, Friday, January 28, 2011/Bring back February 1st.
7. Discussion: National County Government Week/Month in April./Clerk to contact Brian Kelley, Information Technology Service and other elected officials to see what they can incorporate at the Commissioners' site or if they would want to attend the informational session
8. Discussion: Roetzel & Andress Statement of Account. (Referred to Department of Budget & Financial Management)./Forward to the Portage Development Board.
9. Discussion: Economic Development office closure.
Access for key cards and MUNIS will expire at close of business January 31, 2011. The Board is also comfortable with providing the parking spaces (3-4) as they're not numbered.

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JOURNAL ENTRY

January 27, 2011

1. Board of Commissioners' authorization requested to allow use of the Courthouse Lawn on Thursday, May 5, 2011 from 11:30 AM-1:30 PM for the National Day of Prayer as requested by Doug McGee and Budd Curfman.
2. Board of Commissioners' authorization requested to pay Ryan Brannon (Brent Tree Coffee Roaster) \$6,000.00 for a loan disbursement from the Portage County Revolving Loan Fund 1285 as presented by the Kent Regional Business Alliance.

3. The Board of Commissioners received the January 25, 2010 Amended Certificate of Estimated Resources for the year beginning January 1, 2011 as submitted by the Portage County Budget Commission (cc: Department of Budget & Financial Management).
4. The Board of Commissioners received notice that the Department of Budget & Financial Management has prepared and submitted the Quarterly Jobs Report for the Portage County Collaboration of Advocacy Grant No. 2009-RA-D01-2184 for the period of December 16, 2010 through December 31, 2010 as presented by Department of Budget & Financial Management.
5. The Board of Commissioners received notice that the Department of Budget & Financial Management has prepared and submitted the Quarterly Jobs Report for the Courtroom Deputies Grant No. 2009-RA-A02-2323 for the period of December 16, 2010 through December 31, 2010 as presented by Department of Budget & Financial Management.

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REFERRED

January 27, 2011

1. January 14, 2011 correspondence from David Kennedy, Mahoning County Coroner’s Office, regarding a charge to other counties for autopsies performed by Mahoning County. Referred to Coroner’s Office and the Department of Budget & Financial Management.
2. January 23, 2011 correspondence from Mark Bergman, Troop 259, requesting a certificate for Eagle Scout Shaun Sutton. Referred to Executive Assistant. *NOTE: The Board is also invited to attend the Court of Honor and Reception on Sunday, February 27, 2011, 12:00 Noon, Faith United Methodist Church, Brimfield.*

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INFORMATION ONLY

January 27, 2011

1. January 18, 2011 correspondence from Wood County Commissioners to Governor John Kasich, State of Ohio, regarding a suggestion for saving money in the ODOT budget.
2. The Board of Commissioners received the 2010 Annual Report as presented by the Prosecutor’s Office.
3. The Board of Commissioners received the Portage County District Library meeting minutes from December 16, 2010.
4. The Board of Commissioners received the Kent Area Chamber of Commerce Weekly Update dated January 24, 2011.

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PROSECUTOR CORRESPONDENCE

January 27, 2011

1. January 24, 2011 e-mail from Leigh Prugh, regarding Atwater Trailer Park/Bring back February 1st.
2. January 19, 2011 e-mail from Denise Smith, including the MOU between the Regional Airport Authority and the County for 16 acres of land transfer/Held from the January 25, 2011 agenda for Commissioner Frederick's comments/Bring back February 1st.

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PLEASE ADD TO THE AGENDA

January 27, 2011

1. The Department of Budget & Financial Management presents a resolution to amend the General Fund Appropriation for the replacement of a washing machine for the Sheriff for approximately \$9,000/11-0090
2. January 26, 2011 request from the County Auditor that the Board of Commissioners extend the period for filing an application for dog registration from January 31, 2011 to February 15, 2011. A Board resolution is required IAW ORC 955.01 (A)(1)/11-0079

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JOURNAL ENTRY

January 27, 2011

Motion by Tommie Jo Marsilio, seconded by Maureen T. Frederick to approve the following actions:

1. The Board of Commissioners authorized the use of the Courthouse Lawn on Thursday, May 5, 2011 from 11:30 AM-1:30 PM for the National Day of Prayer, as requested by Doug McGee and Budd Curfman. The Board agreed to waive the insurance coverage but requires the \$1.00 fee.
2. The Board of Commissioners authorized payment to Ryan Brannon (Brent Tree Coffee Roaster) of \$6,000.00 for a loan disbursement from the Portage County Revolving Loan Fund 1285, as presented by the Kent Regional Business Alliance. Documents reviewed by the Department of Budget & Finance with no exceptions noted.
3. The Board of Commissioners acknowledged the receipt of the January 25, 2010 Amended Certificate of Estimated Resources for the year beginning January 1, 2011, as submitted by the Portage County Budget Commission.
4. The Board of Commissioners acknowledged that the Department of Budget & Financial Management has prepared and submitted the Quarterly Jobs Report for the Portage County Collaboration of Advocacy Grant No. 2009-RA-D01-2184 for the period of December 16, 2010 through December 31, 2010, as presented by Department of Budget & Financial Management.
5. The Board of Commissioners acknowledged that the Department of Budget & Financial Management has prepared and submitted the Quarterly Jobs Report for the Courtroom Deputies

Grant No. 2009-RA-A02-2323 for the period of December 16, 2010 through December 31, 2010, as presented by Department of Budget & Financial Management.

6. After meeting in an Executive Session today with The Woodlands at Robinson staff, the Board of Commissioners accepted staff recommendation and approved a one day suspension for a non-bargaining employee for job performance on Tuesday, February 1, 2011.
7. The Board of Commissioners accepted the recommendation of the Human Resources Department Director and approved the revisions to the Water Resources Department Position Description for an Electrician. The Board of Commissioners noted that the Water Resources Department Interim Director Jeff Lonzrick reviewed and approved the revisions.

Commissioner Smeiles 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 27, 2011**. There being no further business to come before the Board, it was moved by Tommie Jo Marsilio, seconded by Maureen T. Frederick to adjourn the official meeting at **12:40 PM**. Commissioner Smeiles absent, motion carries.

Maureen T. Frederick, President

Tommie Jo Marsilio, Vice-President

Christopher Smeiles, Board Member

Deborah Mazanec, Clerk

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PAY-INS FOR THE MONTH OF JANUARY 2011

01/10/11	14791	OVW Enforcement of Protection Orders Grant 2007-WE-AX-0048 Total: 22,485.09
01/10/11	17494	Sony Tape Reimbursement from Dawn Pechman: \$0.72, Sony Tape Reimbursement from Mike Sever: \$1.00, Cell Phone reimbursement from Maureen T. Frederick: \$1.53, Allied Oil Field Oil Lease: \$13.69, Orion Distribution Oil Lease: \$10.13, Resources Energy Oil Lease: \$75.42. Total: \$102.49
01/24/11	17723	Ergon Oil Purchasing: \$72.61, Everflow Eastern Partners: \$60.02 Total: \$ 132.63
01/25/11	17760	Evervest Operating Oil Lease: \$ 979.43, Reimbursement from D.Pechman for Sony Tape: \$0.72 Total: \$ 980.15
01/27/11	17807	Ohio Public Defender – Public Defender: \$ 19,919.54 for September 2010, Public Defender: \$ 28,671.97 for October 2010, Assigned Counsel: \$9,650.90 for September 2010, Death Penalty: \$3,544.80 for September 2010 Total: 61,787.21

AUTHORIZATION OF EXPENSES FOR THE MONTH OF JANUARY 2011

12/16/10	Brian Kelley, SIM Meeting Cyber Crime/Cyber Terrorism, Independence, OH, January 24, 2011, \$0.00
12/15/10	Judee Genetin, JFS Northcoast Directors Meeting, Cleveland, OH, January 21, 2011, \$0.00
01/03/11	Bill Steiner, Ohio EPA, Columbus, OH, January 10, 2011, \$0.00
01/04/11	Brian Kelley, NOITR Meeting, Independence, OH, January 27, 2011, \$0.00
01/11/11	Tommie Jo Marsilio, Aurora Chamber Networking Luncheon, Aurora, OH, January 19, 2011, \$0.00
01/07/11	Jon Barber, HSPR51AC, Summit County, January 18, 2011, \$0.00
01/06/11	Bill Steiner, NEFCO Meeting, Green, OH, January 19, 2011, \$0.00
01/03/11	Jeff Lonzrick, NEFCO Monthly Meetings, ERTAC Monthly Meetings, Stow, OH, January 1 – December 31, 2011, \$0.00
01/03/11	Mickey Marozzi, 2011 Ohio County Engineers Conference, Columbus, OH, February 3-4, 2011, \$456.00
01/05/11	All WIC Staff, Staff Travel, Portage & Columbiana Counties, January – March 2011, \$700.00
12/22/10	JFS Employees, NEORTC Social Worker Training, Akron, OH, January 4 – March 31, 2011, \$2,443.18
12/15/10	Judee Genetin, Terri Burns, Brian Boykin, Tim Beckner, GAPP, Chardon, OH, 1 st Wednesday of each month, \$414.00
12/15/10	Judee Genetin, OCDA Executive Board & General Member Meetings, Columbus, OH, 1/12-1/14, 2/9, 3/9, 4/13, 5/11, 6/8, 7/13, 8/10, 9/14, 10/12, 11/2, 12/7/2011, \$726.00
12/15/10	William Ulik, Meeting w/ company interested in moving to Portage County, Twinsburg, OH, December 16, 2010, \$20.00
01/05/11	William Ulik, Summit County Port Authority Meeting, Akron, OH, February 2, 2011 \$30.00
01/05/11	Cindy Hazelett, NESOWEA Industrial Wastes Seminar, Richfield, OH, February 24, 2011, \$45.00

01/05/11	Mike Frymire, Trenching & Excavating 2010-2011 Competent Person Training, Medina, OH, February 2, 2011, \$135.00
01/05/11	Jeff Lonzrick, Dave Sloan, John Vence, Alan Norris, NESOWEA Operations Seminar, Richfield, OH, January 27, 2011, \$205.00
01/03/11	Cindy Hazelett, NESOWEA Operations Seminar, Richfield, OH, January 27, 2011, \$60.00
01/05/11	Jeff Lonzrick, John Vence, NESOWEA Industrial Wastes Seminar, Richfield, OH, February 24, 2011, \$80.00
01/03/11	Wayne Cardiko & James Akerley, Tinkers Creek Stressor Study & Trading Plan, Twinsburg, OH, January 27, 2011, \$25.50
01/06/11	Lori Evans & Staci Dobosh, OCCA Monthly Meeting, Columbus, OH, January 19, 2011, \$80.00
01/06/11	Robert Park, Judy Proffitt, Richard McClellan, Nicole Kehres, OSACVSO Spring Quarterly, Columbus, OH, February 24-25, 2011, \$934.00
01/06/11	Gary Gifford, Barker Corp Trenching & Excavating 2010-11 Competent Person Training, Medina, OH, April 6, 2011, \$135.00
01/06/11	Wayne Carkido, Don West, Ohio RCAP Utility Management through the OEPA Div of drinking water, Medina, OH, February 8, 2011, \$30.50
07/07/11	Josh Goodridge, Backflow Prevention Refresher, New Philadelphia, OH, April 6, 2011, \$192.75
01/07/11	Josh Goodridge, NESOWEA Operations Seminar, Richfield, OH, January 27, 2011, \$55.00
01/11/11	Maureen T. Frederick, Tommie Jo Marsilio, CCAO Regional Legislative Briefing, Middlefield, OH, March 14, 2011, \$30.00
01/12/11	Reva Weekley, Saw's CPSE Service JAD Session, Columbus, Ohio, January 13, 2011 \$0.00.
01/13/11	Robert Roosa, Ohio Chapter 85 th Annual Meeting, Akron, Ohio, May 2-4, 2011 \$100.00
01/14/11	Brian Kelley, NE Ohio IT Think Tank Meeting, Independence, Ohio, February 16, 2011 \$0.00.
01/14/11	David Harvey and Scott Witkosky, Traumas of Law Enforcement, Memphis, Then & Now certification approval \$, February 27-March 3, 2011 \$1,488.46
01/18/11	Charles Wetmore, NE Treasurer's Meeting 2011, Columbus, Ohio \$100.00
01/21/11	Tommie Jo Marsilio, CCAO Commissioners' Training Seminar, February 27-March 1, 2011 \$460.00
01/05/11	Brian Boykin and Tim BEckner, The Employment Service Meeting, Canton, Ohio, January 13, 2011 \$ 0.00
01/05/11	Judee Genetin, NE PCSA Regional Meeting, Richfield, Ohio, February 28, 2011 \$12.75.
01/10/11	Tommie Jo Marsilio, GAPP Leo & Executive Committee Meeting, Geauga County, Ohio, First Wednesday of Each Month, \$200.00
01/10/11	Amy Cooper and Nancy Dailey, WIC Director s Meeting, Canton, Ohio, January 20, 2011 \$160.00
01/11/11	Gwendell Bolen, NESOWEA Operations Seminar, Richfield, Ohio, January 27, 2011 \$52.75
01/11/11	Sandra Humphrey, Baker Corporation Trenching and Excavating 2011-11 Competent Person Training, Medina, Ohio, March 2, 2011 \$135.00
01/06/11	Mike Robinson, Christine Herra, Holly Rhodes, Betty Wells, April Wise, Debbie Imler, Matthew Walker, Rebecca Abbott, Lacey McLaughlin, Tim Beckner and Elaine Schneider, Trumbull County Department of Job & Family Services, Warren, Ohio, January 12, 2011 \$140.25
01/10/11	Elizabeth IteI, Non Stranger Sexual Assault, December 16-17, 2011 \$38.59
01/10/11	David Doak, Columbus BSSA Training, Columbus, Ohio , February 16-17, 2011 \$560.00
01/10/11	Jim Mitchell, Internet Investigation, OPOTA Richfield, Ohio, \$300.00
01/11/11	Richard Kundracik, NESOWEA Industrial Waste Seminar, Richfield, Ohio, February 24, 2011

	\$52.75
01/12/11	William Ulik, NEFCO, December 15, 2010 \$10.00
01/12/11	Alan Norris, NESOWEA Industrial Waste Seminar, Richfield, Ohio, February 24, 2011 \$40.00
01/21/11	Wayne Carkido, James Akerley, and Don West, BWC Tow Motor Development A Training Program, Canton, Ohio, February 23, 2011 \$43.25

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