

Tuesday, February 8, 2011

The Board of County Commissioners met in regular session on **Tuesday, February 8, 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 February 3, 2011 meeting. Commissioner Marsilio absent, motion carries

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Also attending throughout the day: Mike Sever, Record-Courier; members of the public.

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9:27 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 consider a discipline issue. **Also present:** Nursing Home Administrator Barb Fleischmann, Allison Goudy. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Absent; Maureen T. Frederick, Yea.

9:30 AM Commissioner Marsilio attending the Executive Session

9:40 AM Human Resources Department Director Karen U'Halie attending the Executive Session

9:46 AM Upon conclusion of the above referenced discussion, it was moved by **Tommie Jo Marsilio**, seconded by **Christopher Smeiles** 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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Leo Nagle asked the Board of Commissioners if they had any control of the Health Department. He noted that he is concerned about the planned meeting tonight to discuss a possible merger of the Kent, Ravenna and Portage County Health Department. He is also concerned about storm water runoff and wondered who will be in charge of various moneys. Too large of a conglomeration and there will be no controls; keep government small. Mr. Nagle confirmed that he plans to attend the meeting tonight.

Commissioner Smeiles stated that, if the Health Department is going broke and needs this merger to be solvent, how would Mr. Nagle proceed. Mr. Nagle asked what would be gained by the cities in this matter. Commissioner Smeiles stated that one of the Governor's initiatives is to merge and share services whether it is schools or fire departments. Can the three Health Departments merge and share costs? Commissioner Frederick added that the Board of Commissioners has no authority to dictate to the Health Department.

Commissioner Frederick asked if Mr. Nagle has talked to Chip Porter about the Storm Water Program. Mr. Nagle confirmed that he has spoken with the County Engineer, Chip Porter and James Bierlair.

An unidentified man noted that when Kent gets involved, they tend to take over. Commissioner Frederick encouraged those present to attend the meeting tonight and express their opinions.

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PROSECUTOR

Present: Denise Smith

Review of Prosecutor Pending List

1. The Board of Commissioners discussed the possible takeover of the management of the nursing home by Robinson Memorial Hospital, noting that the Board of Commissioners meets with Steve Colecchi this afternoon. Commissioner Frederick asked Attorney Smith about possible contracting with another entity to provide interim services.

Denise Smith reported that the pharmaceutical and physical therapy contracts may be extended month to month or quarterly, which gets the county to the tentative July 1, 2011 start date.

Mr. Dunchel asked if the Board of Commissioners has agreed to sell the nursing home to the hospital over a period of time? Commissioner Frederick responded that the Board of Commissioners is discussing transition matters with Robinson Memorial Hospital CEO Steve Colecchi this afternoon. Commissioner Marsilio added that there is a lease agreement being discussed. Commissioner Frederick added that the county advanced \$3 million for the new facility and then went to bond for the remaining. She would like to see the nursing home at least pay back the \$190,000 loan to the nursing home.

2. The Board of Commissioners agreed that Attorney Leigh Prugh should work with Jeff Lonzrick to create a draft resolution amending the Rules and Regulations for the variance, perhaps something similar to the Health Department regulations for Board review.

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Prosecutor Correspondence

1. Discussion: MOU between the County and the Portage County Regional Airport Authority/Attorney Smith noted that her concern is that the reversion clause may not be enforceable

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REGIONAL PLANNING COMMISSION

Present: Todd Peetz

Director Peetz reviewed the Work Program Report for January 2011 noting the following:

1. The 2011 Farmland Preservation Ag Easement applications were due to the state on February 1, 2011 – there were three Portage County applications submitted
2. Staff continues to work on the Shalersville Township Comprehensive Plan revision
3. There were ten subdivision applications in January 2011
4. Staff is working on the following:
 - A. Atwater Township – exotic animals and related ordinances
 - B. Brimfield Township – information on internet cafes
 - C. Deerfield Township – assistance in a Nature Works grant application
 - D. Freedom Township – assistance in a Nature Works grant application
 - E. Hiram Township – potential zoning changes and information about windmills and hydronic furnaces
 - F. Mantua Township – revisions to the zoning code and a methodology to gather public input
 - G. Mantua Village Downtown Revitalization Committee – working on a proposal for an LMI survey for a possible CDBG application
 - H. Palmyra Township – zoning amendments
 - I. Shalersville Township – research concerning mother-in-law suites and garage apartments

The Director noted that he and Attorney Chris Meduri will host quarterly meetings with Township Zoning Inspectors beginning in February.

The Director reported that he continues to work with the City of Ravenna on several projects. He added that the City may be interested in full Regional Planning Commission membership. The City of Streetsboro is also considering a full membership.

The Director reported on grant activity including the new application to the National Endowment for Arts Our Town Grant.

The Portage Revitalization and Economic Planning meetings are continuing. The Visioning in Portage meetings are also continuing.

The Director thanked the Board of Commissioners for the transfer fees, which the Regional Planning Commission has received.

All of the CDBG projects are on target.

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DOG WARDEN

Present: Dave McIntyre, JoAnn Townend, Audrey Tillis

- I. **Year End Report- Highlights**
 - A. The Dog Warden presented the chart of the number of dogs (684) in the different pick up areas.
 - a. 229 dogs were adopted from the shelter
 - b. 30 dogs euthanized that came into the shelter sick
 - c. 31 dogs euthanized as being vicious

- d. 41 dogs taken to the APL
- e. 165 dogs rescued from the shelter
- f. 60 dogs surrendered by owners
- g. 339 cats taken in with 37 rescued from the shelter
- h. 92 pit bulls brought in as vicious and euthanized
- i. 14 pit bulls sent to reputable rescue groups
- j. 52 dogs remain at the shelter at this time
- k. 1,527 complaints that were investigated not including lost and/or found dogs

The Dog Warden noted a disturbing trend in 2010 when the facility took in over 70 more pit bulls than they did in 2009.

The Dog Warden reported an increase of almost 5,000 tags purchased since he started due to the ongoing canvassing effort. He noted that Portage County licenses at \$12 are some of the cheapest in the state.

The Dog Warden presented the Stat Sheet comparing the last 20 years, the Dogs Taken in By Jurisdiction report, and the Canvassing Effort Stats.

The Dog Warden presented photos of the new adoption room designed by a local Boy Scout for a project and the kennels built by Maplewood students last year.

Commissioner Marsilio congratulated the Dog Warden on a job well done.

B. Over 100 dogs were spayed or neutered between the Ohio Pet Plate grants and donations.

C. Highlights

- a. A trustee from the Portage County jail helps with cleaning and that is working well
- b. WIA Workers and Community Service Workers are also used for cleaning
- c. Two Rabies Clinics were held in 2010
- d. The facility received free 12,300 pounds of dog food from a warehouse - snacks, food, and bones
- e. The Volunteer Program implemented a year ago and is in full swing. That led the Dog Warden to appear with a Crestwood High School class TV for a PAWS program
- f. Radio WNIR taped the Dog Warden with rescue group
- g. Each garage kennel has a Kuranda Bed
- h. The facility has finished one year of PetFix
- i. The facility has a veterinarian that volunteer her time to come out and helps
- j. The Dog Warden started a rescue program for unadoptable dogs

- k. The Dog Warden is in the preliminary stages of an inmate dog training program with the jail

D. A computer program was installed at a cost of \$18,000 and is now working. The program will assist in the identification of lost/ found dogs. The program has found two lost dogs that were identified through this program.

E. The parking lot was paved at a cost of \$22,000 using Dog Warden funds, extended the lot and added drainage.

F. There are now kennels located at the Brimfield Police Department and the Windham Police Department that will hold dogs until the Dog Warden can pick up a dog left.

II. Canvassing 2010

- a. The Dog Warden sold 5,525 tags out of his office, which is the most tags sold there ever.
- b. The Dog Warden showed the map of the location of tags sold either by canvassing or calls and those that purchased in the normal manner
- c. There were 26,200 tags sold in Portage County in 2010, which is a record. The Dog Warden advised that there may be close to 40,000 dogs in the county.
- d. Only canvassed Kent and Brimfield, Ravenna, Streetsboro and parts of Mantua.
- e. At height of canvassing, employees were bringing in about 150-160 licenses a week
- f. The Dog Warden was able to have several officers get some much needed training. Two officers attended Humane Officer Schooling

Commissioner Marsilio asked the Dog Warden about the APL Humane Officer – why is that position not under the Dog Warden? Commissioner Smeiles replied that the APL must agree that the Dog Warden would act as the Humane Officer. The county did approach the APL about that issue and the APL declined to agree.

III. New for 2011- approvals requested

- a. The Dog Warden recommended moving Joy Keaton from a Part-time employee to a full time employee effective 2/14/2011 as a Facility Keeper. Audrey Tillis has confirmed that funds are in the budget to take her to full-time/Journal Entry.

Commissioner Marsilio commended the Dog Warden for the smart and hard work he and staff are doing.

- b. Permission to Canvass 2010

If the Dog Warden hires two canvassers at \$9 hr, it would cost \$126 plus benefits a day. That would equal out to selling 5.2 tags a day. 26 tags a week, again, in the height of canvassing last year staff was selling 150-160 per week. (2,500 tags sold last summer.)

The Dog Warden recommended the hire of three (3) seasonal employees for Canvassing: one starting in mid March 2011 to assist with making phone calls, the other two would start in late April. All three seasonal employees would end September 16, 2011.

- c. **Outside Kennel**- the Dog Warden has the new kennel dug but not finished yet. There is a woman who is willing to donate toward the costs associated with the outside kennel. The Dog Warden plans to start that project in early spring.

The Board of Commissioners thanked the Dog Warden for a job well done.

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DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT

Present: Audrey Tillis

RESOLUTIONS

1. Create Fund 1265, CDBG New Horizon/11-124

UPDATES

1. The Director noted that Portage County receives \$674,000 from the OVW Grant. Because the state of Ohio does not require certain special conditions, there is a 5% hold back (\$18,256) to the grant
2. The Director presented the Monthly Compensation Report
3. The Director noted that the Safety/Loss Control budget can provide up to \$5,000 for the purchase of lifts for the Motor Pool; the Water Resources Department has confirmed that it can provide \$10,000 for that purchase
4. The Director reported that she is working on a new vehicle maintenance funding option that would charge quarterly for vehicles based on the vehicle

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Mr. Nagle commended the Board of Commissioners on their open public comment policy noting that he appreciates the opportunity to speak about issues. The Board of Commissioners thanked him for his interest in attending.

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11:50 AM Lunch Recess
 2:00 PM Board of Commissioners reconvened

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PORTAGE DEVELOPMENT BOARD

Present: Steve Colecchi, Portage Development Board Chairman; Joe Mayernick, Julie Michael Smith and Luciana Radamin of Hermitage Capital Partners; Attorney Denise Smith; Audrey Tillis; JoAnn Townend

The group is attending today to discuss the proposal presented by Hermitage Capital Partners for the development of strategic and tactical components of the Portage Development Board.

As an update, Mr. Colecchi reported that there is a final agreement with Kent State for the Portage Development Board employees. The Executive Committee met last week and has scheduled future meetings for the Executive Committee and the full board. Ravenna Mayor Bica will head the subcommittee to create a membership dues structure. Insurance is in place and Portage Community Bank has been chosen for banking. Executive Assistant Diana Fierle is spending time with the Portage County IT Director Brian Kelley to work on website and email issues. He noted that he has contacted CBOSS to discuss the finalization of work done already.

Mr. Colecchi stated that one outstanding issue is the telephone system. The Portage Development Board would like to lease the current system in place in the offices. JoAnn Townend responded that the phone system was purchased during the renovation of the Economic Development Offices. She suggested a simple lease agreement with invoicing monthly. Director Townend agreed to work with Mr. Colecchi on this issue/Journal Entry

Mr. Colecchi continued, reporting that Diana Fierle has stepped to the plate in handling economic development activities; all reporting is being handled, phone call inquiries are being referred; the office has not missed a beat.

Commissioner Frederick suggested that the Portage Development Board include the Neighborhood Development Services, Inc. as a resource. Mr., Colecchi responded that an inventory will be done including all organizations and resources available. In fact, Ms. Fierle has already put some things together.

Noting that no RFP was created, Mr. Colecchi advised that he asked Mr. Mayernick of Hermitage Capital Partners for a written proposal. Using the January 26, 2011 proposal from Hermitage Capital Partners, Mr. Colecchi recommended a phased approach with Phase I including #1,2,4,6, and 11 of the proposal with Phase II including the remaining scope of services. Mr. Mayernick suggested added the Portage Action Team to Phase I. He also suggested that the early meetings with shareholders is important to keep them excited about this effort. He noted that there is no central image of Portage County but a number of communities not linked together. He is prepared to get started.

Mr. Colecchi reported that there will be an Executive Director on board soon. He suggested that the Portage Action Team be developed after the Director is hired. If the Board of Commissioners is supportive, he suggested that the proposal be redefined for him to send to his Executive Board.

Commissioner Smeiles stated that this decision is not one for the Board of Commissioners to make but for the Portage Development Board to make. He believes that the Portage Development Board has the ability to achieve these goals and does not need to hire a consultant. If the Portage Development Board decides to engage a consultant so be it. He asked if there should have been an RFP? Attorney Denise Smith responded no as this is a private entity. Mr. Colecchi responded that the Executive Committee did have that discussion and agreed that, if there was time, the RFP would be the normal course but the agreement must be finalized. Mr. Mayernick and associates have the ability and capability to do the Phase I activities. Perhaps the Phase II duties would be sent out in an RFP.

Mr. Colecchi stated that the only other aspect of this is that there has been a suggestion that KSU or others can do some of this work free of charge but timing is an issue. There are resources that will be available in the future but at this time, this proposal makes sense.

Commissioner Marsilio stated that, speaking of cost, it must be a selling point that Hermitage is willing to work at excellent rates. She added that she appreciates the flexibility shown by Hermitage. Commissioner Frederick remarked that the bottom line is that we have to deliver to the people in the creation of jobs in Portage County.

Mr. Mayernick and Mr. Colecchi agreed to work out the final arrangements and move forward ASAP.

Commissioner Frederick advised that Todd Peetz, Regional Planning Commission Director, had expressed interest in assisting the Portage Development Board. Steve Colecchi responded that Mr. Peetz is a member of the Portage Development Board.

Mr. Mayernick reported that he and Julie Michael Smith have customers all over the country. Looking back at the Portage Development Board and seeing what has been accomplished, he believes that they have done nothing wrong. He did caution that the Portage Development Board will need time. Commissioner Marsilio responded that the Portage Development Board should give the Board of Commissioners transparency and accountability and the Board of Commissioners will give the Portage Development Board time.

Mr. Mayernick suggested that the Portage Development Board be tenacious, ferocious and show leadership. He added that he needs to meet Diana Fierle as soon as possible. Commissioner Frederick responded that Ms. Fierle is the glue that has held this together. Commissioner Marsilio agreed that she has heard great things about her.

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Discussion: The Woodlands At Robinson

Present: Steve Colecchi, Denise Smith, JoAnn Townend, Audrey Tillis, Charlene Badger

The Board of Commissioners signed the Term Sheet, as presented by JoAnn Townend and signed by Steve Colecchi, approved by Board of Commissioners Resolution 11-0111.

Mr. Colecchi advised that Ira Gothman has been engaged to draft a lease agreement. He is waiting for quotes for an engineering review of the infrastructure. JoAnn Townend to let Barb Fleischmann know when the engineers will be on hand. Steve Colecchi to work with JoAnn Townend to schedule.

JoAnn Townend has brought to the Board of Commissioners' attention that two contracts must be renewed until the July 1, 2011 proposed start date. The physical therapy will run quarterly and the pharmaceutical contract will run month-to-month. JoAnn Townend will put language in the renewals that there is a 30 day termination clause and move those agreements forward. JoAnn Townend confirmed that the vendors have also been advised of the 30 termination clause and are both okay with that.

Steve Colecchi advised that there is no way to take over physical therapy since the hospital contracts out that service. The hospital may not sell pharmacy items to an entity not under its purview. He and staff are looking at transition items with a July 1 start date. Commissioner Frederick stated that she is looking to conserve money at The Woodlands by possibly terminating the Generations contract. She asked Denise Smith to confirm that the 30 day termination clause is sufficient language. Attorney Smith responded yes. Commissioner Marsilio stated that she believes that the county would be well served to create distance with Generations.

Mr. Colecchi responded that he knows that one or more of the Commissioners have talked to Aurora Manor Administrators. He added that the hospital has made no decision yet as to who will be the Administrator; Aurora Manor would certainly be considered. He stated that he believes that folks in this area would prefer to go to The Woodlands if insurance would allow. Aurora Manor has advised that they would not be interested in the short term administration of the facility but would be interested in a long term relationship.

Mr. Colecchi reported that he got a detailed proposal from Generations last week suggesting that they would be interested in providing management services, as well. He thinks that an RFP will be issued by the hospital to see what is out there.

Mr. Colecchi asked how the Board of Commissioners wants to communicate with The Woodlands employees? The Board of Commissioners advised Mr. Colecchi that he would be welcome to attend the upcoming labor management meeting with one of the Commissioners to answer questions. He agreed to attend, if possible. Commissioner Frederick noted that the employees are nervous. Mr. Colecchi agreed and added that employees are looking for stability; he believes that they will be happy being within the hospital family.

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3:05 P In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Tommie Jo Marsilio**, seconded by **Christopher Smeiles** that the Board of Commissioners move into executive session to consider a compensation/contract issue at The Woodlands at Robinson. **Also present:** Robinson Memorial Hospital President and CEO Steve Colecchi; Internal Services Director JoAnn Townend; Attorney Denise Smith; Department of Budget & Financial Management Director Audrey Tillis. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

3:30 PM Upon conclusion of the above referenced discussion, it was moved by **Tommie Jo Marsilio**, seconded by **Christopher Smeiles** 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 no action.

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CITY OF RAVENNA

Present: Mayor Joseph Bica, Service Director Dave Merleno, Engineer Bob Finney, Mark Bowen, County Engineer Mickey Marozzi

The Ravenna City Mayor and staff attending today to discuss the shared cost for the repair of a sink hole on the ABC Railway near Day Street in Ravenna. Commissioner Smeiles noted that at first blush it looked like the county's problem so the Board of Commissioners authorized the repair. He thanked the city for the prompt notification of the problem. Commissioner Smeiles continued, stating that the pipe is tied to the storm drain systems beyond the track. According to the County Engineer, the pipe has been in place 100+ years and goes into residential neighborhoods as part of the city system. A cost sharing discussion would be worth having. Mr. Merleno responded that under the current circumstances, it is difficult to identify responsibility in this gray area. Was the storm sewer put in to benefit the railroad or the city.

Mark Bowen remembered some of the repairs that were made near this site but, when the County bought the railroad from the PPIC, it bought everything that was a part of the railroad including the land, tracks, drainage structure, signals, rails etc. He does not have a copy of the original deed when PPIC bought the railroad to determine what they bought; he does have a copy of the Quick Claim Deed. The county owns the land according to the Portage County Tax Maps; the city does not own any land under Day Street or Central Street. He understands that all the work done was in the railroad right of way and not the street rights of way even if the streets rights of way were extended. Mickey Marozzi responded that the work was done on county owned property. He does not know that he believes that the ownership of the pipe changes at an arbitrary right of way line at Day Street. Mr. Bowen responded that in the absence of anything else you must look at the evidence: either at an agreement between the city and the original owners of the railroad or an easement granted to the city by the railroad. As a history, Mark Bowen noted that in 1994, the railroad was going to shut down. In order to keep the railroad operational, the county asked for financial assistance in the amount of \$412,000 for track improvements and payment to Conrail for the land. Out of the \$412,000 needed, \$12,000 came from the county, \$200,000 came from the ODOT, and \$200,000 came from the city of Ravenna in the form of a loan to be paid out of excess operating revenues. He reported that there was \$2,000 set aside for a title report for the property to determine who owns the structures under the railroad. Commissioner Smeiles asked if the city's \$200,000 was a grant. Mr. Bowen responded no, it was an RLF loan. Commissioner Smeiles noted that the RLF moneys came from a grant. Mr. Bowen commented that it has been difficult to operate this railroad without any excess revenues. He had anticipated that the Board of Commissioners would base its request for a cost sharing on that basis and not on a legal obligation for cost sharing.

Commissioner Smeiles stated that he believes that it is reasonable to ask the city to contribute because the pipe serves residents in that area. Mr. Bowen responded that there is no law that a drainage structure should be paid for by the people upstream contributing to the flow.

Commissioner Frederick recalled that the County Engineer advised the Board of Commissioners that the city might be responsible for some of the cost. He added that the ownership of the line does not change at the property line. In fact, that would mean that one of the homeowners located on the south side of Day Street may be responsible for payment since the pipe goes under that property.

Mr. Merleno stated that the city does not have the right to work on pipes located under land that the city does not own. Initially, he assumed that if the pipe is under the railroad, the railroad owns it. The storm sewer was flowing fine and would still be flowing even without this fix; his primary concern was the danger to the operation of the tracks.

Mr. Marozzi replied that if the sink hole was located five feet out of the right of way line of Day Street, the situation may have been significantly different and the city would have had to make the fix. He recommended the fix to the Board of Commissioners because of the safety issue as the sink holes was located directly under the tracks.

Commissioner Smeiles stated that the Board of Commissioners approved the fix and agreed to have this discussion at a later time. He added that the county and the city can get lawyers involved but he would like to figure out some sort of cost sharing before reaching that point.

Mr. Merleno replied that city council must get involved in any cost sharing approval. The Board of Commissioners understood and agreed to wait for an answer from council.

Mr. Bowen asked for a copy of whatever documents the Board of Commissioners has associated with the railroad that would be evidence of city liability. Mr. Merleno noted that the city does have two storm sewer easements under the railroad, one on Cleveland Avenue and Chestnut Street. Commissioner Frederick suggested that the Board check with PPIC to be certain that the county has all of the associated documents.

Commissioner Frederick stated that the railroad was purchased by the county to allow Smurfit Stone to continue to operate. Mr. Merleno added that is why the city also participated. Commissioner Smeiles stated that the rail was preserved for city and county long term economic development.

Mayor Bica asked that the additional documentation be sent for city review and then plan to get back together.

Commissioner Marsilio suggested that the group keep the tone of conversation more of a how can we solve this without attorneys involved. The Mayor responded that the city must get the facts and investigate; clear the matter up internally and address with it council. The city must decide what liability it has. Commissioner Frederick suggested a situation recap in a letter from the Board of Commissioners to the city with some history of the project noting that the rail is in place to keep Smurfit stone in place. The Board of Commissioners is committed to that and then ask the city for financial assistance in this fix.

There was discussion as to whether or not the railroad was meant to be jointly operated by the city and county. There must be a clear direction from this point forward. Mr. Merleno noted that if this is a jointly operated railroad, the city needs to know what their responsibility are in this matter.

Mr. Merleno advised that he appreciated the quick response to fix the sink hole. The Board of Commissioners appreciates the quick response from the County Engineer.

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The Mayor asked if the county desires to rid themselves of the property where the County Engineer's office and facility was located previously on Cleveland Road.

Mr. Bowen and the Mayor noted that the city would like to do a project with new aprons and curbs changing the entire complexion of the gateway entrance to the city, making it a green space of some sort. The city would like to acquire the property, clean it up and make it a good looking space. The Board of Commissioners responded that the land is vacant at this point but there may be environmental issues although the BUSTR reports are filed annually.

Mayor Bica will submit a letter to the Board of Commissioners requesting that property be given to the city. Mr. Marozzi advised that the storage tanks were cleaned up when he moved. The Mayor may use Clean Ohio Funds for any necessary abatement of the property.

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WATER RESOURCES

Present: Interim Director Jeff Lonzrick

The Board of Commissioners discussed not adopting the two resolutions presented today for the Ravenna Training Project. They asked the Director what the ramifications would be if they do not. The Director referred to a recent conversation he had with the US Army Corps. He believes that these resolutions can move forward even though the Board of Commissioners has not finalized the Windham Agreement. He added that the Village of Windham has already signed the agreement, and the County may sign it after the February 15th meeting with the Mayor to discuss the water curtailment issue and the calculation of the tap fees. If this bid is not awarded, the county would be forced to re-bid the project. If the county has to rebid the project, it would put the project behind. The Guard is desirous to have the project completed by Fall. The Board of Commissioners agreed to move forward.

1. **Resolution-**Determining to Proceed with the Construction of Project No. PC-W (08-121), PC-W (08-122), PC-W (08-123) and PC (08-130) Ravenna Training and Logistics (Ravenna Ordnance Plant) Potable Water System and Facilities & Sanitary Sewer and Facilities, in the Portage County Regional Sewer District, Windham Township./11-125

2. **Resolution-** Accept bids and Award Contracts for Project No. PC-W (08-121), PC-W (08-122), and PC (08-130) Ravenna Training and Logistics Site (Ravenna Ordnance Plant) Potable Water System and Facilities and Sanitary Sewer System and Facilities, in the Portage County Regional Sewer District, Windham Township./11-126

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RESOLUTION No. 11-0119 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Tommie Jo Marsilio, seconded by Christopher Smeiles 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 February 8, 2011 in the total payment amount of **\$180,934.23 for Funds 0001-7219** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

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**RESOLUTION No. 11-0121 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS
FOR PAYMENT.**

It was moved by Tommie Jo Marsilio, seconded by Christopher Smeiles 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 **\$ 40,911.55** as set forth in Exhibit “A” dated **February 8, 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, Yea; Maureen T. Frederick, Yea; Tommie Jo Marsilio, Yea

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**RESOLUTION No. 11-0122 - RE: SET PUBLIC OFFICIALS BOND AMOUNT FOR COUNTY
AUDITOR**

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

WHEREAS, Ohio Revised Code stipulates that County Elected Officials be bonded by a surety company and that the bond amount for the following elected official be set by the Board of Commissioners; now therefore be it

RESOLVED,

that the Portage County Board of Commissioners does hereby fix the amount of the Official Bond for the following County Elected Official:

Elected Official	Bond Min-Max	Bond Amount	Insurance Agency/Surety Co
Janet Esposito	\$5,000 - \$20,000	\$5,000	Jack Kohl Cincinnati Insurance

And be it further

RESOLVED,

that the Board of Commissioners authorizes Commissioner Maureen T. Frederick President of the Board to sign a Change Rider to be attached to and form a part of the Public Officials Bond No. 8342164 for County Auditor Esposito, to change the expiration date from March 10, 2011 to March 14, 2011; and be it further

RESOLVED,

that the Board of Commissioners authorizes payment of Invoice No. 91541 dated January 12, 2011, to Jack Kohl Agency, Inc. for the bond renewal on Policy No. 8342164 at a cost of \$266.00 for period March 14, 2011 through March 14, 2015; 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. 11-0123

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**RE: APPOINTMENT TO THE PORTAGE COUNTY
EMERGENCY MANAGEMENT AGENCY (EMA)
ADVISORY COUNCIL.**

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

WHEREAS,

the Portage County EMA Advisory Council assists and provides direction to the Portage County Emergency Management Agency to reduce the loss of life and property and protects institutions from all hazards by leading and supporting Portage County in a comprehensive, risk-based emergency management program; and

WHEREAS,

In accordance with Portage County Commissioners Resolution 89-122 creating the Portage County Emergency Management Agency, and the Ohio Revised Code, the

- RESOLVED,** that Fund 1265, CDBG New Horizons be created, and be it further
- RESOLVED,** that a certified copy of this resolution be filed with the County Auditor, the Portage County Regional Planning Commission, and the Department of Budget and Financial Management, 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;

*	*	*	*	*
RESOLUTION No. 11-0125	-	RE:	DETERMINING TO PROCEED WITH THE CONSTRUCTION OF PROJECT NO. PC-W (08-121), PC-W (08-122), PC-W (08-123) AND PC (08-130) RAVENNA TRAINING AND LOGISTICS (RAVENNA ORDNANCE PLANT) POTABLE WATER SYSTEM AND FACILITIES & SANITARY SEWER SYSTEM AND FACILITIES, IN THE PORTAGE COUNTY REGIONAL SEWER DISTRICT, WINDHAM TOWNSHIP.	

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

WHEREAS, pursuant to authorization by the Board contained in Resolution 08-0271 and 08-272 adopted March 25, 2008, the Portage County Water Resources Department has prepared plans, specifications and estimate of cost for Project No. PC-W (08-120) Ravenna Training and Logistics Site (Ravenna Ordnance Plant) Potable Water System and Facilities & PC (08-130) Ravenna Training and Logistics Site (Ravenna Ordnance Plant) Sanitary Sewer System and Facilities, hereinafter referred to as the PROJECT; and

WHEREAS, this Board by Resolution 10-0234 adopted March 9, 2010 found it was necessary for accounting purposes to create project numbers PC-W (08-121), PC-W (08-122) and PC-W (08-123) with the same general project name “Ravenna Training and Logistics Site (Ravenna Ordnance Plant) – Potable Water System and Facilities”; and

WHEREAS, plans, specifications and estimate of cost were approved and setting a date and time for acceptance of bids for the PROJECT have been approved by this Board by Resolution No. 10-0879 adopted September 21, 2010; and

WHEREAS, bids were received on October 27, 2010; and

WHEREAS, a bid extension, until February 27, 2011, was signed by the low bidder, H. M. Miller Construction Company; and

WHEREAS, an estimate of total project costs, based on actual received bids for the PROJECT is on file in the office of the clerk of this Board; now therefore be it

RESOLVED, by the Board of Commissioners of Portage County, Ohio:

Section 1. That this Board hereby ratifies and approves the plans, character and termini of the improvement and estimate of cost for the PROJECT, all of which are now on file with this Board.

Section 2. That it is hereby determined to proceed with the construction of the PROJECT as provided for in the aforesaid Resolution No. 10-0879 adopted on September 21, 2010 and in accordance with the plans and specifications, provided therefore.

Section 3. That the total project costs of Contract A are estimated to be \$58,418.50, which will initially be paid from Portage County Water Rate Revenue; and which the total project amount will be reimbursed from the Ohio Army National Guard through twenty (20) quarterly usage surcharges.

Section 4. That the total project costs of Contract B are estimated to be \$982,833.09, which will be funded by utilizing federal funds under Section 594 of the Water Resources Development Act of 1999, Public Law 106-53, through a reimbursement of approximately \$737,124.82, and the remainder of the costs of approximately \$245,708.27 will initially be paid from Portage County Water Rate Revenue and tap-in fees, and will be reimbursed from the Ohio Army National Guard through twenty (20) quarterly usage surcharges.

Section 5. That the total project costs of Contract C are estimated to be \$1,539,990.75, of which \$1,357,898.33 will be paid for by the Neighborhood Development Services, Inc. as stipulated in the Memorandum of Understanding dated January 28, 2011, and the remainder of the costs of approximately \$182,092.42 will initially be paid from Portage County Sewer Rate Revenue and tap-in fees, and will be reimbursed from the Ohio Army National Guard through twenty (20) quarterly usage surcharges.

Section 6. That the final project costs will determine the total amount of surcharge applied to the Ohio Army National Guard under Sections 3, 4 and 5 above; and said surcharge will be adopted under the respective water and sanitary sewer rate resolutions.

H. M. Miller Construction Co.	\$ 1,132,281.50
Utility Contracting, Inc.	\$ 1,398,557.00
Daniel R. Schmoldt Enterprises	\$ 1,407,696.63
Lockhart Concrete Co.	\$ 1,480,991.00
Wenger Excavating, Inc.	\$ 1,484,766.70
Craig Edward Susany, Inc.	\$ 1,499,050.00
Fabrizi Trucking & Paving Co., Inc.	\$ 1,596,628.00

WHEREAS, Portage County Water Resources has received endorsement to award from Neighborhood Development Services, Inc.; and

WHEREAS, a bid extension, until February 27, 2011 was signed by the low bidder, H.M. Miller Construction Company; and

WHEREAS, based upon the analysis of the bids received (bid tabulation attached), Portage County Water Resources has made a recommendation for award; now therefore be it

RESOLVED, by the Board of Commissioners of Portage County, Ohio:

Section 1. That this Board hereby award the PROJECT to the responsive bid of H. M. Miller Construction Co., 1225 Waterloo Road, Mogadore, Ohio 44260, in the combined bid amount of \$ 1,132,281.50, for the following Contracts:

Contract A:	\$ 39,625.00
Contract B:	\$ 428,701.00
Contract C:	\$ 663,955.50

Section 2. That the Water Resources is hereby authorized and directed to issue the Notice of Award to the contractor named in Section 1.

Section 3. That the funds to cover the cost of the Contract A will be budgeted in the Ravenna Training and Logistics Site (Ravenna Ordnance Plant) Potable Water System and Facilities Construction Fund 55080606 685000 08121.

Section 4. That the funds to cover the cost of the Contract B will be budgeted in the Ravenna Training and Logistics Site (Ravenna Ordnance Plant) Potable Water System and Facilities Construction Fund 55080606 685000 08122.

Section 5. That the funds to cover the cost of Contract C will be available from grant funds administered by Neighborhood Development Services, Inc. as stipulated in the Memorandum of Understanding dated

January 28, 2011. The remainder of the costs will be paid from the Portage County Sanitary Revenue Fund, Fund 5200.

Section 6. That the Clerk of this Board is hereby directed to certify a copy of this Resolution to the County Auditor and the Department Of Budget and Financial Management within 15 days after its passage.

Section 7. It is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board and that all deliberations of this Board and of any of its committees on or after November 28, 1975, that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements 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. 11-0127

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RE: ENTER INTO A NURSING CLINICAL EDUCATION AFFILIATION AGREEMENT WITH HIRAM COLLEGE ON BEHALF OF THE WOODLANDS AT ROBINSON.

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

WHEREAS, Hiram College desires to use the Portage County Nursing Home facility, The Woodlands At Robinson, in order to provide it nursing students with an opportunity to obtain clinical nursing experience and instruction; and

WHEREAS, the Portage County Board of Commissioners is willing to make The Woodlands at Robinson available to Hiram College and its students and faculty; now therefore be it

RESOLVED, that the Portage County Board of Commissioners agrees to enter into a Nursing Clinical Education Affiliation Agreement with Hiram College on behalf of The Woodlands At Robinson for a one year period, effective January 13, 2011; and be it further

RESOLVED, that the Board of Commissioners notes Section 3(A) of the agreement includes termination language that either party may terminate this agreement by giving written notice of termination to the other party at least ninety (90) days prior to the date of termination specified in the notice; and be it further

3. Discussion: Loss Runs valued December 31, 2011.
4. Discussion: Claims paid by entities controlled by separate Board/the Board of Commissioners agreed to meet with the Safety/Loss Control Coordinator to discuss the information regarding insurance coverage.
5. February 1, 2011 correspondence from Wood County Commissioners, regarding the Ohio Turnpike/The Board agreed not to join in the objection to Governor Kasich and legislators.
6. February 1, 2011 correspondence from Amy Brennan, Chagrin River Watershed Partners, Inc., regarding membership/The Board of Commissioners agreed not to join at this time
7. Does the Board wish to subscribe to the Akron Beacon Journal for \$58.50 for 13 weeks or \$210.60 for 52 weeks/No subscription at this time
8. February 3, 2011 memo from Nancy Dailey, WIC, regarding salary increases/Clerk to schedule the WIC Program Manager to discuss this issue.

Commissioner Smeiles noted that there are other funds such as water and sewer that may want to give raises that do not affect the General Fund. This is a difficult issue. Commissioner Frederick added that there are General Fund employees that have not gotten raises in quite a while. Commissioner Marsilio noted that raises are not usual for the private sector, most employees there are mostly happy to have a job.

9. Discussion: Does the Board wish to continue the Communication GEOCast emergency notification system service/Schedule the Homeland Security and Emergency Management Office Director ASAP
10. Discussion: Closer parking provisions for county employee under doctor's care. How does the Board wish to handle this request/Schedule Director Barber to discuss

Commissioner Frederick wondered how the Board of Commissioners can accommodate the needs of the many who are disabled.

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JOURNAL ENTRY
February 8, 2011

1. The Board of Commissioners acknowledged receipt of the Certificate of Coverage, issued January 18, 2011 for the Woodlands At Robinson which extends coverage under the Crime (Dishonesty) section of the CORSA program to the Nursing Home for bonding requirements from May 1, 2010 and expiring May 1, 2011 for \$30,000.00 as prepared by the Sutton Insurance Agency and presented by the Safety Loss Control Coordinator Michelle Ripley. Document forwarded to the Ohio Department of Job & Family Services and to the Director of The Woodlands At Robinson.

2. In accordance with the ORC Section 325.07, the Board of Commissioners acknowledged the receipt the Portage County Sheriff's Transportation of Prisoners Report for December 2011 as presented by the Portage County Sheriff's Department.
3. The Board of Commissioners received the February 1, 2011 correspondence from the Portage County Sheriff's Department including the Monthly Record of Proceedings and Transactions for January 2011, in accordance with Ohio Revised Code Section 325.07.
4. Board of Commissioners' authorization requested to pay the January 11, 2011 invoice for repair to storm sewer pipe (sink hole) under the railroad tracks adjacent to Day Street, Ravenna \$1,863.95 as presented by the County Engineer.
5. The Board of Commissioners received the February 2, 2011 retirement notification from Kathleen Brand, PCSA Training Officer for the Department of Job & Family Services with her last day of work March 21, 2011. (Referred to Human Resources Department). (see also Journal Entry # 9)
6. Board of Commissioners' authorization requested to pay the following tax bills for Full Year 2010, as presented by the Executive Assistant as follow:

Parcel #	Location	Desc	Full Year
31-361-13-00-112-000	203 Main St.	Real Estate Taxes & Assessments	\$5077.92
31-366-10-00-001-001	209 Chestnut	Real Estate Taxes & Assessments	6233.28
04-020-00-00-023-009	Pump Station Split #2	Real Estate Taxes & Assessments	138.70
29-312-11-00-069-000	Proctor vacant land	Real Estate Taxes & Assessments	24.20
17-009-00-00-020-002	Middlebury vacant land	Real Estate Taxes & Assessments	2.32
29-344-00-00-018-000	3279 SR 59, Brim Twp (NSP Grant)	Real Estate Taxes & Assessments	1528.86
Total			\$13,005.28

7. Board of Commissioners' authorization requested to pay the storm water utility district assessments for property owned by the Board of Commissioners for the Full Year of 2010, as presented by the Executive Assistant as follows:

Parcel #	Location	Desc	Full Year
01-004-00-00-027-000	Old Right of Way SR 183	Assessments	\$18.54
12-054-00-00-001-000	Park District 2264 Ravenna	Assessments	59.33
12-033-10-00-001-000	Kent Park Brady Lake	Assessments	18.54

12-038-00-00-012-002	Metal Pole Barn Ravenna	Assessments	18.54
12-038-00-00-012-001	Metal Pole Building Ravenna	Assessments	27.81
33-046-00-00-031-000	Potters Field Cemetery SR 303	Assessments	18.54
01-004-00-00-025-000	Old Right of Way German Church	Assessments	18.54
01-004-00-00-026-000	Old Right of Way SR 183	Assessments	18.54
33-110-12-00-009-000	Invernest	Assessments	5.00
04-020-00-00-024-010	Howe	Assessments	18.54
29-700-00-00-050-000	Wahoo Ditch Maint	Assessments	23.36
36-043-00-00-009-005	Martin, Suffield Twp.	Assessments	18.54
38-046-00-00-011-000	SR 532, Suffield Twp.	Assessments	37.08
36-038-00-00-041-000	Etter, Suffield Twp.	Assessments	18.54
36-043-00-00-005-001	Martin, Suffield Twp.	Assessments	42.64
33-110-12-00-012-000	Invernest Bolingbrook Lot 339	Assessments	5.00
36-038-00-00-040-000	Martin, Suffield Twp.	Assessments	18.54
33-110-12-00-010-000	Invernest Bolingbrook Lot 341	Assessments	5.00
33-110-12-00-011-000	Invernest Bolingbrook Lot 340	Assessments	5.00
33-10-12-00-007-000	Invernest Bolingbrook Lot 344	Assessments	5.00
33-110-12-00-008-000	Invernest Bolingbrook Lot 343	Assessments	5.00
33-062-00-00-006-001	Infirmary Rd., Shalersville	Assessments	18.54
33-073-00-00-006-000	Frost, Shalersville Twp.	Assessments	18.54
33-051-00-00-008-001	Infirmary Rd., Shalersville	Assessments	18.54
33-062-00-00-004-000	8116 Infirmary	Assessments	1054.93
33-062-00-00-007-000	7988 Infirmary Rd.	Assessments	254.00
32-032-00-00-006-014	Rootstown Rd Roots. Twp.	Assessments	18.54
32-033-00-00-024-001	Lynn Rd., Rootstown Twp.	Assessments	18.54
32-021-00-00-013-001	Lynn Rd., Rootstown Twp.	Assessments	18.54
29-700-00-00-001-000	East Park Ditch	Assessments	11.50
29-313-00-00-007-000	6887 Chestnut St.	Assessments	18.54
29-308-20-00-228-000	Bridge, B&M Lot 170, Ravenna Twp.	Assessments	44.30
29-308-20-00-227-000	Bridge, B&M Lot 169 Ravenna Twp.	Assessments	26.16
29-307-00-00-011-000	3480 Main Ravenna Twp.	Assessments	42.64
25-003-00-00-001-002	SR 305 Nelson Twp.	Assessments	18.54
23-023-00-00-061-001	SR 82 Mantua Twp.	Assessments	18.54
12-076-00-00-056-001	7601 SR 43 Franklin Twp.	Assessments	18.54

16-038-70-00-004-003	Hillside Brady Lake Village	Assessments	51.01
04-068-00-00-019-001	SR 43 Brimfield Twp.	Assessments	18.54
12-075-00-00-002-005	Diagonal Rd. Franklin Twp.	Assessments	18.54
04-024-00-00-026-002	Edson Brimfield Twp.	Assessments	18.54
13-064-00-00-019-002	Spell Bike & Hike Trl	Assessments	18.54
13-064-00-00-019-004	Spell Bike & Hike Trl	Assessments	18.54
12-064-00-00-019-003	Spell Bike & Hike Trl	Assessments	18.54
13-064-00-00-019-001	Spell Bike & Hike Trl	Assessments	18.54
12-061-00-00-010-003	Hudson Bike & Hike Trl	Assessments	18.54
12-062-00-00-006-001	Hudson Bike & Hike Trl	Assessments	18.54
12-061-00-00-010-001	Hudson Bike & Hike Trl	Assessments	18.54
12-061-00-00-010-002	Hudson Bike & Hike Trl	Assessments	18.54
29-325-20-00-057-000	4859 Highland	Assessments	20.44
28-076-00-00-007-003	2053 SR 44 Randolph	Assessments	355.97
32-022-40-00-062-000	SR 44 Rootstown Twp	Assessments	18.54
29-307-00-00-012-000	Main St., Motor Pool	Assessments	18.54
12-020-00-00-044-001	SR 59 Sewer lift station	Assessments	18.54
29-103-00-00-002-000	Infirmery north lot	Assessments	18.54
23-025-00-00-035-000	Park District Chamberlain	Assessments	19.23
Total			\$2,749.30

8. Board of Commissioners' signature requested on the Personnel Action form acknowledging the resignation of Kristin Fields Ignatious as Social Service Worker 3 for the Portage County Department of Job and Family Services effective February 18, 2011 as presented by the Department of Job and Family Services Director Judee Genetin.
9. The Board of Commissioners received the February 4, 2011 Certificate of the County Auditor that the Annual Appropriations from each fund does not exceed the Amended Official Certificate of Estimate Resources for the fiscal year beginning January 1, 2011 as presented by the Portage County Budget Commission.
10. The Board of Commissioners received notice that on February 4, 2011, the Department of Budget & Financial Management requested a drawdown of funds using the online Grant Payment Request System from the US Department of Justice for the OVW Enforcement of Protection Order Grant No. 2007-WE-AX-0048 to reimburse January expenses for \$9,891.86

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REFERRED

February 8, 2011

1. January 22, 2011 correspondence from Michael Thomas, requesting a Portage County flag. Referred to Executive Assistant.

2. January 28, 2011 correspondence from Judge Paula Giulitto, resigning from the Robinson Memorial Hospital Board of Trustees. Referred to Executive Assistant.

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INFORMATION ONLY

February 8, 2011

1. January 19, 2011 memo from the Regional Planning Commission, regarding reimbursement from the General Fund.
2. The Board of Commissioners received a fundraiser announcement for the 13th Annual Bowl Against Abuse on April 30, 2011.

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PLEASE ADD TO THE AGENDA

February 8, 2010

1. February 4, 2011 email from Barb Fleischmann including a scanned copy of the agreement with Hiram College for the nursing program at The Woodlands. Please note that there is no Board resolution in place for this agreement. The Certificate of Insurance issue has been resolved/11-0127
2. Does the Board of Commissioners want to meet with Judges Carnes and Enlow prior to the March 7, 2011 meeting (to appoint members) to discuss the letters of interest for the Robinson Memorial Hospital Board of Trustees/Clerk to schedule
3. February 7, 2011 email from Attorney Leigh Prugh requesting clarification of the Board's request that she work with the Water Resources Department to create a draft variance to the Rules and Regulations for Sanitary Sewer and Water Systems/The Board of Commissioners agreed that Attorney Prugh should draft a resolution to amend the Portage County Rules and Regulations for Sanitary Sewer and Water Systems. Attorney Denise Smith to advise Attorney Prugh.

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JOURNAL ENTRY

February 8, 2011

Motion by Tommie Jo Marsilio, seconded by Christopher Smeiles to approve the following actions:

1. The Board of Commissioners acknowledged the receipt of the Certificate of Coverage, issued January 18, 2011 for the Woodlands At Robinson, which extends coverage under the Crime (Dishonesty) Section of the CORSA program to the Nursing Home for bonding requirements beginning May 1, 2010 and expiring May 1, 2011 for \$30,000.00, as prepared by the Sutton Insurance Agency and presented by the Safety Loss Control Coordinator Michelle Ripley. Document forwarded to the Ohio Department of Job & Family Services and to the Director of The Woodlands At Robinson.

2. In accordance with the ORC Section 325.07, the Board of Commissioners acknowledged the receipt the Portage County Sheriff's Transportation of Prisoners Report for December 2011, as presented by the Portage County Sheriff.
3. The Board of Commissioners acknowledged the receipt of the February 1, 2011 correspondence from the Portage County Sheriff's Department including the Monthly Record of Proceedings and Transactions for January 2011, in accordance with Ohio Revised Code Section 325.07.
4. The Board of Commissioners authorized payment of the January 11, 2011 invoice for the repair to the storm sewer pipe (sink hole) under the railroad tracks adjacent to Day Street in Ravenna for \$1,863.95, as presented by the County Engineer.
5. The Board of Commissioners acknowledged the receipt of the February 2, 2011 retirement notification from Kathleen Brand, PCSA Training Officer for the Department of Job & Family Services, with her last day of work March 21, 2011, as presented by Department of Job & Family Services Director Judee Genetin.
6. The Board of Commissioners authorized payment of the following tax bills for the Full Year 2010, as presented by the Executive Assistant as follows:

Parcel #	Location	Desc	Full Year
31-361-13-00-112-000	203 Main St.	Real Estate Taxes & Assessments	\$5077.92
31-366-10-00-001-001	209 Chestnut	Real Estate Taxes & Assessments	6233.28
04-020-00-00-023-009	Pump Station Split #2	Real Estate Taxes & Assessments	138.70
29-312-11-00-069-000	Proctor vacant land	Real Estate Taxes & Assessments	24.20
17-009-00-00-020-002	Middlebury vacant land	Real Estate Taxes & Assessments	2.32
29-344-00-00-018-000	3279 SR 59, Brim Twp (NSP Grant)	Real Estate Taxes & Assessments	1528.86
Total			\$13,005.28

7. The Board of Commissioners authorized payment of the storm water utility district assessments for property owned by the Board of Commissioners for the Full Year of 2010, as presented by the Executive Assistant as follows:

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Parcel #	Location	Desc	Full Year
01-004-00-00-027-000	Old Right of Way SR 183	Assessments	\$18.54
12-054-00-00-001-000	Park District 2264 Ravenna	Assessments	59.33
12-033-10-00-001-000	Kent Park Brady Lake	Assessments	18.54
12-038-00-00-012-002	Metal Pole Barn Ravenna	Assessments	18.54
12-038-00-00-012-001	Metal Pole Building Ravenna	Assessments	27.81
33-046-00-00-031-000	Potters Field Cemetery SR 303	Assessments	18.54
01-004-00-00-025-000	Old Right of Way German Church	Assessments	18.54
01-004-00-00-026-000	Old Right of Way SR 183	Assessments	18.54
33-110-12-00-009-000	Invernest	Assessments	5.00
04-020-00-00-024-010	Howe	Assessments	18.54
29-700-00-00-050-000	Wahoo Ditch Maint	Assessments	23.36
36-043-00-00-009-005	Martin, Suffield Twp.	Assessments	18.54
38-046-00-00-011-000	SR 532, Suffield Twp.	Assessments	37.08
36-038-00-00-041-000	Etter, Suffield Twp.	Assessments	18.54
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33-110-12-00-012-000	Invernest Bolingbrook Lot 339	Assessments	5.00
36-038-00-00-040-000	Martin, Suffield Twp.	Assessments	18.54
33-110-12-00-010-000	Invernest Bolingbrook Lot 341	Assessments	5.00
33-110-12-00-011-000	Invernest Bolingbrook Lot 340	Assessments	5.00
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33-110-12-00-008-000	Invernest Bolingbrook Lot 343	Assessments	5.00
33-062-00-00-006-001	Infirmary Rd., Shalersville	Assessments	18.54
33-073-00-00-006-000	Frost, Shalersville Twp.	Assessments	18.54
33-051-00-00-008-001	Infirmary Rd., Shalersville	Assessments	18.54
33-062-00-00-004-000	8116 Infirmary	Assessments	1054.93
33-062-00-00-007-000	7988 Infirmary Rd.	Assessments	254.00
32-032-00-00-006-014	Rootstown Rd Roots. Twp.	Assessments	18.54
32-033-00-00-024-001	Lynn Rd., Rootstown Twp.	Assessments	18.54
32-021-00-00-013-001	Lynn Rd., Rootstown Twp.	Assessments	18.54
29-700-00-00-001-000	East Park Ditch	Assessments	11.50
29-313-00-00-007-000	6887 Chestnut St.	Assessments	18.54
29-308-20-00-228-000	Bridge, B&M Lot 170, Ravenna Twp.	Assessments	44.30
	Bridge, B&M Lot 169		26.16

29-308-20-00-227-000	Ravenna Twp.	Assessments	
29-307-00-00-011-000	3480 Main Ravenna Twp.	Assessments	42.64
25-003-00-00-001-002	SR 305 Nelson Twp.	Assessments	18.54
23-023-00-00-061-001	SR 82 Mantua Twp.	Assessments	18.54
12-076-00-00-056-001	7601 SR 43 Franklin Twp.	Assessments	18.54
16-038-70-00-004-003	Hillside Brady Lake Village	Assessments	51.01
04-068-00-00-019-001	SR 43 Brimfield Twp.	Assessments	18.54
12-075-00-00-002-005	Diagonal Rd. Franklin Twp.	Assessments	18.54
04-024-00-00-026-002	Edson Brimfield Twp.	Assessments	18.54
13-064-00-00-019-002	Spell Bike & Hike Trl	Assessments	18.54
13-064-00-00-019-004	Spell Bike & Hike Trl	Assessments	18.54
12-064-00-00-019-003	Spell Bike & Hike Trl	Assessments	18.54
13-064-00-00-019-001	Spell Bike & Hike Trl	Assessments	18.54
12-061-00-00-010-003	Hudson Bike & Hike Trl	Assessments	18.54
12-062-00-00-006-001	Hudson Bike & Hike Trl	Assessments	18.54
12-061-00-00-010-001	Hudson Bike & Hike Trl	Assessments	18.54
12-061-00-00-010-002	Hudson Bike & Hike Trl	Assessments	18.54
29-325-20-00-057-000	4859 Highland	Assessments	20.44
28-076-00-00-007-003	2053 SR 44 Randolph	Assessments	355.97
32-022-40-00-062-000	SR 44 Rootstown Twp	Assessments	18.54
29-307-00-00-012-000	Main St., Motor Pool	Assessments	18.54
12-020-00-00-044-001	SR 59 Sewer lift station	Assessments	18.54
29-103-00-00-002-000	Infirmery north lot	Assessments	18.54
23-025-00-00-035-000	Park District Chamberlain	Assessments	19.23
Total			\$2,749.30

8. The Board of Commissioners signed the Personnel Action form acknowledging the resignation of Kristin Fields Ignatious as a Social Service Worker 3 for the Portage County Department of Job and Family Services, effective February 18, 2011, as presented by the Department of Job and Family Services Director Judee Genetin.
9. The Board of Commissioners acknowledged the receipt of the February 4, 2011 Certificate of the County Auditor that the Annual Appropriations from each fund does not exceed the Amended Official Certificate of Estimate Resources for the fiscal year beginning January 1, 2011, as presented by the Portage County Auditor.
10. The Board of Commissioners acknowledged that on February 4, 2011, the Department of Budget & Financial Management requested a drawdown of funds using the online Grant Payment Request System from the US Department of Justice for the OVW Enforcement of Protection Order Grant No. 2007-WE-AX-0048 to reimburse January expenses for \$9,891.86.

11. After meeting today with Portage County Dog Warden Dave McIntyre, the Board of Commissioners accepted his recommendation and authorized the move of Joy Keaton from a part-time Facility Keeper to a full-time Facility Keeper. effective February 14, 2011.
12. After meeting today with Portage County Dog Warden Dave McIntyre, the Board of Commissioners accepted his recommendation and authorized the hire of three (3) seasonal employees for canvassing purposes as follows: one employee starting in mid-March 2011 to assist with phone calls; two employees starting in late April 2011. All three employees would terminate employment on September 16, 2011.
13. After meeting in an Executive Session today with The Woodlands at Robinson staff, the Board of Commissioners accepted staff recommendation and agreed to the proposed termination of an STNA for failure to follow policy, pending the results a Pre-Disciplinary Hearing.
14. After meeting today with Portage Development Board Chairman Steve Colecchi, the Board of Commissioners agreed to a lease arrangement for the county owned phone system located at the former Portage County Department of Economic Development Offices, 217 South Chestnut Street in Ravenna. Mr. Colecchi to work with Internal Services Director JoAnn Townend on the agreement details.

All in favor, 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 **February 8, 2011**. There being no further business to come before the Board, it was moved by Tommie Jo Marsilio, seconded by Christopher Smeiles to adjourn the official meeting at 4:10 PM. All in favor, motion carries.

Maureen T. Frederick, President

Tommie Jo Marsilio, Vice-President

Christopher Smeiles, Board Member

Deborah Mazanec, Clerk

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