

**Thursday, February 24, 2011**

The Board of County Commissioners met in regular session on **Thursday, February 24, 2011 at 9:55 AM** with the following members present:

Christopher Smeiles

Maureen T. Frederick

Tommie Jo Marsilio

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It was moved by Christopher Smeiles, seconded by Tommie Jo Marsilio to approve the meeting minutes of the February 22, 2011 meeting. All in favor, motion carries

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Also attending throughout the day: Mike Sever, Record-Courier; Nick Walton, Kent Stater; members of the public

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#### **INTERNAL SERVICES**

Present: JoAnn Townend

#### **DISCUSSION**

1. The Director presented a February 21<sup>st</sup> correspondence from Eric Droll, Hasenstab Architects, regarding the Sheriff's Cooling Tower Replacement Project detailing the energy efficiencies for the Portage County Justice Center project. Commissioner Smeiles reminded the Board of Commissioners that the company that met with them to discuss an energy conservation program had advised that the county might be eligible for credit for this project.
2. The Board of Commissioners approved the job description for building and maintenance supervisor/Journal Entry.
3. The Board of Commissioners agreed that the Director should facilitate the closing of the PCDED Enterprise Fund after moving the cash balance of \$42,520.25 to the Portage Development Board.
4. The Board of Commissioners asked the Director to prepare a comprehensive list of vendors currently used by The Woodlands at Robinson for a review of their status. The Board of Commissioners must decide which contracts should be terminated by July 1, 2011 and which will/should go to a month-to-month agreement.

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#### **RESOLUTIONS**

1. Enter into amendment no. 1 with Catholic Charities to decrease PRC Child Safety Kit Services by 20 units at a cost of \$250.00 per unit per family for a total decreased amount of \$5,000.00 for JFS./11-177

2. Enter into amendment no. 1 with United Way of Portage County dba United Way 211 Portage to increase PRC information and referral services by 1200 units at a cost of \$16.67 per unit for a total increased amount of \$20,004.00 for JFS./11-178
3. Enter into amendment no. 8 with the Portage County Prosecuting Attorney for legal services for CSEA from January 1, 2011 through March 31, 2011 in the amount of \$49,000.00./11-179
4. Enter into an agreement with Digital Data Technologies, Inc. (DDTI) to provide online public internet access to property, tax, appraisal and GIS records for the Portage County Auditor beginning 2/2/11./11-180
5. Award and enter into an agreement with R. B. Thomas Electric Co., for the electrical work on the cooling tower project for the Portage County Justice Center./11-181
6. Award and enter into an agreement with Kendel Welding & Fabrication, Inc. for the mechanical and general work on the cooling tower project for the Portage County Justice Center./11-182

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The County Auditor is attending to ask the Board of Commissioners to authorize a second approver for the Woodlands at Robinson payroll/Journal Entry

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**HUMAN RESOURCES**

Present: Safety/Loss Control Coordinator Michelle Ripley

1. Department of Job & Family Services
  - Acceptance of Resignation/Journal Entry
  - Approval of Position Description/Journal Entry
  - Approval to Post for Vacancy/Journal Entry
2. Motor Pool – Approval of Position Description/Journal Entry

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**University Hospitals CompManagement Discussion Prior to the Meeting Today**

Commissioner Marsilio noted that it takes a long time to get the county numbers to reflect doing a good job managing claims.

Commissioner Smeiles reminded the Board that he suggested the MCO come in today to make certain that Portage County is happy with their service. Michelle Ripley stated that the current MCO is care driven/care based entity. There could be significant cost savings if the county used an MCO that is not care driven. The MCO should go out to negotiate BWC rates with vendors, review claims for prescriptions to determine that every script should be paid for under Workers Comp.

Ms. Ripley stated that she believes University Hospitals CompManagement provides the best MCO service they can; however, Portage County employees deserve the best service the industry has to offer. It is important to understand that better MCO services are available elsewhere.

The Board of Commissioners is concerned about services provided and wants to make changes. Prescription monitoring, medical savings on invoicing, and on-site consultation are the most important issues per Michelle Ripley. Her other concerns are:

**No formal program to monitor Return to Work program.** In June 2010 Michelle Ripley requested a spreadsheet that included employees that returned to work with restrictions. To date, she has not received the report.

### **Prescription Monitoring**

University Hospitals does not have the updated software to monitor prescriptions CompManagement and Care Works have the ability to monitor unrelated usage and over-usage of pain meds

### **Staffing of Claims**

Monthly on-site staffing of claims is offered by both CompManagement and Care Works. The current MCO comes in quarterly.

### **Full time Medical Director to make follow-up phone calls**

University Hospitals does not have a Medical Director dedicated solely to workers' compensation as he has many other duties. He is hesitant to pick up the phone and discuss treatment with other physicians.

### **Medical Savings on invoicing**

University Hospitals came in at the same level as the BWC Comp Management negotiated rates 15% below the BWC rates Care Works is partnered with Medical Mutual – implemented clinical editing for paying medical invoices; therefore able to negotiate rates at 20% below the BWC level and provide a medical cost savings to the employer.

### **Onsite consultations with local physicians and treatment providers**

University Hospitals has not hosted any in-site consultations with local doctors and/or treatment providers. There was an event three years ago but places and employees have changed. Kent Med Center is not even there anymore Care Works offered to host luncheons to educate physicians regarding TWP etc...

### **Vocational Rehabilitation**

University Hospitals provides vocational rehab through a third party coordinator; Comp Management and Care Works have vocational rehab employees on staff.

**Attend physician appointment with the employee if a problem should arrive and not wait until in Vocational Rehab.**

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### **University Hospitals Comp Care Discussion**

Present: Manager of Claims Services Loretta Dawson and Vice-President P.J. Hrehocik; Michelle Ripley

Commissioner Marsilio noted that the MCO is not performing the way the county needs it to perform. The Board is happy to have a brief discussion but is interested in a result on the topics to be discussed today. Commissioner Frederick noted that the Board of Commissioners met with Michelle Ripley and discussed these issues already earlier today.

Ms. Hrehocik will look at data where Michelle Ripley's report came from and run it up against her data to compare apples to apples. There are now 18 MCOs that have to meet the BWC standards. The goal is always to get a worker back to work as soon as they can. Ms. Hrehocik reported that there has been an issue in getting information from Michelle Ripley although she noted that there may be some issue with Michelle Ripley getting information.

**No formal program to monitor Return to Work program.** In June 2010 Michelle Ripley requested a spreadsheet that included employees that returned to work with restrictions. To date, she has not received the report. Ms. Dawson responded that the information is difficult to capture since they do not know when workers go back to work. It becomes difficult for staff to contact the worker at work. Ms. Ripley is not getting the MEDCO 14s on a timely basis. Michelle Ripley stated that she believe University Hospitals Comp Care provides the best MCO service they can; Jill and Laura try hard to get the information to the county. Commissioner Marsilio asked if the MCO thought that it is timely to ask for a report in June 2010 and still not have it? Ms. Dawson responded that it is inappropriate. Ms. Hrehocik stated that they are working on software to allow the MCO to provide that reporting and should be ready soon. Michelle Ripley noted that other MCOs are already giving that information to other entities.

Ms. Hrehocik asked if the county wants to change staffing? Michelle Ripley stated that the weakness is not the staff but the system and reporting capabilities.

### **Prescription Monitoring**

Ms. Ripley stated that this is a big issue since it costs the county money. She added that there is no software in place with University Hospitals to accomplish prescription monitoring. Ms. Dawson responded that CompManagement has software in place to monitor prescriptions prescribed that identifies which script does not fit or is prescribed in excess. Ms. Ripley stated that CompManagement and Care Works have the ability to monitor unrelated usage and over-usage of pain meds. Ms. Dawson responded that their software can perform this function but she was not aware that the county wanted it. Michelle Ripley responded that she does not need the report, she needs to know that University Hospitals will catch the problem not her. Ms. Hrehocik added that the process is already in place. The MCO goes to the BWC to request reimbursements for approved scripts that should not be approved. Michelle Ripley replied that she picked three claims from three years and found \$982 that has been paid in error. Ms. Hrehocik explained that an injured worker goes to a pharmacy, orders a script under workers comp and the meds are paid for. The MCO checks those meds and applies for credit with the BWC immediately, after the payment is made. University Hospitals can send a report to the county going forward whenever they ask BWC for a reimbursement; they will check to see if they can create a report for past reimbursement requests. Ms. Ripley commented that the county has never received any credit from the BWC even though University Hospitals identified drugs erroneously paid for and requested BWC credit. Ms. Hrehocik stated that this is not new work for the MCO.

### **Staffing of Claims**

Monthly on-site staffing of claims is offered by both CompManagement and Care Works. The current MCO comes in quarterly. Ms. Hrehocik would be glad to meet weekly, if necessary.

### **Full time Medical Director to make follow-up phone calls**

University Hospitals does not have a Medical Director dedicated solely to workers' compensation as he has many other duties. He is hesitant to pick up the phone and discuss treatment with other physicians even though the doctors do want to speak with another doctor. Ms. Hrehocik responded that Dr. Dan Brewstein is the part-time medical director who is available to her 24/7 and supported by Dr. David Rosenberg – a physician is always available. She will discuss the issue of him not “picking up the phone” with Dr. Brewstein. This has nothing to do with the doctor being part time.

### **Medical Savings on invoicing**

Commissioner Marsilio asked if there is any way to negotiate a rate lower than the Bureau's. Ms. Dawson replied that it is difficult although University Hospitals facilities give a 5% discount. This is one of the things that comes to their attention a lot. The discounts that the other MCOs offer are usually averages. Dramatic discounts would be on higher ticket items and not normal charges. Commissioner Smeiles asked if the MCO would be willing to negotiate with Robinson Memorial Hospital or other providers in Portage County since we are now getting a 0% discount? Ms. Hrehocik will investigate.

University Hospitals came in at the same level as the BWC Comp Management negotiated rates 15% below the BWC rates. Care Works is partnered with Medical Mutual and implemented clinical editing for paying medical invoices; therefore they were able to negotiate rates at 20% below the BWC level and provide a medical cost savings to the employer.

### **Onsite consultations with local physicians and treatment providers**

University Hospitals has not hosted anything such as a onetime visit three years ago to establish a relationship with a local provider and to educate physicians regarding TWP etc. Ms. Dawson replied that they have worked with Portage County providers for many years. It should not be a problem to coordinate a meeting to develop local relationships. Ms. Hrehocik advised that Kent State is one of their clients as well as Ashtabula County, Canton, Parma etc.

### **Vocational Rehabilitation**

Ms. Ripley is concerned that University Hospitals does not have a Vocational Rehab person in place. Ms. Hrehocik responded that the VR coordinator is in house and an employee. The vocational rehabilitation is done by a VR Manager, who was not chosen by University Hospitals. The transition to vocational rehab is not smooth; Ms. Ripley will investigate. Ms. Hrehocik stated that the directive from Portage County was only to use the one Vocational Rehabilitation Manager the county chose. The Board of Commissioners agreed to allow the coordinator to select the most appropriate voc rehab manager.

### **Attend physician appointment with the employee if a problem should arrive and not wait until in Vocational Rehab**

They will attend and it is no problem although it is not part of the contract with the Bureau.

Commissioner Marsilio stated that, within the next 30 days, Michelle Ripley will bring back the results of the changes to the Board of Commissioners. Ms. Hrehocik stated that the MCO goal is to provide quality service to the county.

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Noon Lunch Recess

1:10 PM Board of Commissioners reconvened

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**COUNTY ENGINEER**

Present: Mickey Marozzi, Leigh Prugh, Dan Jendrisak

Attorney Leigh Prugh attending today to discuss the Timberstone Subdivision, located in Freedom Township. She reminded the Board of Commissioners that subdivisions must go before the Regional Planning Commission for approval. To plat a subdivision, the regulations require the roads to be built before the plat is approved or provide a financial guarantee in cash to be sure the roads can be built. In this case, there was an escrow agreement and the financial guarantee in place; the roads have been cut out of the trees but have grown over with grass. Mickey Marozzi stated that the roads are identifiable but overgrown. Commissioner Smeiles pointed out that the owner has a legally platted deed and could sell lots right now. Lot owners could come to the county and demand that the road be put in place. There was money set aside in Chase Bank in accordance with an agreement between the developer/bank/Portage County. Attorney Leigh Prugh wrote a letter to the bank advising that the county intends to sue for the money. Bank counsel replied stating that the bank could give the county the money if they want to build the roads. However, the bank suggested that the county ask the developer to vacate the plat. Mr. Marozzi advises that the developer wants more time so that he can come up with the money. Leigh Prugh would prefer not to give him more time, noting that the bank will give the county the money and then make the developer repay that loan. Commissioner Smeiles stated that this is not the county problem. Mr. Jendrisak suggested that the plat be vacated; Leigh Prugh suggested that the county get an injunction to force the vacation. Mickey Marozzi noted that the developer has had several issues with the roadway and improvements and has spent a lot of money on those issues. The money is no longer in the escrow account, having been released to the owner without the county authorization.

Leigh Prugh noted that the bank now says that the account is still in place and available to the developer; the letter states that the amount in place is \$249,000. Dan Jendrisak stated that it is silly to have a road put in place for these lots since they will not sell; file an injunction for the developer to vacate the plat. Mickey Marozzi added that, if the bank says the money is there, the decision to vacate is no longer the best one. Commissioner Smeiles suggested that Leigh Prugh contact the bank in writing and tell them not to release the money. The county will have to set a new completion date. Mr. Marozzi added that it is up to the developer as to what he wants to do as long as the money stays in place. It is not his call as to whether or not the roads should be built.

Attorney Prugh noted that the bank will allow the county to draw on the account but the letter does not say the money is in the account. As long as the money is in place, there is no reason to vacate the plat. Commissioner Marsilio asked what harm there would be letting the plat sit as long as the money is in the bank. Mr. Jendrisak replied that, if the developer sells a lot, the roads will have to be built.

Commissioner Frederick asked if 12 months would be enough to build the roads? Mr. Marozzi responded that the developer does not want to build the roads until he sells some lots. Commissioner Smeiles suggested that the county ask the developer to agree not to market or sell a lot until the roads are built. Mickey Marozzi and Leigh Prugh agreed that the developer would never agree to that.

The agreement with the county has expired; Mickey Marozzi suggested that the county extend the agreement in place. Commissioner Smeiles stated that the developer has a line of credit that he does not want to draw on. Commissioner Smeiles would be comfortable waiting as long as the money is there.

The Board of Commissioners agreed that Attorney Prugh should send a letter to the bank verifying that the developer's line of credit must remain open or the escrow account not be moved, emptied or transferred except as approved by the Board of Commissioners or the County Engineer. Those funds would be used for the completion of the roads. Also, Attorney Prugh should send a letter to the developer asking him to sign a new, extended agreement with the county for a completion date within 18 months.

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### **Resolutions**

1. Approve Specifications for acrylic water base traffic paint for use by the Portage County Engineer and set time and date for receiving bids for same./11-183
2. Approve Specifications for various aggregate materials for use by the Portage County Engineer and set time and date for receiving bids for same./11-184
3. Approve Specifications for various highway materials for use by the Portage County Engineer and set time and date for receiving bids for same./11-185
4. Approve Specifications for bituminous liquids and bituminous materials for use by the Portage County Engineer and set time and date for receiving bids for same./11-186

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### **Septic Program**

The County Engineer presented the draft Scope of Services to Develop a Septic System Funding Assistance Program, which would be administered by the RPC for a 15% administrative fee. The program would use \$380,000 for this program, which will cost about \$8,000 to create. The Board of Commissioners agreed to discuss the draft.

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### **Storm Water Program**

Executive Assistant attending

The Board of Commissioners discussed the possible appointment of four Township Trustees to the Storm Water Task Force Steering Committee. Mr. Marozzi responded that all Trustees are invited to the quarterly Task Force meetings. Commissioner Frederick stated that adding the four to the Steering

Committee as well as citizen Leo Nagle, is the direction that the Board of Commissioners wants to move. Mickey Marozzi agreed that the Steering Committee could be expanded to include those Trustees. The Executive Assistant noted that she normally attends the quarterly Task Force meetings but missed the meeting last week. Ms. Badger also noted that Neighborhood Development Services is planning to include a septic program in their CDBG Program.

Mr. Marozzi asked if the Board of Commissioners intends to adopt a resolution to create the Steering Committee formally. He made the decision to have regular meetings with the departments hired to move the program forward. Since there was no direction from the Board of Commissioners, he formed the Steering Committee with Chip Porter and James Bierlair. Commissioner Frederick replied that the Board wanted to involve the Township Trustees and citizen representation. Commissioner Marsilio is happy to keep the same committee form as long as it works for Mr. Marozzi. Mickey Marozzi responded that increasing the size of the Steering Committee is going to slow down the committee's progress. If the new members could come to the quarterly Task Force meetings, they will learn as much as they can at the Steering Committee meetings. The county is in the seventh year of storm water compliance and the numbers interested in attending have dwindled.

Commissioner Frederick suggested that the trustees interested in working on storm water be invited to serve on the current Task Force and not on the Steering Committee. Commissioner Marsilio agreed, noting that citizens are not concerned about which committee they sit on but want to know what is going on and how their money is being spent. Mickey Marozzi agreed that would work and that he would agree to redo a presentation about the program to the Task Force to address specifically what they are doing.

The Board of Commissioners also discussed possible charges to the townships for storm water services. The County Engineer agreed to investigate with James Bierlair.

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### **Snow Plowing**

The Board of Commissioners discussed the possibility of the County Engineer plowing and/or salting the county lots when they are overwhelmed by snow. Commissioner Frederick noted that the ice under the snow has caused problems with employees getting to the buildings. Mickey Marozzi responded that his vehicles would most likely be in use at the same time that the county would need this service. The only way to avoid that ice is to apply salt, keep traffic flowing and sunshine. He would prefer not to make that promise to the Board of Commissioners. The problem is that the Maintenance trucks are not as heavy as his vehicles, which makes a difference. Also, Robinson Memorial Hospital uses a tremendous amount of salt whereas the county does not. Commissioner Marsilio suggested that the county may want to purchase another salt spreader. Commissioner Smeiles added that Tim Miller buys salt by the pallet. Mickey Marozzi responded that the Director simply need contact him and he would sell salt to him at cost. When it gets bad, the only way to combat ice is with lots of salt.

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### **EXECUTIVE ASSISTANT**

Present: Charlene Badger

The Windham Groundbreaking is not yet confirmed.

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The April 12<sup>th</sup> Open House and evening Commissioners' meeting is scheduled; Charlene Badger coordinating.

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### Randolph Fair

Commissioner Frederick reported that the County Auditor does not intend to have her department participate at the Fair this year. Commissioner Marsilio noted that the Prosecutor prepares a schedule and staff must sign up. She suggested that there be a Portage County Government Booth that could be shared by the Board of Commissioners, Auditor, etc. Charlene Badger to ask the other elected officials if they are interested in that notion.

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### JFS DIRECTOR

Present: Judee Genetin

1. The Director presented the CSEA & PA Performance breakdown for January 2011. Things have been rearranged after the layoffs and "case stratification" has been instituted. Statistics continue to go up and things are being processed timely.

The phone system is antiquated and discussions are underway to change to a newer system like a voice override IP. The call volume has increased tremendously. Case banking will be instituted soon.

2. The Director presented the PRC Plans & Resolutions. The auditors for the 2010 audit identified some issues with the Plan and made recommendations.
  - A. Effective 3/1/11 -Resolution No. 11-187
  - B. Effective 4/1/11 - Resolution No. 11-188
3. The Director presented the listing of agency contracts for discussion.
4. Retirement of PCSA Staff
  - a. Training Officer, Kathi Guckelberger - 3/21/11
  - b. Administrator, Penny Ray – 3/31/11
5. Social Worker Month Celebration – 3/16/11

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### SHERIFF DOAK

Present: Sheriff Doak, Major Missimi, Captain James McRitchie

3:10 PM 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 discuss specialized details of security arrangements if disclosure of the matters discussed

might reveal information that could be used for the purpose of committing, or avoiding prosecution for, a violation of the law. **Also present: Sheriff Doak, Major Missimi and Captain James McRitchie.** Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

4:45 PM 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 of Commissioners took no action.

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**RESOLUTION No. 11-0168 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.**

It was moved by Christopher Smeiles, seconded by Tommie Jo Marsilio 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 24, 2011 in the total payment amount of **\$367,750.11 for Funds 0001-7101** 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, Yea; Maureen T. Frederick, Yea; Tommie Jo Marsilio, Yea;

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**RESOLUTION No. 11-0169 - RE: WIRE TRANSFER APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.**

It was moved by Christopher Smeiles, seconded by Tommie Jo Marsilio 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 24, 2011 in the total payment amount as follows:

1. \$19,668.01 to WageWorks, Inc. for processing Claims for Medical Mutual; and





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. 11-0172                      ~                      RE:                      AUTHORIZE APPLICATION AND ACCEPTANCE TO THE OHIO DRUG LAW ENFORCEMENT FUND ON BEHALF OF THE PORTAGE COUNTY DRUG TASK FORCE.**

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

**WHEREAS,**                      the Portage County Drug Task Force is eligible to apply and receive 2010 funds through the Ohio Drug Law Enforcement Fund; now therefore be it

**RESOLVED,**                      the Board of Portage County Commissioners authorize the filing and acceptance of the 2010 Ohio Drug Law Enforcement Grant for the period of February 1, 2011 until January 31, 2012 in the amount of \$21,259.23 with an in-kind local match of \$7,086.41 to be provided by the Portage County Drug Task Force and to be administered by the Portage County Prosecutor’s Office; and be it further

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

**RESOLVED,**                      that a certified copy of this resolution be forwarded to the Portage County Sheriff, Portage County Prosecutor, Portage County Auditor, and the Department of Budget and Financial Management; and be it further

**RESOLVED,**                      the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Voice vote as follows:

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



**WHEREAS,** the Tax Incentive Review Council (TIRC) is an inter-jurisdictional body created to review and evaluate the performance of each Enterprise Zone Agreement; and

**WHEREAS,** the council is to annually review each Enterprise Zone Agreement and determine whether or not businesses have complied with the terms and conditions of the agreement; now therefore be it

**RESOLVED,** that the Portage County Board of Commissioners does hereby appoint the following residents of Kent to the City of Kent TIRC:

Lori Wemhoff  
515 Overlook Dr.  
Kent, OH 44240

Michelle Hartman  
839 Bryce Rd.  
Kent, OH 44240

and be it further

**RESOLVED,** that the above mentioned board member serve an unexpired term commencing immediately; 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. 11-0175

RE: AMENDMENT TO THE NON GENERAL FUND 2011  
ANNUAL APPROPRIATION RESOLUTION NO. 10-1143  
ADOPTED DECEMBER 16, 2010.

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

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

	<i>Increase</i>	<i>Decrease</i>
Fund: 1002 Enterprise Zone Program		
080 Economic Development		
10024 Enterprise Zone Program CS	1,500	-
1002O Enterprise Zone Payoff	375	-
<b>MEMO TOTAL</b>	<b>\$ 1,875</b>	<b>\$ -</b>

Note: Balance to Cash to

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Fund: 1148 Global Monitoring Intervention		
570 Juvenile Court		
11485 Global Monitoring Intervent MS	-	269
11487 Kids In Treatment OE	269	-
<b>MEMO TOTAL</b>	<b>\$ 269</b>	<b>\$ 269</b>

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Fund: 1271 RLF CDBG Housing		
001 Commissioners		
12714 RLF CDBG Housing CS	10	-
<b>MEMO TOTAL</b>	<b>\$ 10</b>	<b>\$ -</b>

Note: Adjust to 2010 Final

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Fund: 1272 RLF Section 17		
001 Commissioners		
12724 RLF Section 17 CS	303	-
<b>MEMO TOTAL</b>	<b>\$ 303</b>	<b>\$ -</b>

Note: Adjust to 2010 Final

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	<i>Increase</i>	<i>Decrease</i>
Fund: 1273 RLF CDBG Foreclosure/Rescue 001 Commissioners		
12734 RLF CDBG Foreclosure CS	23	-
<b>MEMO TOTAL</b>	<u><u>\$ 23</u></u>	<u><u>\$ -</u></u>

Note: Adjust to 2010 Final

Fund: 1274 RLF Home Rehab 001 Commissioners		
12744 RLF Home Rehab CS	20	-
<b>MEMO TOTAL</b>	<u><u>\$ 20</u></u>	<u><u>\$ -</u></u>

Note: Adjust to 2010 Final

<b>TOTAL MEMO BALANCE FOR ALL FUNDS</b>	<u><u>\$ 2,500</u></u>	<u><u>\$ 269</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, Yea;

Maureen T. Frederick, Yea;

Tommie Jo Marsilio, Yea;

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**RESOLUTION No. 11-0176 - RE: APPOINTMENT TO THE NORTHEAST OHIO FOUR COUNTY REGIONAL PLANNING AND DEVELOPMENT ORGANIZATION (NEFCO) ENVIRONMENTAL RESOURCES TECHNICAL ADVISORY COMMITTEE.**

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

**WHEREAS,** NEFCO was formed in 1974 as a council of governments by the elected officials within Portage, Stark, Summit and Wayne Counties and the organization is directed by a general Policy board which meets monthly, serves as the decision-making body, and is comprised of representatives from each of the four counties; and

**WHEREAS,** The **Environmental Resources Technical Advisory** Committee serves as the environmental advisory board to NEFCO General Policy Board and provides a forum for members to discuss current environmental issues, develop and approve water quality objectives, assist in the development of work programs, review and approve reports, mediate conflicts and provide input to the staff; now, therefore, be it

**RESOLVED,** that the Portage County Board of Commissioners appoints the following to the Environmental Resources Technical Advisory Committee of NEFCO as the Board of Commissioners representative:

Ron Etling 6115 Schustrich Rd. Mantua, OH 44255	<u>Term</u> Ongoing
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**RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Voice vote was as follows:

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

\* \* \* \* \*

**RESOLUTION No. 11-0177 - RE: ENTER INTO AMENDMENT NO. 1 FOR PREVENTION, RETENTION AND CONTINGENCY (PRC) CHILD SAFETY KIT SERVICES BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE**

**COUNTY DEPARTMENT OF JOB & FAMILY SERVICES  
AND CATHOLIC CHARITIES OF PORTAGE COUNTY.**

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. 20100325 (the "Original Contract") on July 22, 2010 by Resolution No. 10-0617 to provide PRC Child Safety Kit Services for eligible Portage County residents; and

**WHEREAS,** the parties desire to amend the Original Contract; now therefore be it; and

**RESOLVED,** that the Board of Portage County Commissioners does hereby enter into Amendment No. 1 between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and Catholic Charities of Portage County for the period July 1, 2010 to June 30, 2011; and be it further

**RESOLVED,** that the parties agree that PRC Child Safety Kit Services shall be decreased by Five thousand and 00/100 dollars (\$5,000.00); and be it further

**RESOLVED,** that the annual service under this agreement shall not exceed Ten thousand and 00/100 dollars (\$10,000.00); 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. 11-0178**

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**RE:**

**ENTER INTO AMENDMENT NO. 1 FOR PREVENTION, RETENTION AND CONTINGENCY (PRC) INFORMATION AND REFERRAL SERVICES BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND UNITED WAY OF PORTAGE COUNTY D.B.A. UNITED WAY 211 PORTAGE.**

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. 20100339 (the "Original Contract") on August 3, 2010 by Resolution No. 10-0662 to provide PRC Information and Referral Services for Portage County residents; and

**WHEREAS,** the parties desire to amend the Original Contract; now therefore be it; and

**RESOLVED,** that the Board of Portage County Commissioners does hereby enter into Amendment No. 1 between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and United Way of Portage County doing business as United Way 211 Portage for the period July 1, 2010 to June 30, 2011; and be it further

**RESOLVED,** that the parties agree that PRC Information and Referral Services shall be increased by one thousand two hundred (1,200) units rendered at a rate of Sixteen and 67/100 dollars (\$16.67) for a total increase of Twenty thousand four and 00/100 dollars (\$20,004.00), for a maximum of nine thousand five hundred ninety-nine (9,599) units not to exceed One hundred sixty thousand fifteen and 33/100 dollars (\$160,015.33); and be it further

**RESOLVED,** that the annual service under this agreement shall not exceed One hundred ninety thousand one hundred fifteen and 33/100 dollars (\$190,115.33); 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. 11-0179**

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**RE:**

**ENTER INTO AMENDMENT NO. 8 BETWEEN THE BOARD OF COMMISSIONERS, THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND THE PORTAGE COUNTY PROSECUTING ATTORNEY TO PROVIDE LEGAL REPRESENTATION 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. 20070198 (the "Original Contract") on January 1, 2007 by Resolution No. 07-0072 to provide legal representation in the presentation of evidence in cases

alleging the abuse, neglect or dependency of children pursuant to Ohio Revised Code 2151.40 and Juvenile Rule 29(E); and

**WHEREAS,** an Amendment No. 1 was entered into on February 19, 2008 through Resolution No. 08-0109; and

**WHEREAS,** an Amendment No. 2 was entered into on October 7, 2008 through Resolution No. 08-0957; and

**WHEREAS,** an Amendment No. 3 was entered into on January 29, 2009 through Resolution No. 09-0009; and

**WHEREAS,** an Amendment No. 4 was entered into on February 19, 2009 through Resolution No. 09-0107; and

**WHEREAS,** an Amendment No. 5 was entered into on February 16, 2010 through Resolution No. 10-0123; and

**WHEREAS,** an Amendment No. 6 was entered into on March 16, 2010 through Resolution No. 10-0224; and

**WHEREAS,** an Amendment No. 7 was entered into on June 10, 2010 through Resolution No. 10-0522; 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 agree to enter into Amendment No. 8 between the Board of Commissioners, the Portage County Department of Job & Family Services and the Portage County Prosecuting Attorney to extend the Original Contract three (3) additional months from January 1, 2011 to March 31, 2011; and be it further

**RESOLVED,** that the parties mutually agree that the total service cost of this agreement shall not exceed Forty-nine thousand and 00/100 dollars (\$49,000.00); and be it further

**RESOLVED,** that the parties agree to jointly review the terms and conditions of this agreement sixty (60) days prior to the end of the term; 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. 11-0180**

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**RE: ENTER INTO AN AGREEMENT BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS AND DIGITAL DATA TECHNOLOGIES, INC, (DDTI, INC.)**

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

**WHEREAS,** the Portage County has established the need to provide online public internet access to property, tax, appraisal, and GIS records; and

**WHEREAS,** DDTI is in the business of offering Internet services relating to, among other things, hosting services for sites on the World Wide Web portion of the Internet, hosting internet services specific to Ohio County property and appraisal records, and is willing to provide these services to Portage County;

**WHEREAS,** the Portage County Board of Commissioners executed an agreement with DDTI for online public internet access to property, tax, appraisal, and GIS records on October 26 ,2010; and

**WHEREAS,** the County and DDTI desired to amend the aforementioned agreement by reducing the monthly service fee and services provided; now be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into an Agreement with Digital Data Technologies, Inc. (DDTI), an Ohio corporation, whose principal place of business is 2323 W. 5<sup>th</sup> Avenue, Columbus, OH 43204 at the cost of a one -time set-up fee of Two thousand five hundred and 00/100 dollars (\$2,500.00) and a recurring monthly amount of One thousand six hundred and 00/100 dollars (\$1,600.00) to be paid from fund 1003 Real Estate Assessment; 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. 11-0181 - RE: AWARD AND ENTER INTO AN AGREEMENT WITH R.B. THOMAS ELECTRIC COMPANY, INC FOR THE ELECTRICAL WORK ON THE COOLING TOWER PROJECT FOR THE PORTAGE COUNTY JUSTICE CENTER.**

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

**WHEREAS:** six (6) contractors and three (3) plan house requested and received the specifications for the cooling tower replacement project for the Portage County Justice Center; and

**WHEREAS:** on January 13, 2011 the Portage County Internal Services Department received, opened and tabulated three electrical bids and one mechanical bid; and

**WHEREAS:** the one mechanical bid was rejected as there was no bid bond included; and

**WHEREAS:** the lowest and best bid meeting all specifications for electrical work was submitted by R. B. Thomas Electric Co., Inc. as follows:

<b>Base Bid:</b>	3,974.00
<b>Alternate 1</b>	<u>2,549.00</u>
<b>Total</b>	6,623.00

**RESOLVED:** that the Portage County Board of Commissioners enter into an agreement with R. B. Thomas Electric Co., Inc. for the amount of Six thousand, five hundred twenty-three and 00/100 dollars (\$6,523.00); 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 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. 11-0182 - RE: AWARD AND ENTER INTO AN AGREEMENT WITH KENDEL WELDING & FABRICATION, INC. FOR THE MECHANICAL AND GENERAL WORK ON THE COOLING TOWER PROJECT FOR THE PORTAGE COUNTY JUSTICE CENTER.**







Various sizes of Storm Sewer Pipe (*corrugated metal pipe, aluminized steel pipe and plastic pipe*)

Guard Rail

Bridge Decking

and be it further

**RESOLVED,** that Notice of Receiving Bids shall be published in the Record Courier on **March 21, 2011** and **March 28, 2011**, and the Clerk of this Board is directed to post said Notice on the County Commissioners' Official Bulletin Board.

**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. 11-0186**

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**RE: APPROVE SPECIFICATIONS FOR BITUMINOUS LIQUIDS AND BITUMINOUS MATERIALS FOR USE BY THE PORTAGE COUNTY ENGINEER AND SET TIME FOR RECEIVING BIDS FOR SAME.**

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

**WHEREAS,** Specifications have been submitted to this Board of Portage County Commissioners for approval for the purchase of **Bituminous Liquids** and **Bituminous Materials**; now therefore be it

**RESOLVED,** that the Specifications, as submitted for the purchase of **Bituminous Liquids** and **Bituminous Materials** for use by the Portage County Engineer, be and the same are hereby approved; and be it further

**RESOLVED,** that sealed bids for said **Bituminous Liquids** and **Bituminous Materials** for use by the Portage County Engineer will be accepted by the Director of the Portage County Office of Internal Services, 7<sup>th</sup> Floor, Room 701, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until **3:00 P.M.** on **April 13, 2011** and publicly opened and read for same and be it further



**WHEREAS,** Revision No. 5 of the Prevention-Retention-Contingency Plan was entered into on September 25, 2008 through Resolution No. 08-0980 and became effective October 1, 2008; and

**WHEREAS,** Revision No. 6 of the Prevention-Retention-Contingency Plan was entered into on September 10, 2009 through Resolution No. 09-0841 and became effective October 1, 2009; and

**WHEREAS,** Revision No. 7 of the Prevention-Retention-Contingency Plan was entered into on November 24, 2009 through Resolution No. 09-1091 and became effective December 1, 2009; and

**WHEREAS,** Revision No. 8 of the Prevention-Retention-Contingency Plan was entered into on March 11, 2010 through Resolution No. 10-0252 and became effective July 1, 2010; and

**WHEREAS,** Revision No. 9 of the Prevention-Retention-Contingency Plan was entered into on April 29, 2010 through Resolution No. 10-0418 and became effective June 1, 2010; and

**WHEREAS,** Revision No. 10 of the Prevention-Retention-Contingency Plan was entered into on April 29, 2010 through Resolution No. 10-0419 and became effective July 1, 2010; and

**WHEREAS,** Revision No. 11 of the Prevention-Retention-Contingency Plan was entered into on May 13, 2010 through Resolution No. 10-0462 and became effective June 1, 2010; and

**WHEREAS,** Revision No. 12 of the Prevention-Retention-Contingency Plan was entered into on July 8, 2010 through Resolution No. 10-0641 and became effective July 12, 2010; and

**WHEREAS,** the Director of the Portage County Department of Job & Family Services presented the Board of Commissioners with the Revised Prevention-Retention-Contingency Plan for the Portage County Department of Job & Family Services Division of Family Employment & Support Services, advising the Board of Commissioners that the Plan was revised in accordance with Substitute House Bill 408 and Chapter 5108 of the Ohio Revised Code and reviewed by the County Community Planning Committee; and,

**WHEREAS,** the Portage County Prosecutor's Office reviewed the revised Plan and advised that the proposed changes are consistent with the requirements of the applicable statutes and related regulations; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby certify that the Portage County Department of Job & Family Services complied with Chapter 5108 of the Ohio Revised Code in adopting the statement of policies and agrees to



- WHEREAS,** Revision No. 6 of the Prevention-Retention-Contingency Plan was entered into on September 10, 2009 through Resolution No. 09-0841 and became effective October 1, 2009; and
- WHEREAS,** Revision No. 7 of the Prevention-Retention-Contingency Plan was entered into on November 24, 2009 through Resolution No. 09-1091 and became effective December 1, 2009; and
- WHEREAS,** Revision No. 8 of the Prevention-Retention-Contingency Plan was entered into on March 11, 2010 through Resolution No. 10-0252 and became effective July 1, 2010; and
- WHEREAS,** Revision No. 9 of the Prevention-Retention-Contingency Plan was entered into on April 29, 2010 through Resolution No. 10-0418 and became effective June 1, 2010; and
- WHEREAS,** Revision No. 10 of the Prevention-Retention-Contingency Plan was entered into on April 29, 2010 through Resolution No. 10-0419 and became effective July 1, 2010; and
- WHEREAS,** Revision No. 11 of the Prevention-Retention-Contingency Plan was entered into on May 13, 2010 through Resolution No. 10-0462 and became effective June 1, 2010; and
- WHEREAS,** Revision No. 12 of the Prevention-Retention-Contingency Plan was entered into on July 8, 2010 through Resolution No. 10-0641 and became effective July 12, 2010; and
- WHEREAS,** Revision No. 13 of the Prevention-Retention-Contingency Plan was entered into on February 24, 2011 through Resolution No. 11-0188 and became effective March 1, 2011; and
- WHEREAS,** the Director of the Portage County Department of Job & Family Services presented the Board of Commissioners with the Revised Prevention-Retention-Contingency Plan for the Portage County Department of Job & Family Services Division of Family Employment & Support Services, advising the Board of Commissioners that the Plan was revised in accordance with Substitute House Bill 408 and Chapter 5108 of the Ohio Revised and reviewed by the County Community Planning Committee; and,
- WHEREAS,** the Portage County Prosecutor's Office reviewed the revised Plan and advised that the proposed changes are consistent with the requirements of the applicable statutes and related regulations; now therefore be it



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**INVITATIONS**

February 24, 2011

1. Invitation to Penny Ray's Retirement Party on Thursday, March 31<sup>st</sup> from 2:00-3:30 PM.
2. Invitation to the luncheon to celebrate Social Worker Month on Wednesday, March 16, 2011 from Noon – 1:00 PM at NEOUCOM.
3. Invitation from the Aurora Chamber of Commerce to lunch on Wednesday, March 9<sup>th</sup> from 11:30 AM – 1:00 PM at Doogan's in Aurora.

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**INCOMING CORRESPONDENCE**

February 24, 2011

1. February 22, 2011 correspondence from Health Commission Porter including a history, the 2010 annual statistics and the 2011 Action Plan for the Storm Water Program/Information only.
2. Invitation from the Portage County Health Department to the Health Advisory Council Meeting and Dinner on Monday, March 21, 2011 at 6:30 PM. Commissioner Frederick to attend as the Board of Commissioners' President/Commissioner Frederick to attend//Commissioner Frederick would like to have the proposed budget in advance.
3. February 18, 2011 correspondence from Evelyn Beeman, Regional Planning Commission regarding Technical Assistant Hours available January 1, 2011. NOTE: Also included is a listing of example services the Regional Planning Commission can provide/Ask the Director what he would recommend the Board of Commissioners use these TA hours for.
4. February 14, 2011 correspondence from Terri Davis-Stuckey, Ohio Department of Health, regarding Portage County Single Audit Report for the year ended December 31, 2009/Refer to the Department of Budget & Financial Management and to the County Auditor.
5. February 18, 2011 e-mail from Charlene Badger, Executive Assistant, regarding NEFCO/Information only.
6. February 16, 2011 memo from Michael Hiler, Ohio Department of Development, regarding notification of a Public Hearing and Comment Period for the draft Fiscal Year 2011 Ohio Consolidated Plan and the Draft Fiscal Year 2011 Ohio Consolidated Plan Executive Summary. Comments sent via mail must be postmarked by March 30, 2011/Information only.
7. February 21, 2011 correspondence from Eric Droll, Hasenstab Architects, regarding Portage County Justice Center cooling tower replacement and energy efficiency/Information only.

8. February 22, 2011 correspondence from Howard Trickett to the County Treasurer, regarding Ohio Supreme Court ruling and deductions from his taxes/Executive Assistant to draft a response.

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**JOURNAL ENTRY**

February 24, 2011

1. Board of Commissioners' signature requested on the Ohio Department of Youth Services Subsidy Grant Request for Post Audit Appeals, Audit Number AUD-14-2011 for the Fiscal Year 2009 covering the period of July 1, 2008 through June 30, 2009 for Mental Health/Counseling Services Program No. 11 as presented by Director of Youth Rehabilitation, Lenny Sorboro.
2. The Board of Commissioners received the Kennel Disposition Report for February 14, 2011 through February 20, 2011 as presented by Dave McIntyre, Dog Warden.
3. Board of Commissioners' signature requested on the Journal Entry to reimburse the Regional Planning Commission from Grant No. B-F-10 Fair Housing for period December 13, 2010 to December 26, 2010 not previously billed for \$73.39 as requested by the Regional Planning Commission. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.
4. Board of Commissioners' signature requested on the Journal Entry to reimburse the Regional Planning Commission from Grant No. B-F-10 Administration for period December 13, 2010 to December 26, 2010 not previously billed for \$839.55 as requested by the Regional Planning Commission. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.
5. Board of Commissioners' signature requested on the Journal Entry to reimburse the Regional Planning Commission from Grant No. B-F-09 Administration for period December 13, 2010 to December 26, 2010 not previously billed for \$750.52 as requested by the Regional Planning Commission. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.
6. The Board of Commissioners received the Civil Division Yearly Reports for monies paid in and monies still owed for the 2010 as presented by the Portage County Sheriff's Department. (cc: Department of Budget & Financial Management).

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**REFERRED**

February 24, 2011

1. February 18, 2011 e-mail from Craig Moser, regarding the Robinson Memorial Hospital Board of Trustees. Referred to Executive Assistant.

2. February 18, 2011 correspondence from Linda UmBayemake, regarding the Robinson Memorial Hospital Board of Trustees. Referred to Executive Assistant.
3. February 18, 2011 correspondence from Melissa Long, regarding the Robinson Memorial Hospital Board of Trustees. Referred to Executive Assistant.
4. February 18, 2011 correspondence from Shirley Schuster, regarding the Robinson Memorial Hospital Board of Trustees. Referred to Executive Assistant.
5. February 21, 2011 correspondence from Jeff Langstaff, regarding the Robinson Memorial Hospital Board of Trustees. Referred to Executive Assistant.
6. February 17, 2011 correspondence from Dan Smith, City of Kent, regarding Tax Incentive Review Council (TIRC). Referred to Executive Assistant.
7. February 12, 2011 correspondence from Michael Hiler, Ohio Department of Development, regarding the final performance report for Grant No. B-C-08-1CJ-1. Referred to Department of Budget & Financial Management.
8. February 12, 2011 correspondence from Michael Hiler, Ohio Department of Development, regarding final performance report for Grant No. B-C-08-1CJ-2. Referred to Department of Budget & Financial Management.
9. February 17, 2011 correspondence from the Trumbull County Auditor, including the 2011 transactions of the Eleventh District Court of Appeals, along with the budget for 2011. An Invoice for Pro Rata share of costs is included for \$71,799.64. Referred to Department of Budget & Financial Management as an agenda item.
10. The Board of Commissioners received a Promissory Note for the Portage County CDBG ED RLF for Brandy Properties LLC for \$135,000.00 as presented by Neighborhood Development Services. Referred to Department of Budget & Financial Management and Auditor's Office.

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**INFORMATION ONLY**

February 24, 2011

1. February 19, 2011 correspondence from Todd Peetz, Regional Planning Commission to Arthur Scott, City of Streetsboro, regarding 2011 small cities CDBG Formula Allocation Program.

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**PROSECUTOR**

February 24, 2011

1. February 17, 2011 e-mail from Leigh Prugh, regarding Pleasant Lakes/Attorney Leigh Prugh advised that the developer has extended/renewed his letter of credit until 2012

2. February 17, 2011 e-mail from Denise Smith, regarding the Humane Officer/Information only
3. February 17, 2011 correspondence from Denise Smith to David Malik, regarding File No. 8478 (McDaniel) /Information only.

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**JOURNAL ENTRY**

February 24, 2011

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

1. The Board of Commissioners signed the Ohio Department of Youth Services Subsidy Grant Post Audit Appeal, Audit Number AUD-14-2011 for the Fiscal Year 2009 covering the period of July 1, 2008 through June 30, 2009 for Mental Health/Counseling Services Program No. 11, as presented by Director of Youth Rehabilitation, Lenny Sorboro.
2. The Board of Commissioners acknowledged the receipt of the Kennel Disposition Report for February 14, 2011 through February 20, 2011, as presented by Dave McIntyre, Dog Warden.
3. The Board of Commissioners signed the Journal Entry to reimburse the Regional Planning Commission from Grant No. B-F-10 Fair Housing for period December 13, 2010 to December 26, 2010 in the amount of \$73.39 not previously billed, as presented by the Regional Planning Commission. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.
4. The Board of Commissioners signed the Journal Entry to reimburse the Regional Planning Commission from Grant No. B-F-10 Administration for period December 13, 2010 to December 26, 2010 in the amount of \$839.55 not previously billed, as presented by the Regional Planning Commission. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.
5. The Board of Commissioners signed the Journal Entry to reimburse the Regional Planning Commission from Grant No. B-F-09 Administration for period December 13, 2010 to December 26, 2010 in the amount of \$750.52 not previously billed, as presented by the Regional Planning Commission. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.
6. The Board of Commissioners acknowledged the receipt of the Civil Division Yearly Reports for monies paid in and monies still owed for the 2010, as presented by the Portage County Sheriff.
7. The Board of Commissioners accepted the resignation of Penny Ray, PCSA Supervisor, effective March 31, 2011, and signed the Personnel Action Form acknowledging that retirement, as presented by the Human Resources Department Director.
8. The Board of Commissioners authorized the advertisement of the following position, as presented by the Human Resources Department:

DEPARTMENT	JOB TITLE	GRADE	ACTION
Motor Pool	Automotive Technician	LTC 6	Post Internally and Externally

9. The Board of Commissioners authorized the advertisement of the following position, as presented by the Human Resources Department:

DEPARTMENT	JOB TITLE	GRADE	ACTION
Department of Job & Family Services	PCSA Administrator	MG07	Post Internally and Externally

10. The Board of Commissioners approved the job description for the Motor Pool Automotive Technician, as presented by the Human Resources Department Director.

11. The Board of Commissioners approved the job description for the Building and Maintenance Supervisor, as presented by the Internal Services Director.

12. The Board of Commissioners approved the job description for the Children Services Administrator, as presented by the Human Resources Department Director.

13. The Board of Commissioners authorized their Clerk to be an additional approver for the Woodlands at Robinson payroll.

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 24, 2011**. There being no further business to come before the Board, it was moved by Christopher Smeiles, seconded by Tommie Jo Marsilio to adjourn the official meeting at 4:55 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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**PAY-INS FOR THE MONTH OF FEBRUARY 2011**

02/04/11	17953	County Flag reimbursement \$5.00, Envelope reimbursement from A. Hutchinson 0.25, Cell phone reimbursement from M. Frederick: \$3.41 Total: \$ 8.66
02/10/11	18056	2007-WE-AX-0048 OVW Enforcement of Protection Orders Grant Total: \$9,891.86
02/22/11	18219	2009-RA-D01-2184 Portage County Collaboration of Adv. Total: \$ 10,549.78
02/22/11	18220	Cell Phone Reimbursement for C. Keiper, \$43.26, Beck Energy Oil Lease \$ 40.74, Enervest Operating Oil Lease \$524.75 Total: 608.75
02/24/11	18256	Ohio Public Defender – Appointed Counsel: \$6,632.85 for October 2010, Death Penalty: \$15,229.90 for October 2010, Public Defender: \$20,403.45 for November 2010 Total: 42,266.20

**AUTHORIZATION OF EXPENSES FOR THE MONTH OF FEBRUARY 2011**

1-14-11	Richard Nord, Annette Walsh, and Theresa Nelson, Area Agency on Aging, Uniontown, Ohio, January 25, 2011 \$0.00
1-21-11	Judge Oswick, AMCTO 2011 Winter Conference, Dublin, Ohio, February 2-3, 2011 \$483.98
1-13-11	Michael Robinson, Mary Boston, Joanne Hynes, Rebecca Price, Marie Minard, Bonnie Hager, Mary Jo Wood, Brandy Hemphill, Denise Crouse, Karen Collins, Ashtabula County Job & Family Services, Ashtabula, Ohio, January 20, 2011 \$140.00
1-11-11	Penny Ray and Reva Weekly, Protect Ohio Consortium Meeting, Columbus, Ohio, January 25, 2011, May 24, 2011, July 26, 2011, September 27, 2011 and November 15, 2011 \$710.00
1-12-11	Faith Griffith, OCATS, Columbus, Ohio, January 14, 2011, February 25, 2011, April 29, 2011, June 24, 2011, August 26, 2011, October 28, 2011, December 11, 2011 \$98.00
1-21-11	Brian Kelley, FBI IG Board meeting, Cleveland, Ohio, February 8, 2011, \$10.00
1-25-11	Steve Jaehn and Robert Symsek, Correctional Supervision Course, London, Ohio, March 3-7, 2011 \$800.00
1-27-11	Harry Meui, Ohio Gang Investigation, Richfield, Ohio, April 26-28, 2011 \$30.00
1-27-11	Rachel Spence and Liz Ittel, First Responder Sex Assault, Richfield, Ohio, June 24, 2011 \$35.00
1-27-11	Eric Hermsforfer, Proactive Interaction, Brooklyn Hts., Ohio, May 31, 2011 \$25.00
1-27-11	Dale Kelly, Instructor Training, Richfield, Ohio, April 25, 2011-May 6, 2011 \$475.00
1-27-11	Teresa Colley, Active Shooting Response Dispatcher Role, Twinsburg, Ohio, February 23, 2011 \$254.00
2-2-11	Judee Genetin, OJFSDA Executive Meeting, Columbus, Ohio, February 9-10, 2011 \$ 137.75
2-4-11	Wayne Carkido and James Akerley, OEPA-Tinkers Creek Stressor Study Trading Program, Twinsburg, Ohio, March 23, April 27, and May 25, 2011 \$76.50
2-1-11	Mary Ann Brown, Debbie Stitzel and John Orechoneg, WIC Back to Basics, Columbus, Ohio, March 24-25, 2011 \$960.00

2-4-11	Terri Burns and Judee Genetin, OJFSDA General Session, Columbus, Ohio, October 14, 2011 and December 16, 2011 \$30.00
2-4-11	Judee Genetin, OCDA General Membership Meeting, Columbus, Ohio, May 11-12 and November 2-3, 2011 \$361.50
1-21-11	Brian Kelley, C10 Forum and Executive IT Summit, Independence, Ohio, June 9-10, 2011 \$0.00
1-20-11	Bill Steiner, NEOSHRED, Akron, Ohio, January 21, 2011 \$0.00
1-11-11	Kimberly MacPhail, Intake JAD Session, Columbus, Ohio, January 18, 2011 \$58.00
1-27-11	Judee Genetin and Terri Burns, OJFSDA General Session, Columbus, Ohio, March 18, 2011 \$56.00
1-25-11	Lori Evans and Kathy Gray, OCCA Meeting and Legislative Reception, Columbus, Ohio, February 15-16, 2011 \$392.00
1-31-11	Robert White, Co Occurring Mental Health & Substance Disorders, Cleveland, Ohio, February 11, 2011 \$249.94
2-3-11	Michelle Ripley and Karen U'Halie, Workplace Violence, Akron, Ohio, February 18, 2011 \$0.00
2-3-11	Michelle Ripley and Jon Barber, Damage Assessment Training, Akron, Ohio, March 4, 2011 \$0.00.
2-4-11	Terri Burns, OJFSDA General Session, March 18, 2011 \$0.00
2-15-11	Brian Kelley, KSU Collaborative Net Working Meeting, February 25, 2011 \$0.00
2-16-11	Brian Kelley, SIMS Meeting, Valley View, Ohio, February 28, 2011 \$0.00
1-12-11	Denise Smith, SERB Conference on Jurisdiction, Columbus, Ohio, January 12, 2011 \$0.00
2-3-11	Dexter LeMon, 21 <sup>st</sup> Annual Joint Conference, Columbus, Ohio, March 6-8, 2011 \$405.14
2-4-11	Ohio Judicial College Probation Officer's Safety Basic Defensive Training Academy, March 30, 2011 \$314.00
2-7-11	Jillian Zetts, Lindsey Jones, Heather Battaglia, Ohio Judicial College P.O.'s Safety Basic Defense Tactics, London, Ohio, March 30, 2011 \$520.00
2-4-11	Kimberly MacPhail, SACWIS Functionality Testing, Columbus, Ohio, February 16-17, 2011 \$232.74
2-9-11	Brian Kelley, CMIS Educational Conference, New Mexico, June 12-16, 2011 \$1,220.00

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