

Tuesday, May 3, 2011

The Board of County Commissioners met in regular session on **Tuesday, May 3, 2011 at 9:37 AM** with the following members present:

Maureen T. Frederick

Christopher Smeiles

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It was moved by Christopher Smeiles, seconded by Maureen T. Frederick to approve the meeting minutes of the April 28, 2011 meeting. Commissioner Marsilio absent, motion carries

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Commissioner Marsilio attending at 9:50 AM

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Also attending throughout the day: Hank Duncel

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THE WOODLANDS AT ROBINSON

Present: Christa Mayes, Allison Goudy, Scott Bower, Karen U'Halie

The Nursing Home Administrator reported that the DON ad online has resulted in 10 resumes. There were no responses from the Record-Courier ad. She suggested that the nursing home go to online ads, which is the best place to advertise and is cheaper than newspaper ads. Karen U'Halie remarked that the Board of Commissioners can revisit this issue again but reminded the Board of Commissioners that not all county residents have internet access. She will work with the nursing home staff to move this forward, if possible. Commissioner Marsilio agreed that she believes that the internet may be the way to go. Commissioner Frederick agreed that the internet may be the way to go for the higher level positions.

The Nursing Home Administrator has scheduled several DON interviews already. Karen U'Halie reminded staff that the Portage County application must be completed before the interviews. Staff will have the applicants complete the application at the time of the interview.

The Nursing Home Administrator noted that The Villager is writing an article about the Nursing Home to be published this week.

Ms. Mayes reported that the Census today is 74 with five (5) more residents in the hospital; two additional residents are coming from other nursing homes.

The Nursing Home Administrator agreed to work with JoAnn Townend to move forward the purchase of two wireless cards for use by residents for internet access. The Board of Commissioners agreed that the residents' donation line can be used, if appropriate. The cost is \$80/month for the wireless cards, which will be signed in and out by residents. Board of Commissioners agreed that this is a good idea/Journal Entry with JoAnn Townend and Audrey Tillis input regarding which fund can be used for this purchase.

The Nursing Home Administrator showed the Board of Commissioners the shingles that are blowing off the roof of the nursing home. The Board of Commissioners agreed that the roof should be inspected.

The Nursing Home Administrator presented the Medicare Cost Report, as prepared by Generations HealthCare. The Board of Commissioners agreed that Director Tillis should review the report before it is signed and sent.

The Nursing Home Administrator reported that the cordless phones are being installed today and the Maintenance staff has cut the grass. She thanked the Board of Commissioners for both of those items moving forward.

The Nursing Home Administrator is working on marketing quotes, which she will send to JoAnn Townend to review and analyze.

Commissioner Marsilio reported that she has arranged with Mark Frisone for the Freedom House veterans to plant flowers at The Woodlands. She also contacted Eagle Creek Growers and arranged for the purchase of annuals and perennials for the flower beds and four to six flower pots at a cost not to exceed \$200/Journal Entry

The Nursing Home Administrator advised the Board of Commissioners that there are necessary changes to the current policies and procedures. The Board of Commissioners agreed that all policies and procedures should be reviewed and changes brought to the Board of Commissioners for consideration and approval. Those changes that are urgent and need to be changed immediately should be sent to the Board of Commissioners for immediate approval. The Nursing Home Administrator also advised that she has changed some processes already - like having the receptionist sign in and out of the facility. Mr. Bower commented that the update is always an ongoing process and they cannot identify what process needs to be changed until they become aware of an issue.

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10:30 AM 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 discipline issue, a compensation issue and a possible termination. **Also present: Christa Mayes, Allison Goudy, Scott Bower, and Karen U’Halie.** Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

11:25 AM Upon conclusion of the above referenced discussion, it was moved by **Tommie Jo Marsilio**, seconded by **Christopher Smeiles** that the Board of Commissioners moves out of executive session. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

After exiting executive session, the Board took action by Journal Entry.

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11:25 AM Recessed to Solid Waste Management District
11:35 AM Reconvened

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DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT

Present: Audrey Tillis, Karen U'Halie, Jeff Lonzrick, Bill Steiner

UPDATES

1. The Director spoke with Attorney Mike Sharb regarding the Water Resources projects moving forward in 2011. Attorney Sharb will talk to the Board about the Tax Exempt Qualification and the Robinson Memorial bond issuance during his May 19th meeting.
2. The Board of Commissioners noted that the City of Ravenna has agreed by Ordinance to reimburse the county for one-half of the invoice for the recent repair of the Freedom Secondary Line at Day Street. Once the Board receives official notice from the city, they will inquire again about the Line Debt Payment, which is due to the city.
3. On April 26, 2011, the Portage County Board of Commissioners adopted Resolution No. 11-0374, authorizing the hire of Attorney Ron Habowski to provide legal counsel for **all** of the departmental labor negotiations, effective May 1, 2011. Today, the Board of Commissioners agreed to use a \$90 per hour chargeback for reimbursements to the Portage County General Fund by JV/Journal Entry

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11:40 AM 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 hiring issue. **Also present: Audrey Tillis, Karen U'Halie, Jeff Lonzrick, Bill Steiner.**
Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

12:15 PM AM Upon conclusion of the above referenced discussion, it was moved by **Tommie Jo Marsilio**, seconded by **Christopher Smeiles** that the Board of Commissioners moves out of executive session. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

After exiting executive session, the Board took action by Journal Entry.

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12:15 PM Lunch Recess
1:10 PM Board of Commissioners Reconvened
Commissioner Marsilio not attending

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DOG WARDEN

Present: Dave McIntyre

1. **Rabies Clinic April 16th, 2011**
The Clinic hosted 156 dogs and cats at \$10 per shot; Dr. Paroff attending. There was traffic in the facility and staff sold several licenses.

2. One of a kind Spay/ Neuter

The Dog Warden met with One of a Kind, which is a Spay/ Neuter Clinic in Akron. This is a new facility looking for clients. The Dog Warden is looking into this program to determine if they can provide spay/neuter services more cheaply than the current provider, which is located in Portage County.

3. Kennel Numbers Year to Date:

- a. 313 Intakes of Dogs
- b. 26 Intakes of Pit Bull Dogs
- c. Adoptions Year to Date is at 84, Rescued dogs at 78, and Dogs returned to owner is at 84

4. License Renewal printout

2289 residents have been contacted by staff at this time; those contacts were made to residents who bought a dog license last year but not this year. Staff has found identified 784 residents who did not buy dog licenses by from making phone calls and with officers following up on bad phone numbers.

5. Meeting with APL President Karen Carmany 4/25/2011

The Dog Warden met with Ms. Carmany and discussed the letter the Board of Commissioners sent to the APL regarding the Humane Officer. The Dog Warden believes that, together the two offices can do great things.

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1:22 PM 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 compensation issue and a hiring issue. **Also present: Dog Warden Dave McIntyre.** Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Absent; Maureen T. Frederick, Yea.

1:45 PM Upon conclusion of the above referenced discussion, it was moved by **Christopher Smeiles**, seconded by **Maureen T. Frederick** that the Board of Commissioners moves out of executive session. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Absent; Maureen T. Frederick, Yea.

After exiting executive session, the Board took action by Journal Entry.

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OFFICE OF HOMELAND SECURITY & EMERGENCY MANAGEMENT

Present: Jon Barber

The Director advised that the radiological fallout zone has been expanded to 50 miles to include Portage County for the Perry and Beaver Valley Power Plants. Federal funding is available and the Director will explore that funding avenue.

The Director reported that the killing of Bin Laden brings to light that residents must be vigilant and report any suspicious activity. He added that the Berlin Dam has been shut down and concrete barrels have been set up at the Arsenal.

2:00 PM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Christopher Smeiles**, seconded by **Maureen T. Frederick** that the Board of Commissioners move into executive session to discuss details of security arrangements where disclosure could be expected to jeopardize the security of public offices. **Also present: Homeland Security and Emergency Management Office Director Jon Barber.** Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Absent; Maureen T. Frederick, Yea.

2:25 PM Upon conclusion of the above referenced discussion, it was moved by **Christopher Smeiles**, seconded by **Maureen T. Frederick** that the Board of Commissioners moves out of executive session. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Absent; Maureen T. Frederick, Yea.

After exiting executive session, the Board took no action

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WATER RESOURCES

Present: Jeff Lonzrick

- 1. **SIGNATURES** Approval to fill Project Engineer position/Journal Entry

- 2. **DISCUSSION** The Director advised that he spoke with Joe Hadley of NEFCO who confirmed that the April 21, 2011 correspondence from NEFCO to the Board of Commissioners requesting support for the Middle Cuyahoga River Watershed Action Plan is not a new request. The Board of Commissioners has already approved a total of \$8,000 towards that project, which is paid at \$2,000 per year. This is the third year of that commitment from Water Resources Department funds.

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2:28 PM 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 an employment issue. **Also present: Jeff Lonzrick.** Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Absent; Maureen T. Frederick, Yea.

2:35 PM Upon conclusion of the above referenced discussion, it was moved by **Christopher Smeiles**, seconded by **Maureen T. Frederick** that the Board of Commissioners moves out of executive session. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Absent; Maureen T. Frederick, Yea.

After exiting executive session, the Board took no action.

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DISCUSSION 2011 CDBG PROJECT

Present: Regional Planning Commission Director Todd Peetz, Lisa Reeves

Director Peetz advised that the reduction this year will be about 16% and not 62%, which is good news. Staff expects to hear a final award amount by the end of the month.

2011 Portage County Neighborhood Revitalization Grant - \$100,000

The Board of Commissioners has agreed to provide the match to get another \$350,000 for the installation of approximately 2,600 linear feet of curb along Maple Grove Road in the Village of Windham. Regional Planning Commission to check with Neighborhood Development Services, Inc. to determine what else will be accomplished with that project.

Family and Community Services - \$30,000

The proposed renovation of a house to be used as a shelter (Liberty Home) that benefits homeless female veterans and their children located at 643 Crown Street in Ravenna does not include lead abatement. Regional Planning Commission will get a cost estimate.

Coleman Professional Services - \$32,500

The acquisition/site preparation located at 555 South Water Street in the City of Kent for construction of a 4-unit apartment complex will provide stable and affordable housing for 6 homeless individuals with mental illness from Portage County.

Upper Room Cultural Development Corporation - \$150,000

The project would replace the existing roof and remove existing bar to renovate to usable space for office space, a recreational area; music, art and dance classes, computer lab and before and after school area complete with children's play area. Located at 3090 State Route 59, Ravenna Township (Former Moose Lodge). Regional Planning Commission noted that the area is not LMI although the users may be. The roof will most likely cost more than anticipated. Staff to work with the applicant to identify the users.

Downtown Mantua Revitalization Corporation - \$75,187

This project would pave the parking area surrounding Hammel's Retail, Moceny's Retail and Jake's Restaurant, install new stairway to connect the parking lot with the upper sidewalk in the area behind Hammel's retail area and install a retaining wall east of Jakes Restaurant located in the Village of Mantua. The Board of Commissioners agreed that the project is not eligible since the property owners would benefit. Regional Planning Commission agreed to work with the group to identify eligible projects and funding sources.

Deerfield Historical Society - \$41,740

This project would preserve an 1840's house known as the Stone house located at 9488 State Route 224. Regional Planning Commission to make certain that there are no environmental issues, such as lead abatement, present.

Regional Planning Commission will get additional information for the Board of Commissioners before the Board makes its final decision by May 12th.

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RESOLUTION No. 11-0386 - 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 May 3, 2011 in the total payment amount of **\$722,531.74 for Funds 0001-8105** 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:

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

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RESOLUTION No. 11-0387 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

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

WHEREAS, the Ohio Revised Code requires that warrants be approved by the Board of Commissioners prior to their issuance, and

WHEREAS, there are other similar financial transactions defined as journal vouchers/entries that are dissimilar in that they are used to pay for charges for services from one county department and/or fund to another department and/or fund and thus are processed in lieu of issuing a warrant, and

WHEREAS, the Journal Vouchers/Entries are recommended by the County Auditor’s Office for review and approval by the Board of Commissioners; now therefore be it

RESOLVED, that the Board of Commissioners approves the following Journal Vouchers/Entries as presented by the County Auditor’s Office:

05/03/11	40	\$ 20,740.68
05/03/11	39	51,054.03
05/03/11	38	31,055.26
Total		\$ 102,849.97

and be it further

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

Roll call vote as follows:

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

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RESOLUTION No. 11-0388 - 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 **\$1,878.21** as set forth in Exhibit “A” dated **May 3, 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:

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

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RESOLUTION No. 11-0389 - RE: ACCEPT AND AWARD THE BID OF NORTHSTAR ASPHALT, INC. TO RELOCATE 12” WATERMAIN AS

**PART OF THE POWDERMILL ROAD IMPROVEMENTS
PROJECT, LOCATED IN FRANKLIN TOWNSHIP,
PORTAGE COUNTY, OHIO.**

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

- WHEREAS,** Franklin Township received notice of financial assistance from the Ohio Public Works Commission for the *Powdermill Road Improvements Project*, and
- WHEREAS,** Resolution No. 10-0089 authorized the Portage County Engineer, acting on behalf of Franklin Township, to enter into an Engineering Agreement with M. Neff Design Group to provide engineering services for the *Powdermill Road Improvements Project*, and
- WHEREAS,** the construction of the *Powdermill Road Improvement Project* will require relocation of a 12" water main that is owned and maintained by the Board of Portage County Commissioners, and
- WHEREAS,** on September 14, 2010, the Board of Portage County Commissioners accepted the recommendation of Water Resources Department Director, Harold Huff, and agreed, by Journal Entry, to reimburse Franklin Township the cost of the lowering of the water line in the *Powdermill Road Improvement Project* in an amount not to exceed \$28,000, and
- WHEREAS,** the Board of Portage County Commissioners is now requested to directly pay the contractor for all work associated with the relocation of the 12" water main, and
- WHEREAS,** eight (8) sealed bids were received by the Franklin Township Trustees, tabulated and recorded on March 8, 2011 for furnishing all labor, materials and equipment necessary to complete the project known as the *Powdermill Road Improvements Project*, and
- WHEREAS,** based upon the tabulation of said bids, the lowest bid received was submitted by The *Northstar Asphalt, Inc.*, P.O. Box 2646, North Canton, Ohio 44720, for \$287,040.00 to improve the road and \$27,690.00 to relocate the water main at a total cost of \$314,730.00; and
- WHEREAS,** after reviewing said bids, it was the recommendation of the Franklin Township Trustees that the bid of *Northstar Asphalt, Inc.* be accepted as the lowest and best bid received and agree to pay \$287,040.00 to improve the road; now therefore be it
- RESOLVED,** that the bid of *Northstar Asphalt, Inc.* be accepted and awarded as the lowest and best bid received in accordance with specifications and plans prepared for the

RESOLVED,

that the bid of **HD Supply Waterworks, 320 Tallmadge Road, Kent, Ohio 44240** be accepted as the lowest and best bid received for furnishing **CORRUGATED METAL PIPE** AND **ALUMINIZED STEEL PIPE**, per specifications, as follows:

Corrugated Metal Pipe (CMP) Aluminized Steel Pipe (AS)	CMP (Per Ft.)	Bands (Each)	AS (Per Ft)	Bands (Each)
12", 16 Ga.	7.62	7.62	8.00	8.00
15", 16 Ga.	9.45	9.45	9.90	9.90
18", 16 Ga.	11.25	11.25	11.81	11.81
21", 14 Ga.	16.65	16.65	17.43	17.43
24", 14 Ga.	18.96	18.96	19.84	19.84
30", 14 Ga.	23.60	23.60	24.69	24.69
36", 12 Ga.	38.76	38.76	40.57	40.57
48", 12 Ga.	51.46	51.46	53.85	53.85

and be it further

RESOLVED,

that the bid of **Haviland Drainage Products, 100 West Main Street, Haviland, Ohio 45851** be accepted as the lowest and best bid received for furnishing **PLASTIC PIPE**, per specifications, as follows:

Plastic Pipe	PP (Per Foot)	Bands/Connectors (Each)
12"	4.00	Included
15"	5.15	Included
18"	8.02	Included
24"	12.33	Included
36"	23.28	Included
48"	37.50	Included

and be it further

Voice vote was as follows:

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

Tommie Jo Marsilio, Yea;

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RESOLUTION No. 11-0391

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RE:

APPOINTMENT TO THE PORTAGE COUNTY MENTAL HEALTH AND RECOVERY BOARD.

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

WHEREAS, Ohio Revised Code 340.02 indicates the members of the Mental Health and Recovery Board of Portage County will be residents of the district and shall be interested in mental health programs and facilities or in alcohol or drug addition programs; and

WHEREAS, each year each board member shall attend at least one in-service training session provided or approved by the department of mental health or the department of alcohol and drug addition; and

RESOLVED, that the Portage County Board of Commissioners does hereby appoint the following member for terms of four years with a term beginning July 1, 2011 and expiring June 30, 2015:

Audrey Kessler
1638 S. Lincoln St.
Kent, OH 44240

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:

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

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**RESOLUTION No. 11-0392 - RE: PORTAGE COUNTY APPOINTMENTS TO THE
GEAUGA-ASHTABULA-PORTAGE PARTNERSHIP
WORKFORCE INVESTMENT BOARD (GAPP WIB).**

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

WHEREAS, the Portage County Board of Commissioners, in collaboration with the Boards of Commissioners from Geauga County and Ashtabula County, created a three county Regional Workforce Investment Area and Workforce Investment Board, in conjunction with the Federal Workforce Act of 1998, called the GAPP WIB; now therefore be it

RESOLVED, that the Portage County Board of Commissioners re-appoints the following to the Geauga-Ashtabula-Portage Partnership Workforce Investment Board (GAPP WIB) for a three -year term effective July 1, 2011 and ending on June 30, 2014:

Category	Name	Agency/Business
Business	Mark Frisone, Executive Director	Family & Community Services, Inc. 705 Oakwood Ravenna, OH 44266

;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:

Maureen T. Frederick, Yea;

Tommie Jo Marsilio, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 11-0393

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RE:

A RESOLUTION TO AUTHORIZE THE PORTAGE COUNTY ENGINEER TO EXECUTE THE PRELIMINARY LEGISLATION AGREEMENT WITH THE DIRECTOR OF THE OHIO DEPARTMENT OF TRANSPORTATION FOR THE PROJECT KNOWN AS THE POR-RANDOLPH ROAD FROM STATE ROUTE 532 TO MARTIN ROAD IN MOGADORE VILLAGE AND SUFFIELD TOWNSHIP, PORTAGE COUNTY.

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

WHEREAS,

the Village of Mogadore has received federal funds through the Akron Metropolitan Area Transportation Study (AMATS) to resurface Randolph Road, from State Route 532 to Martin Road (TH 8), in the Village of Mogadore and Suffield Township, and

WHEREAS,

a small portion of the resurfacing project lies outside the Village of Mogadore and within Right of Way of Randolph Road (CH 10) that is owned and maintained by Portage County, and

WHEREAS,

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

WHEREAS, the Preliminary Legislation gives consent to the Director of Transportation to directly oversee completion of said project within Portage County Right of Way, now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby authorize the Portage County Engineer to enter into the Preliminary Legislation Agreement with the Director of the Ohio Department of Transportation to directly oversee completion of POR-Randolph Road within Portage County Right of Way.

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:

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

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RESOLUTION No. 11-0394 - RE: DECLARE CT CONSULTANTS MOST QUALIFIED FIRM AS A RESULT OF REVIEW AND ANALYSIS OF QUALIFICATIONS AND ENTER INTO NEGOTIATIONS FOR PROFESSIONAL SERVICES FOR THE PROJECT KNOWN AS THE HIRAM HIKE AND BIKE TRAIL FEASIBILITY STUDY.

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

WHEREAS, Hiram College has secured 100% Federal Funding to perform a Feasibility Study to evaluate alternative locations for a Hike and Bike Trail from Hiram College to Headwater Trail with connection with the Barrow Biological Field Station, and

WHEREAS, Commissioners' Resolution #11-0086, adopted on January 27, 2011, authorized the Portage County Engineer to execute a Letter of Understanding with Hiram College to act on their behalf as the Local Public Agency (LPA) for the **Hiram Hike and Bike Trail Feasibility Study**, and

WHEREAS, the Portage County Engineer has received the Preliminary Legislation from the Director of the Ohio Department of Transportation for this project which gives them access to the federal funds to pay the consultant and authority to oversee the project, and

WHEREAS, the announcement requesting proposals for said project was posted on the Ohio Department of Transportation website, and

the three deputies that are already employed and assigned to teach the DARE curriculum in grades Kindergarten through 8th grade; now therefore be it

RESOLVED, that the Board of Commissioners does hereby give approval and support to the Portage County Sheriff for the electronic submittal of the FY 2011 – 2012 Drug Use Prevention (DARE) Grant Electronic Application **for a total of \$77,856.00; which includes the necessary matching funding of \$38,928.00** being provided from the Sheriff's existing funds for grant period September 1, 2011 through August 31, 2012; and be it further

RESOLVED, that the Board of Commissioners authorizes the electronic submission of this grant as presented by the Portage County Sheriff; and be it further

RESOLVED, that a certified copy of this resolution be filed with the Portage County Department of Budget & Financial Management, the Portage County Sheriff's Department and the Portage County Auditor's Office; and be it further

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

Voice vote was as follows:

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

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RESOLUTION No. 11-0396 - RE: APPROVE PLANS AND SPECIFICATIONS AND SET DATE FOR ACCEPTING BIDS FOR THE WATERLOO ROAD RESURFACING PROJECT, LOCATED IN THE TOWNSHIPS OF SUFFIELD AND RANDOLPH, PORTAGE COUNTY.

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

WHEREAS, the Portage County Engineer has secured Ohio Public Works Commission (OPWC) funding to help offset the cost of the Waterloo Road Resurfacing Project, located in the Townships of Suffield and Randolph, Portage County, and

WHEREAS, plans and specifications for this project have now been completed and are on file with the Portage County Commissioners and the Portage County Engineer; now therefore be it

RESOLVED, that plans and specifications, as submitted, are approved for furnishing all labor, materials and equipment necessary for the resurfacing of Waterloo Road, from the Summit County Line to U.S. 224 (6.19 Miles); and be it further

RESOLVED, that sealed bids will be accepted by the Portage County Director of Internal Services, 7th Floor, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio 44266 until **3:00 P.M.**, Local Time, **Wednesday, May 25, 2011**; and be it further

RESOLVED, that Notice of Receiving Bids shall be published in the Record Courier on **May 6, 2011** and **May 13, 2011** and a copy thereof be posted on the Official Bulletin Board of the Board of Portage County Commissioners forthwith, and be it further

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

Voice vote as follows:

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

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RESOLUTION No. 11-0397 - RE: AUTHORIZE PAYMENT OF CLAIM ON RELEASE AND SETTLEMENT FOR HOWARD COLES.

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

WHEREAS, Howard Coles is the owner of real property located at 3732 St. Rt. 43, Brimfield, Ohio and

WHEREAS, Howard Coles claims damages from a sewage back-up that occurred at the residence located at 3732 St. Rt. 43, Brimfield on January 8, 2011; now therefore be it

RESOLVED, that the Portage County Board of Commissioners authorizes payment of the claim on the release and settlement for Howard Coles, 3732 St. Rt. 43, Brimfield, Ohio in the amount of Five thousand, five hundred-sixty and 94/100 Dollars (\$5,560.94); 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

resurfacing project located in the townships of Suffield and Randolph, Portage County
(County Engineer)./11-396

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INCOMING CORRESPONDENCE

May 3, 2011

1. Discussion: Hiram Annexation. Board to consider on Thursday, May 5th
2. April 27, 2011 correspondence from Rebecca Bralek, Portage County Combined General Health District, including the March 2011 Stormwater Program statistics/Journal Entry. Commissioner Frederick wondered what money is available for assistance through the Storm Water Program and the status of the Regional Planning Commission agreement for services. She asked what alternatives homeowners have in dealing with the Health Department. Commissioner Smeiles responded that the Health Department works with the homeowner and gives great latitude for a remedy.
3. April 25, 2011 correspondence from Judge Kevin Poland, Kent Municipal Court, regarding personnel/Clerk to draft a response
4. April 28, 2011 e-mail from County Auditor Janet Esposito, regarding Financial Network of America/Bring back on May 5th for discussion.
5. Discussion: Chesapeake Energy request for a meeting/Clerk to schedule.
6. April 28, 2011 correspondence from Judge Paula Giulitto, Domestic Relations Court regarding framed photographs of retired judges/Clerk to draft a response
7. April 27, 2011 memo from Nancy Dailey, WIC, regarding (1) the resignation of Shelley Toot effective May 3, 2011 and (2) replacing the peer helper in the Lisbon office/Journal Entry.
8. April 28, 2011 correspondence from Jen King, Neighborhood Development Services, regarding Terrill Suites. Objections must be submitted within 30 days of receipt of notice/Journal Entry.

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JOURNAL ENTRY

May 3, 2011

1. The Board of Commissioners received the Kennel Disposition Report for April 18, 2011 through April 24, 2011 as presented by Dave McIntyre, Dog Warden.
2. The Board of Commissioners acknowledged receipt of the April 27, 2011 Certificate of County Auditor that the Total Appropriations from each fund do not exceed the Official Estimate Resources for the fiscal year beginning January 1, 2011 as presented by the Portage County Auditor's Office.

3. Board of Commissioners' authorization requested to allow use of the 3rd Floor Veteran Services Office (Room 361) on Monday, May 23, 2011 from 4:30-7:00 PM for a Commission Meeting as requested by Robert Park, Veteran Services.

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REFERRED

May 3, 2011

1. April 22, 2011 correspondence from Michael Hiler, Ohio Department of Development, regarding the Technical Assistance visit on April 13, 2011 for Grant no. B-Z-008-1CJ-1. Referred to Regional Planning Commission and Department of Budget & Financial Management.

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PLEASE ADD TO THE AGENDA

May 3, 2011

1. Generations HealthCare Invoice/Commissioner Frederick advised that she spoke with Mike Coury about the Board of Commissioners' request for additional information and he advised that he cannot provide what is being asked because he does not keep that type of record, they do not keep that detailed of a record for billing. Mr. Coury indicated that he has provided as much documentation as he had and listed everything. Mr. Coury also noted that there were several occasions that Generations was not paid, or forewent payment so that the Woodlands staff could be paid. The Board of Commissioners contacted Mr. Coury by telephone and agreed to approve payment of Generations Invoice Number 1278 for \$12,000 for consulting services in March 2011. The Board of Commissioners advised Mike Coury that the Nursing Home Administrator is to review and approve the April invoice before that invoice is submitted for payment. Mr. Coury also agreed to contact the Nursing Home Administrator to discuss her request for budget information/Journal Entry.
2. April 27, 2011 correspondence from Judge Laurie Pittman, Common Pleas Court, regarding courthouse security/Board of Commissioners to draft a response.
3. May 2, 2011 e-mail from Commissioner Frederick, regarding payroll/Hold for May 5th discussion.
4. Authorize payment of claim on release and settlement for Howard Coles, as presented by JoAnn Townend/11-0397

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INFORMATION ONLY

May 3, 2011

1. Human Resources Department Director Karen U'Halie advises she has made contact with Nicholas Codrea and referred him to The Willis Group.

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PROSECUTOR

May 3, 2011

1. April 28, 2011 confidential correspondence from Leigh Prugh, regarding NACo and Caremark PCS Health P.C. agreement/Add to Denise Smith's May 10th agenda for discussion.

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JOURNAL ENTRY

May 3, 2011

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

1. The Board of Commissioners acknowledged the receipt of the Kennel Disposition Report for April 18, 2011 through April 24, 2011, as presented by Dog Warden Dave McIntyre.
2. The Board of Commissioners acknowledged the receipt of the April 27, 2011 Certificate of County Auditor that the Total Appropriations from each fund do not exceed the Official Estimate Resources for the fiscal year beginning January 1, 2011, as presented by the Portage County Auditor.
3. The Board of Commissioners authorized the use of the 3rd Floor Veteran Services Office (Room 361) on Monday, May 23, 2011 from 4:30-7:00 PM for a Commission Meeting, as requested by Robert Park, Veteran Services.
4. The Board of Commissioners accepted the recommendation of Water Resources Department Interim Director Jeff Lonzrick and authorized the hire of James Greener as a Project Engineer for the Water Resources Department beginning May 9, 2011 at \$21.91 per hour. The Director advised the Board that Mr. Greener is currently a part-time Water Resources Department employee who has already successfully completed his drug and alcohol testing, as well as the motor vehicle record check.
5. The Board of Commissioners authorized the purchase of flowers and flower pots for the Nursing Home at a cost not to exceed \$200 from Eagle Creek Growers. The Board of Commissioners noted that Commissioner Marsilio has coordinated with the Freedom House Veterans to plant the flowers at The Woodlands at Robinson.
6. The Board of Commissioners accepted the recommendation of The Woodlands at Robinson Nursing Home Administrator and authorized the purchase of two wireless cards (data cards) from the Sprint Nextel Corp for use by residents for internet access at a cost of \$85.26 per month.
7. After meeting in an Executive Session today with The Woodlands at Robinson representatives, the Board of Commissioners accepted their recommendation and approved the following actions:

- a. Accept the verbal resignation of STNA Michelle Kettler, effective May 2, 2011
 - b. Authorize the replacement of Michelle Kettler with a full-time STNA position and post internally
 - c. Authorize replacement of full-time STNA Tonya Brookover, who was transferred to the Activities Department
 - d. Authorize the transfer current full-time RN Supervisor Crystal Trussel to the full-time RN Restorative/MDS position
 - e. Authorize the external advertisement of the RN Supervisor position vacancy
8. After meeting in an Executive Session today with Department of Budget & Financial Management Director Audrey Tillis, Human Resources Department Director Karen U'Halie, Solid Waste Management District Director Bill Steiner and Water Resources Department Director Jeff Lonzrick, the Board of Commissioners agreed to continue with the Department of Budget & Financial Management re-organization and the consolidation of accounting functions for the Solid Waste Management District, Water Resources Department, Human Resources Department and other select departments under the Board of Commissioners.

The Board of Commissioners also authorized the relocation of Water Resources Department staff from the third floor of the Portage County Administration Building to the Water Resources Department Lab on Infirmity Road in Shalersville. The Department of Budget & Financial Management will move into the third floor area vacated by the Water Resources Department.

9. After meeting in an Executive Session today with Department of Budget & Financial Management Director Audrey Tillis, Human Resources Department Director Karen U'Halie, Solid Waste Management District Director Bill Steiner and Water Resources Department Director Jeff Lonzrick, the Board of Commissioners accepted Director Tillis' recommendation and authorized the hire of John Leskovyansky Jr. as the Accountant and Budget Analyst for the Department of Budget & Financial Management, contingent upon the applicant passing a pre-employment physical and drug screen and motor vehicle record check, if applicable. The Board of Commissioners agreed to a May 16, 2011 start date as a DATA 5- Grade B with a 120 day probation period.
10. On April 26, 2011, the Portage County Board of Commissioners adopted Resolution No. 11-0374, authorizing the hire of Attorney Ron Habowski to provide legal counsel for **all** of the departmental labor negotiations, effective May 1, 2011. Today, the Board of Commissioners agreed to use a \$90/hour chargeback for reimbursements to the Portage County General Fund by Journal Voucher, as recommended by Director Audrey Tillis.
11. The Board of Commissioners accepted the recommendation of Dog Warden Dave McIntyre and authorized the hire of Carol Fromhercz as a part-time Dog Warden, contingent upon the applicant passing a pre-employment physical and drug screen and motor vehicle record check, if applicable.
12. The Board of Commissioners acknowledged the receipt of the Portage County Combined General Health District Stormwater Program Statistics for March 2011.

13. The Board of Commissioners approved payment of Generations Invoice Number 1278 for \$12,000 for consulting services in March 2011. The Board of Commissioners advised Mr. Coury that the Nursing Home Administrator is to review and approve the April invoice before that invoice is submitted for payment.
14. The Board of Commissioners accepted the resignation of WIC part-time Peer Helper Shelley Toot, effective May 3, 2011, as presented by Nancy Dailey, WIC Program Manager.
15. The Board of Commissioners authorized WIC Program Manager Nancy Dailey to begin the process to replace Shelley Toot as a peer helper in the Lisbon WIC Office, as recommended by Ms. Dailey. The Board of Commissioners noted that the funds for this replacement are within the WIC FY 2011 grant allocation.
16. The Board of Commissioners acknowledged the receipt of the April 28, 2011 correspondence from Jen King, Neighborhood Development Services, advising that the Board of Commissioners has 30 days to submit comments to the Ohio Housing Finance Agency on the proposed Terrill Suites Project to be located at 856 Cleveland Road in Ravenna.
17. The Board of Commissioners approved the modification of the Chief Dog Warden Job Description, as revised by Human Resources Department Director Karen U'Halie. The Board agreed that this position factored as an MGT 6.

In addition, the Board of Commissioners agreed to immediately move Dog Warden Dave McIntyre to the appropriate MGT 6 scale at \$23.00 per hour with incremental adjustments over the next 12 months.

Commissioner Marsilio absent, motion carries.

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We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting on **May 3, 2011**. There being no further business to come before the Board, it was moved by Christopher Smeiles, seconded by Maureen T. Frederick to adjourn the official meeting at 3:20 PM Commissioner Marsilio absent, motion carries.

Maureen T. Frederick, President

Tommie Jo Marsilio, Vice-President

Christopher Smeiles, Board Member

Deborah Mazanec, Clerk

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