

Tuesday, May 24, 2011

The Board of County Commissioners met in regular session on **Tuesday, May 24, 2011 at 9:50 AM** with the following members present:

Maureen T. Frederick

Tommie Jo Marsilio

Christopher Smeiles

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It was moved by Tommie Jo Marsilio, seconded by Maureen T. Frederick to approve the meeting minutes of the May 19, 2011 meeting. All in favor, motion carries

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

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PUBLIC COMMENT PERIOD

Members of the Kent Environmental Council are attending this morning to encourage the Board of Commissioners to oppose hydraulic fracturing (fracking) until additional and updated safeguards are in place.

Ted Voneida stated that the Kent Environmental Council is unanimously opposed to fracking in Portage County until the state rules are updated. He added that the current technology is very far ahead of the regulations in place. The EPA is working to update the regulations, which may be in place in 2012. Mr. Voneida noted that the Board of Commissioners was copied on a correspondence from Charles Frederick, KEC Chair, to the Park District about proposed drilling near Towner's Woods.

Barbara Brovarone commented that she and her neighbors voted not to lease their lake for drilling and urged the Board of Commissioners to do what is in their power to protect the Portage County environment. She handed out a FRAC FAQ's sheet.

Mr. Voneida stated that he and other Twin Lakes property owners also voted not to participate in a drilling lease.

Commissioner Frederick stated that the ODNR is the permit issuer. Commissioner Smeiles noted that there are conventional wells on the Towner's Woods site; Mr. Voneida confirmed that there is no problem with the conventional wells.

John Brovarone stated that the oil companies are out for fast, easy profits and accept no responsibility for the outcome of the drilling process. He referred to an event of well poisoning in Towanda, Pennsylvania and would like to see fracking stop until the necessary regulations catch up.

A May 24th correspondence from Charles Frederick to the Board of Commissioners was handed to each Commissioner.

The Board of Commissioners thanked the group for attending.

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THE WOODLANDS AT ROBINSON

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

The Nursing Home Administrator reported a census today of 86 with 26 skilled residents. The goal is to reach a census of 90 by the end of this week.

The Nursing Home Administrator advised that she purchased five new wheelchairs and cushions as well as a dry erase board to track census.

The Board of Commissioners agreed to revise an April 5, 2011 Journal Entry that authorized the Nursing Home Administrator to expend up to \$2,500 for necessary emergency repairs to include authorization to purchase necessary and appropriate equipment, expending up to \$2,500, after obtaining three quotes/Journal Entry

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10:10 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 and a compensation issue. **Also present: Christa Mayes, Allison Goudy and Karen U'Halie.** Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

11:10 AM Staff left the Executive Session

11:15 AM Upon conclusion of the above referenced discussion, it was moved by **Tommie Jo Marsilio**, seconded by **Maureen T. Frederick** that the Board of Commissioners moves out of executive session. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

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

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DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT

Present: Audrey Tillis, Homeland Security and Emergency Management Office Director Jon Barber

RESOLUTIONS

1. General Fund Amendments to the Annual Appropriation Resolution/11-0458:
 - a. Commissioner Other, Supplemental Contingency Transfer –
 - i. Sheriff, Road Retirement Payout
 - ii. Board of Elections, Revenue Adj. – Postage
 - iii. Termination Payoff Muni. Court
 - b. Municipal Court, Supplemental/ Transfer – Additional need and Retirement Payout
 - c. Sheriff- Road Deputies, Supplemental – Retirement Payoff
 - d. Board of Elections, Supplemental – Revenue Adjustment – State Postage Reimb.

2. Other Funds Amendments to the Annual Appropriation Resolution/11-0459:
 - a. 1112, Sheriff Inmate Commissary – Transfer. Transfer for equipment

- b. 1415, Child Welfare – Special Levy - Supplemental, Projected Need
 - c. 3170, SA StS Bond 1999, Supplemental, Anticipated Expense
 - d. 5705, Sts Trunk Rehabilitation, Supplemental – Expenses Less than Anticipated
 - e. 7002, Central Vehicle Maintenance, Transfer – Transfer to Material Line
 - f. 7201, WC RR P General Administration, Supplemental – Adjust to Actual.
 - g. 7202, WC Retro Rating Plan 2003, Supplemental – Adjust to Actual
 - h. 7212, WC Retro Rating Plan 2002, Supplemental – Adjust to Actual
 - i. 7214, WC Retro Rating Plan 2005, Supplemental – Adjust to Actual
 - j. 7215, WC Retro Rating Plan 2006, Supplemental – Adjust to Actual
 - k. 7216, WC Retro Rating Plan 2007, Supplemental – Adjust to Actual
 - l. 7219, WC Retro Rating Plan 2010, Supplemental – Adjust to Actual
- 3. Create Fund 4219, Coit Road Bridge Replacement/11-0460
 - 4. Create Fund 4220, Eberly Road Bridge Replacement/11-0461
 - 5. Close Fund 7211, WC Retro Rating Plan 2001/11-0462

OTHER

- 6. Journal entry approval:
 - a. Grant 2009-RA-A02-2323 2 Month “No Cost Extension”
- 7. Discussion
 - a. Habitat for Humanity: Deed-in-Lieu for 1462 Hillcrest Drive in Atwater. Commissioner Marsilio noted that this would avoid foreclosure with the deed being signed back to Habitat. The Director recommended that the Board of Commissioners agree to move forward with an MOU/Journal Entry
 - b. DBFM Re-organization – The Director noted that Denise Smith has advised that it is within the Board’s discretion to determine what accounting mechanism will be used. The Board of Commissioners agreed to have the Director begin the process to set up and internal service fund in accordance with the Prosecutor’s direction.
 - c. Portage County Regional Airport FAA Grant – the Director noted that the Airport has changed the grant focus to rehabilitation and drainage. Commissioner Smeiles responded that the draft deed language presented by Attorney Dave Brode may be a problem if the plan is to use the land as the local match for this grant. The Board agreed to hold this discussion until May 26th.

UPDATES

- 8. Pending/Upcoming Budget Adjustments
 - a. Portage County Prosecutor’s Office – JFS Contract Revenues
 - b. Domestic Relations – Copier Lease Correction
 - c. General Fund Retirement/ Separation Payouts
 - i. Coroner’s Office – 1 Employee
The Commissioners noted that they have a letter going to the Coroner regarding his proposed sick leave conversion policy. The Board of Commissioners wondered if the Coroner had considered reducing the hours of a recently retired/rehired employee from

full-time to save some money. The Board also noted that they have routinely reduced retired/rehired employee's hourly rate by 5% and wondered if the Coroner had considered that option, as well.

ii. Municipal Court – 1 Employee (In Current Appropriations)

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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 compensation issue and a hiring/reorganization issue. **Also present: Audrey Tillis, Jon Barber.** Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

1:25 PM 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 no action.

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PROSECUTOR

Present: Denise Smith, Victor Viglucci

1:25 PM Board of Commissioners recessed to meet with their legal counsel.

2:20 PM Board of Commissioners reconvened their regular meeting

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BUILDING DEPARTMENT - Cancelled

Present: Bob Wrentmore

The Board of Commissioners accepted the recommendation of the CBO and agreed to enter into agreements with Garrettsville, Mantua and Windham for enforcement of the Residential Building Code of Ohio/11-0463, 0464, and 0465.

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WATER RESOURCES

Present: Jeff Lonzrick, Audrey Tillis

1. **RESOLUTION** - Authorizing the preparation of plans, specifications and estimate of cost for project No. PC (11-050), Portage County Water Resources administrative offices expansion, in the Streetsboro Sanitary Sewer District No.4 and the Portage County Regional Sewer District, Shalersville Township/11-0466.
2. **RESOLUTION** - Request for approval to solicit qualification for professional architectural services for Portage County Water Resources Department administrative offices expansion at 8116 Infirmiry Road, Shalersville Township/11-0467

3. **MEMO** - Combination of Sanitary Sewer Districts. Referring to the Prosecutor's September 21, 2010 correspondence, Director Lonzrick noted that, should the Board agree to move forward with combining the Portage County Regional Sewer District and the Streetsboro Sanitary Sewer District No. 4, the Board of Commissioners would decide on a title for the new sewer district, work with the Prosecutor's Office to create the necessary resolutions and then work with the Auditor's Office to make the transition that could be effective January 1, 2012. Commissioner Smeiles spoke in favor of the combination, noting that it would streamline the department and the paperwork but also save the rate payers. Commissioner Frederick stated that it is a good idea to conserve with this economy of scale, which will be beneficial. Commissioner Marsilio agreed noting that she would like to hear public comment and feedback on the proposal/Journal Entry

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2:25 PM 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 an employment issue. **Also present: Jeff Lonzrick and Audrey Tillis**. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

2:50 PM 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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RESOLUTION No. 11-0450 - **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 24, 2011 in the total payment amount of **\$322,632.92 for Funds 0001-8101** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

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

Roll call vote as follows:

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

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RESOLUTION No. 11-0451 - 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:

05/24/11	897	\$10,926.56
05/24/11	896	6,111.60
05/24/11	895	327,155.00
05/24/11	893	485.95
05/24/11	891	10,584.42
Total		\$ 355,263.53

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. 11-0452 - 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 **\$123.60** as set forth in Exhibit “A” dated **May 24, 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. 11-0453 – Number assigned and not used.

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RESOLUTION No. 11-0454 - RE: ACCEPT PROPOSAL OF *FLOYD BROWNE GROUP* AND ENTER INTO AGREEMENT FOR PROVIDING PROFESSIONAL ENGINEERING SERVICES FOR THE PROJECT KNOWN AS GILBERT ROAD (TH 188) REHABILITATION IN PARIS TOWNSHIP, PORTAGE COUNTY

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

WHEREAS, the Portage County Board of Commissioners, by Resolution No. 10-1052, authorized the announcement of the request for proposals for professional services for the project known as *Gilbert Road (TH 188) Improvements*; and

WHEREAS, the Portage County Board of Commissioners authorized the Portage County Engineer, by Resolution No. 11-0108, to enter into contract negotiations between the Portage County Commissioners and Floyd Browne Group to provide

professional Engineering Services for the project known as *Gilbert Road (TH 188) Improvements*; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby accept the proposal of Floyd Browne Group and authorizes the Portage County Engineer to enter into an engineering agreement for providing professional services for the project known as *Gilbert Road (TH 188) Improvements*; and be it further

RESOLVED, that said professional services will be performed by Floyd Browne Group, 450 Grant Street, Akron, OH 44311 for a Lump Sum of \$31,995.50; and be it further

RESOLVED, that the Portage County 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. 11-0455 - RE: WIRE TRANSFER 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 Department of Budget & Financial Management or other designee on May 24, 2011 in the total payment amount as follows:

- 1) \$15,525.00 to the Bank of New York Mellon for various purpose bond, PORVAR01; and
- 2) \$91,708.13 to The Bank of New York Mellon general obligation bond series PORTGOB2004; and
- 3) \$177,900.00 to Huntington National Bank for various purpose improvement refunding bond series 2006 PORTGEVPRF06; and
- 4) \$81,213.75 to Huntington National Bank for various purpose bond series PORTAGEVP07; and
- 5) \$442,675.16 to Huntington National Bank for various purpose improvement and refunding bond series 2010 – PORTGEVPRF10; and

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 authorizes the wire transfers for the payment of bond interest costs as follows, as presented by the Portage County Auditor's Office:

Wire Transfer on Tuesday, May 31, 2011	\$ 15,525.00
Wire Transfer on Tuesday, May 31, 2011	\$ 91,708.13
Wire Transfer on Tuesday, May 31, 2011	\$ 177,900.00
Wire Transfer on Tuesday, May 31, 2011	\$ 81,213.75
Wire Transfer on Tuesday, May 31, 2011	\$ 442,675.16

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. 11-0456

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RE: ACCEPT THE DEED OF AGRICULTURAL EASEMENT FROM FRED J. RODENBUCHER AND GARY RODENBUCHER AND AGREE TO CO-HOLD THE EASEMENT WITH THE OHIO DEPARTMENT OF AGRICULTURE.

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

WHEREAS, the Director of the Ohio Department of Agriculture, with monies from the Clean Ohio Fund, may purchase Agricultural Easements from qualifying land owners through the Ohio Agricultural Easement Purchase Program (AEPP); and

WHEREAS, the Ohio Administrative Code provides that in order for the Ohio Department of Agriculture to purchase an agricultural easement, the applicant sponsor must agree to be named as the local holder of the Deed of Agricultural Easement and share the legal responsibility to monitor, supervise and enforce the provisions of the easement with the Ohio Department of Agriculture; and

WHEREAS, the Board of Commissioners supported the 2009 AEPP applications to Ohio Department of Agriculture for the purchase of agricultural easements, agreeing to

RESOLUTION No. 11-0458

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

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

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

	<u>Increase</u>	<u>Decrease</u>
Fund: 0001 General Fund		
010 Commissioners Other		
00107 Commissioner Other OE	0	14,466
MEMO TOTAL	\$ -	\$ 14,466

Note: Retirement. Pay Sheriff RDRev Adj. BE Postage Term. Payoff Muni Crt

520 Municipal Court		
05204 Municipal Court CS	0	2,500
05205 Municipal Court MS	2,500	-
05200 Municipal Court Retirement	1,200	-
MEMO TOTAL	\$ 3,700	\$ 2,500

Note: needed to cover expenseTermination payoff

700 Sheriff's Department		
07300 Sheriff-Road Deputies Retirement	8,266	-
MEMO TOTAL	\$ 8,266	\$ -

Note: Retirement. payout

902 Board Of Elections		
09024 Board Of Elections CS	5,000	-
MEMO TOTAL	\$ 5,000	\$ -

Note: Revenue adjustment

TOTAL MEMO BALANCE ALL AMENDMENTS	\$ 16,966	\$ 16,966
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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;

RESOLUTION No. 11-0459

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

It was moved by Tommie Jo Marsilio, seconded by Christopher Smeiles 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: 1112 Sheriff Inmate Commissary		
700 Sheriff's Department		
11125 Sheriff Inmate Commissary MS	-	5,000
11126 Sheriff Inmate Commissary CO	5,000	-
MEMO TOTAL	<u><u>\$ 5,000</u></u>	<u><u>\$ 5,000</u></u>

Note: Trf addtl \$ for Eqpt

Fund: 1415 Child Welfare - Special Levy		
051 Job And Family Services		
14153 JFS Child Welfare Levy Fringes	-	59,300
14154 JFS Child Welfare Levy CS	471,455	-
14155 JFS Child Welfare Levy MS	-	21,500
1415D JFS Child Welfare Le Full Time	-	80,000
1415M JFS Child Welfare Le Overtime	-	10,000
1415O JFS Child Welfare Retirement	-	15,000
MEMO TOTAL	<u><u>\$ 471,455</u></u>	<u><u>\$ 185,800</u></u>

Note: Projected expenses

Fund: 3170 SA StS Bond 1999		
010 Commissioners Other		
31708 SA StS Bonds 1999 DS	50	-
MEMO TOTAL	<u><u>\$ 50</u></u>	<u><u>\$ -</u></u>

Note: ANTICIPATED EXPENSE

	<i>Increase</i>	<i>Decrease</i>
Fund: 5705 StS Trunk Rehabilitation		
060 Water Resources		
57056 StS Trunk Rehabilitation CO	-	39,039
MEMO TOTAL	<u>\$ -</u>	<u>\$ 39,039</u>

Note: EXPENSES LESS THAN

Fund: 7002 Central Vehicle Maintenance		
014 Motor Pool		
70024 Motor Pool CS	-	25,000
70025 Motor Pool MS	25,000	-
MEMO TOTAL	<u>\$ 25,000</u>	<u>\$ 25,000</u>

Note: Transfer to material line

Fund: 7201 WC RR P General Administration		
018 Human Resources		
72019 WC RR P General Admin ME	-	679,332
MEMO TOTAL	<u>\$ -</u>	<u>\$ 679,332</u>

Note: Adj. WC Funds to Act

Fund: 7202 WC Retro Rating Plan 2003		
018 Human Resources		
72029 WC Retro Rating Plan 2003 ME	-	49,325
MEMO TOTAL	<u>\$ -</u>	<u>\$ 49,325</u>

Note: Adj. WC Funds to Act

Fund: 7212 WC Retro Rating Plan 2002		
018 Human Resources		
72129 WC Retro Rating Plan 2002 ME	-	50,000
MEMO TOTAL	<u>\$ -</u>	<u>\$ 50,000</u>

Note: Adj. WC Funds to Act

	<i>Increase</i>	<i>Decrease</i>
Fund: 7214 WC Retro Rating Plan 2005		
018 Human Resources		
72149 WC Retro Rating Plan 2005 ME	-	34,386
MEMO TOTAL	<u>\$ -</u>	<u>\$ 34,386</u>

Note: Adj. WC Funds to Act

Fund: 7215 WC Retro Rating Plan 2006		
018 Human Resources		
72159 WC Retro Rating Plan 2006 ME	-	36,620
MEMO TOTAL	<u>\$ -</u>	<u>\$ 36,620</u>

Note: Adj. WC Funds to Act

Fund: 7216 WC Retro Rating Plan 2007		
018 Human Resources		
72169 WC Retro Rating Plan 2007 ME	-	48,558
MEMO TOTAL	<u>\$ -</u>	<u>\$ 48,558</u>

Note: Adj. WC Funds to Act

Fund: 7219 WC Retro Rating Plan 2010		
018 Human Resources		
72194 WC Retro Rating Plan 2009 CS	-	11,715
72199 WC Retro Rating Plan 2009 ME	-	46,702
MEMO TOTAL	<u>\$ -</u>	<u>\$ 58,417</u>

Note: Adj. WC Funds to Act

TOTAL MEMO BALANCE FOR ALL FUNDS	<u>\$ 501,505</u>	<u>\$ 1,211,477</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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RESOLVED, that a certified copy of this resolution be filed with the County Auditor, the County Engineer, and the Department of Budget and Financial Management, and be it further

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

Voice vote as follows:

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

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RESOLUTION No. 11-0462 - RE: CLOSING OF FUND 7211, WC RETRO RATING PLAN 2001

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

WHEREAS, fiscal activity has ceased in Fund 7211, WC Retro Rating Plan 2001, all payments have been made and the Treasurer's Cash Balance is \$0.00; now therefore be it

RESOLVED, that Fund 7211, WC RETRO RATING PLAN 2001 is hereby closed; and be it further

RESOLVED, that a certified copy of this resolution be filed with the County Auditor, the Department of Budget and Financial Management and the Department of Human Resources, 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. 11-0463 - RE: ENTER INTO AN AGREEMENT WITH THE VILLAGE OF GARRETTSVILLE FOR ENFORCEMENT OF THE RESIDENTIAL BUILDING CODE OF OHIO.

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

WHEREAS, the Portage County Commissioners through its certified building department desires to enforce the Residential Code of Ohio for the purpose of providing uniform, standards and requirement for the erection, construction, repair, alteration, and maintenance of residential buildings specified in section 3781.06 of the Revised Code of Ohio; and

WHEREAS, the Village of Garrettsville, Ohio seeks to obtain the authority for enforcement of the provisions of the Residential Code of Ohio through certification by the Ohio Board of Building Standards pursuant to Section 3781.10 (E) of the Revised Code, with the condition that the Portage County, Ohio Residential Building Department exercise the enforcement authority and accept and approve plans and specifications, and make inspections in accordance with the Residential Code of Ohio; and

WHEREAS, the said Board of Building Standards has certified the Portage County, Ohio Residential Building Department to exercise enforcement authority in accordance with the Residential Code of Ohio, effective May 27, 2006, as set forth in said Board's certification rule; and

WHEREAS, the certified county desires and is willing to administer and enforce the Residential Code of Ohio within the limits of said village pursuant to its authority so to do as contained in Chapter 3781 of the Revised Code of Ohio and as granted by the Ohio Board of building Standards; and

WHEREAS, the Village of Garrettsville has passed its Ordinance No. 2006-12 on the 15th day of May, 2006 authorizing the village, through its Mayor and its Clerk to enter into an agreement with certified Portage County, for the enforcement of the Residential Code of Ohio within the limits of said village; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into an agreement with Garrettsville, Ohio to authorize the certified Portage County Building Department to exercise enforcement authority in accordance with the Residential Code of Ohio, effective May 24, 2011, as set forth in said Board's certification rule; 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:

Tommie Jo Marsilio, Yea;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

* * * * *
RESOLUTION No. 11-0464 - RE: ENTER INTO AN AGREEMENT WITH THE VILLAGE OF MANTUA FOR ENFORCEMENT OF THE RESIDENTIAL BUILDING CODE OF OHIO.

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

WHEREAS, the Portage County Commissioners through its certified building department desires to enforce the Residential Code of Ohio for the purpose of providing uniform, standards and requirement for the erection, construction, repair, alteration, and maintenance of residential buildings specified in section 3781.06 of the Revised Code of Ohio; and

WHEREAS, the Village of Mantua, Ohio seeks to obtain the authority for enforcement of the provisions of the Residential Code of Ohio through certification by the Ohio Board of Building Standards pursuant to Section 3781.10 (E) of the Revised Code, with the condition that the Portage County, Ohio Residential Building Department exercise the enforcement authority and accept and approve plans and specifications, and make inspections in accordance with the Residential Code of Ohio; and

WHEREAS, the said Board of Building Standards has certified the Portage County, Ohio Residential Building Department to exercise enforcement authority in accordance with the Residential Code of Ohio, effective May 27, 2006, as set forth in said Board's certification rule; and

WHEREAS, the certified county desires and is willing to administer and enforce the Residential Code of Ohio within the limits of said village pursuant to its authority so to do as contained in Chapter 3781 of the Revised Code of Ohio and as granted by the Ohio Board of building Standards; and

WHEREAS, the Village of Mantua has passed its Ordinance No. 2011-36 on the 17th day of May, 2011 authorizing the village, through its Mayor and its Clerk to enter into an agreement with certified Portage County, for the enforcement of the Residential Code of Ohio within the limits of said village; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into an agreement with Mantua, Ohio to authorize the certified Portage County Building Department to exercise enforcement authority in accordance with the Residential Code of Ohio, effective May 24, 2011, as set forth in said Board's certification rule; 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:

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

* * * * *

RESOLUTION No. 11-0465 - **RE: ENTER INTO AN AGREEMENT WITH THE VILLAGE OF WINDHAM FOR ENFORCEMENT OF THE RESIDENTIAL BUILDING CODE OF OHIO.**

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

WHEREAS, the Portage County Commissioners through its certified building department desires to enforce the Residential Code of Ohio for the purpose of providing uniform, standards and requirement for the erection, construction, repair, alteration, and maintenance of residential buildings specified in section 3781.06 of the Revised Code of Ohio; and

WHEREAS, the Village of Windham, Ohio seeks to obtain the authority for enforcement of the provisions of the Residential Code of Ohio through certification by the Ohio Board of Building Standards pursuant to Section 3781.10 (E) of the Revised Code, with the condition that the Portage County, Ohio Residential Building Department exercise the enforcement authority and accept and approve plans and specifications, and make inspections in accordance with the Residential Code of Ohio; and

WHEREAS, the said Board of Building Standards has certified the Portage County, Ohio Residential Building Department to exercise enforcement authority in accordance with the Residential Code of Ohio, effective May 27, 2006, as set forth in said Board's certification rule; and

WHEREAS, the certified county desires and is willing to administer and enforce the Residential Code of Ohio within the limits of said village pursuant to its authority so to do as contained in Chapter 3781 of the Revised Code of Ohio and as granted by the Ohio Board of building Standards; and

WHEREAS, the Village of Windham has passed its Ordinance No. 2006-12 on the 15th day of May, 2006 authorizing the village, through its Mayor and its Clerk to enter into an

agreement with certified Portage County, for the enforcement of the Residential Code of Ohio within the limits of said village; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into an agreement with Windham, Ohio to authorize the certified Portage County Building Department to exercise enforcement authority in accordance with the Residential Code of Ohio, effective May 24, 2011, as set forth in said Board’s certification rule; 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:

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

* * * * *
RESOLUTION No. 11-0466 - RE: AUTHORIZING THE PREPARATION OF PLANS, SPECIFICATIONS AND ESTIMATE OF COST FOR PROJECT NO. PC (11-050), PORTAGE COUNTY WATER RESOURCES ADMINISTRATIVE OFFICES EXPANSION, IN THE STREETSBORO SANITARY SEWER DISTRICT NO. 4 AND IN THE PORTAGE COUNTY REGIONAL SEWER DISTRICT, SHALERSVILLE TOWNSHIP.

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

WHEREAS, this Board by Resolution No. 67-17, adopted February 2, 1967, established Streetsboro Sanitary Sewer District No. 4; and

WHEREAS, this Board by Resolution No. 74-78, adopted April 11, 1974, established Portage County Regional Sewer District; and

WHEREAS, this Board by Journal Entry on May 3, 2011, authorized the relocation of the Water Resources Department staff from the third floor of the Portage County Administration Building to the Water Resources Department facility located at 8116 Infirmary Road in Shalersville as part of the continued Department of Budget & Financial Management reorganization and 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; and

WHEREAS, the relocation of Water Resources Department staff to a central facility is in part to provide more economical service to the users by centralizing the department's operations; and

WHEREAS, an expansion of the existing offices at the facility located at 8116 Infirmary Road is necessary to provide appropriate and adequate space for the relocating employees and functions; and

WHEREAS, it has become necessary for the Portage County Water Resources Department to request authorization to prepare plans, specifications and estimate of cost for the Project No. PC (11-050), Portage County Water Resources Administrative Offices Expansion, hereinafter referred to as the "PROJECT"; now therefore be it

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

Section 1. That said authorization to prepare plans, specifications and estimate of cost for said PROJECT is hereby given.

Section 2. That it is hereby found and determined that all formal actions of this Board concerning and relation to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Voice vote as follows:

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

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RESOLUTION No. 11-0467 - RE: REQUEST FOR APPROVAL TO SOLICIT QUALIFICATIONS FOR PROFESSIONAL ARCHITECTURAL SERVICES FOR PORTAGE COUNTY WATER RESOURCES DEPARTMENT ADMINISTRATIVE OFFICES EXPANSION AT 8116 INFIRMARY ROAD, SHALERSVILLE TOWNSHIP.

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

WHEREAS, this Board by Journal Entry on May 3, 2011, authorized the relocation of the Water Resources Department staff from the third floor of the Portage County Administration Building to the Water Resources Department facility located at 8116 Infirmary Road in Shalersville Township; and

WHEREAS, pursuant to Resolution 11-0167, adopted May 24, 2011, the Water Resources Department received authorization to prepare plans, specifications, and estimate of cost for the Project No. PC (11-050), Portage County Water Resources Department Administrative Offices Expansion, hereinafter referred to as the PROJECT; and

WHEREAS, the Water Resources Department is requesting approval to solicit qualifications for professional architectural services for design of the PROJECT; now therefore be it

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

Section 1. That the request to solicit qualifications for professional architectural services for the PROJECT is hereby approved.

Section 2. That sealed qualifications therefore, will be accepted by the Portage County Director of Internal Services, 7th Floor, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until 2:00 PM on June 15, 2011; and be it further

Section 3. That notices of receiving qualifications shall be published in the Record-Courier on May 30, 2011 and June 6, 2011, with a copy thereof being posted on the bulletin board of the Board forthwith' and be it further

Section 4. That it is hereby found and determined that all formal actions of this Board concerning and relation to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Voice vote as follows:

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

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RESOLUTIONS
May 24, 2011

1. Approval of the meeting minutes from the May 19, 2011 regular Board meeting.
2. Approve bills as presented by the County Auditor and reviewed by the Department of Budget & Financial Management/11-0450
3. Approve the Journal Vouchers, as presented by the County Auditor/11-0451.
4. Approve the Then & Now Certification, as presented by the County Auditor/11-0452.

5. Appointment to the Portage County Mental Health & Recovery Board – Alberta Caetta/Hold for additional information and discussion
6. Accept proposal of Floyd Browne group and enter into an agreement for providing professional engineering services for the project known as Gilbert Road (TH 188) Rehabilitation in Paris Township, Portage County/11-0454.
7. Wire Transfer approved and certified to the Portage County Auditor for Payment (Bonds) /11-0455
8. Accept the deed of agricultural easement from Fred J. Rodenbucher and Gary Rodenbucher and agree to co-hold the easement with the Ohio Department of Agriculture/11-0456.
9. Accept the deed of agricultural easement from Donald T. Sampson III and agree to co-hold the easement with the Ohio Department of Agriculture/11-0457.

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INVITATIONS

May 24, 2011

1. Invitation from the Streetsboro Area Chamber of Commerce for the 13th Annual Chamber Golf Outing on Friday, July 22, 2011, Raccoon Hill Golf Club.
2. Invitation from Maplewood Career Center for the Annual GED/ABLE Recognition and Awards Night on Thursday, June 9, 2011, 7:00 PM at Maplewood Career Center.

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INCOMING CORRESPONDENCE

May 24, 2011

1. Discussion: Sick leave payout/Hold for the Human Resources Department agenda
2. May 10, 2011 notice from the Federal Aviation Administration, regarding an Aeronautical Study No. 2011-AGL-3160-OE for the Portage County Water Resources Building. Complete details available online/Water Resources Department Director Jeff Lonzrick will review and comment to the Board of Commissioners.
3. Discussion: Journal Entry May 19, 2011 to move money from MUNIS account to General Fund for the Information Technology Upgrade and Replacement Projects. Commissioner Marsilio noted that the Board of Commissioners agreed to move the Munis balance to the General Fund but had waited for Commissioner Smeiles to return to discuss approval of its use. Commissioner Marsilio added that, although the Board of Commissioners would like to move forward with the video streaming of the Board meetings, funds are not available at this time to do so. The purchases recommended by the Data Processing Board show the Board of Commissioners' shift to good maintenance mode from a band aiding mode as the Board continues to agree to repair and maintain equipment and facilities in a want vs. need manner/Journal Entry.

4. Discussion: Emergency Protocol for Board of Commissioners/Hold for a May 26th discussion
5. Discussion: The Board of Commissioners agreed to hold work sessions every other Monday from 10:00 AM-12:00 PM beginning on June 6, 2011.
6. May 20, 2011 e-mail from Director Jon Barber, Office of Homeland Security and Emergency Management, regarding an Intern from The University of Akron/Journal Entry.
7. May 21, 2011 e-mail from Director Jon Barber, Office of Homeland Security and Emergency Management, regarding FEMA Grant release/Information Only.
8. May 17, 2011 correspondence from J. Jeffrey Holland, Holland & Muirden, regarding the Portage Animal Protective League/Information Only.

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JOURNAL ENTRY

May 24, 2011

1. Board of Commissioners' authorization requested to have Commissioner Maureen T. Frederick sign the Ohio Public Works Commission Appendix E Disbursement Request Form and Certification (Disbursement Request No. 2 for \$42,523.94 for the Wastewater Improvements RD 21, Ohio Public Works Commission, Project CG06K/CG07K as requested by the Department of Budget & Financial Management.
2. Board of Commissioners' signature requested on the payment authorization form for Cleveland Ohio Roofing for a roof replacement of the Community Action Council building located at 1036 W. Main Street, Ravenna, Ohio for **\$14,706.00** as requested by the Regional Planning Commission. The B-F-09-1CJ-1 Formula Grant Activity #3 Neighborhood Fac/Community Center is funding this expense.
3. Board of Commissioners' signature requested on the payment authorization form for R2K Contracting Inc. for rehabilitation of the Kevin Coleman house located at 164 E. Spruce Street, Ravenna for **\$5,838.42** as requested by the Regional Planning Commission. The B-F-09-1CJ-1 Formula Grant Activity #4 Private Rental Rehab is funding this expense.
4. Board of Commissioners' signature requested on the payment authorization form for Neighborhood Development Services Inc. for demolition soft costs for 25 units for **\$37,500.00** as requested by the Regional Planning Commission. The B-Z-08-062-1 Neighborhood Stabilization Program Demolition activity is funding this expense.
5. The Board of Commissioners received the Investment Reconciliation for the month of April 2011 as presented by the County Auditor and County Treasurer.

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REFERRED

May 24, 2011

1. May 19, 2011 correspondence from Suzanne Livengood, Portage Learning Centers, regarding the Geauga-Ashtabula-Portage Partnership Area 19 Workforce Investment Board appointment. Referred to Executive Assistant.

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INFORMATION ONLY

May 24, 2011

1. May 18, 2011 e-mail from Audrey Tillis, Department of Budget & Financial Management, regarding Internal Services Fund.

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PROSECUTOR

May 24, 2011

1. May 18, 2011 e-mail from Denise Smith, regarding Airport Insurance Policies/Information only.
2. May 19, 2011 e-mail from Leigh Prugh, regarding NACo conference call/Commissioner Marsilio to discuss this issue with Attorney Prugh.
3. May 19, 2011 e-mail from Leigh Prugh, regarding Stormwater quality program maintenance/Information only.

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JOURNAL ENTRY

May 24, 2011

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

1. The Board of Commissioners authorized Commissioner Frederick to sign the Ohio Public Works Commission Appendix E Disbursement Request Form and Certification (Disbursement Request No. 2 for \$42,523.94 for the Wastewater Improvements RD 21, Ohio Public Works Commission, Project CG06K/CG07K, as presented by the Department of Budget & Financial Management.
2. The Board of Commissioners signed the payment authorization form for Cleveland Ohio Roofing of Fairview Park, Ohio for a roof replacement on the Community Action Council building located at 1036 West Main Street, Ravenna, Ohio for **\$14,706.00**, as presented by the Regional Planning Commission. The B-F-09-1CJ-1 Formula Grant Activity #3 Neighborhood Fac/Community Center is funding this expense.
3. The Board of Commissioners signed the payment authorization form for R2K Contracting Inc. of Rootstown, Ohio for a rehabilitation of the Kevin Coleman house located at 164 East Spruce Street, Ravenna for **\$5,838.42**, as presented by the Regional Planning Commission. The B-F-09-1CJ-1 Formula Grant Activity #4 Private Rental Rehab is funding this expense.
4. The Board of Commissioners signed the payment authorization form for Neighborhood Development Services Inc. for demolition soft costs for 25 units for **\$37,500.00**, as presented by the

Regional Planning Commission. The B-Z-08-062-1 Neighborhood Stabilization Program Demolition activity is funding this expense.

5. The Board of Commissioners acknowledged the receipt of the Investment Reconciliation for the month of April 2011, as presented by the County Auditor and County Treasurer.
6. The Board of Commissioners accepted the recommendation of the Nursing Home Administrator and approved the job description for the Internal Liaison position as a DAT 3, as presented by nursing home staff.
7. On April 5, 2011, the Board of Commissioners agreed by Journal Entry that Nursing Home Administrator Christa Mayes has the authority to expend up to \$2,500 for necessary emergency repairs, as needed. The Board of Commissioners agreed that the Nursing Home Administrator must obtain three (3) quotes for a necessary emergency repair before moving forward.

Today, the Board of Commissioners agreed to revise that Journal Entry to include authorization for the Nursing Home Administrator to purchase necessary and appropriate equipment, expending up to \$2,500, after obtaining three (3) quotes before moving forward.

8. After meeting in an Executive Session today with Nursing Home staff, the Board of Commissioners agreed that the Nursing Home Administrator may hire all/any part-time employees in lieu of agency staff without prior Board of Commissioners' approval. Staff must present any full-time hiring recommendations to the Board of Commissioners.
9. The Board of Commissioners accepted the recommendation of the Nursing Home Administrator and authorized a pay increase for Allison Box Goudy, Personnel Coordinator at The Woodlands at Robinson, as a DAT 3 to \$18.06 per hour, effective May 16, 2011.
10. The Board of Commissioners accepted the May 20, 2011 recommendation from Jon Barber, Director of the Portage County Office of Homeland Security and Emergency Management, and agreed that Michael Wisniewski may participate in an unpaid internship with the Portage County Homeland Security and Emergency Management Office. Mr. Wisniewski will work Monday through Friday from 8:00 AM – Noon shadowing staff and assisting in day-to-day operations. He will also attend some evening meetings and events on the weekends. The Board of Commissioners noted that Mr. Wisniewski is completing a Bachelor of Emergency Management at the University of Akron.
The Board of Commissioners also agreed that Director Barber is to work with the Prosecutor's Office and the Safety/Loss Control Coordinator to determine what release agreement is necessary before the student begins the internship. Director Barber should also determine what type, if any, clearance would be required for Mr. Wisniewski.
11. The Board of Commissioners signed the request for a grant extension from the Ohio Office of Criminal Justice for the Courtroom Deputies Grant 2009-RA-A02-2323, as presented by the Department of Budget & Financial Management Director.
12. The Board of Commissioners approved the Request for Use of County Facility for the Portage County Health Department on May 24, 2011 from 4:30 PM – 6:30 PM for a TDAP Clinic.
13. The Board of Commissioners agreed to move forward with the Habitat For Humanity's request that the Board of Commissioners transfer the \$20,000 Portage County mortgage on 1462 Hillcrest Drive

in Atwater from the homeowners to Habitat For Humanity. The proposed deed-in-lieu would remove the Mortgagors from the property deed and allow Habitat For Humanity to hold the title until another family is selected/identified. Neighborhood Development Services, Inc. to facilitate this mortgage.

14.The Board of Commissioners accepted the recommendation of the Portage County Data Processing Board and agreed to earmark the remaining funds in the Munis Project Fund for the purchase of the following. The Board of Commissioners noted that Department of Budget & Financial Management Director Audrey Tillis will facilitate the closing of the Munis account, moving the remaining funds into the General Fund.

- A. CBOSS Web Redesign & Content Management Proposal (County Web Site) - \$9,559.00
- B. Cisco Firewall/VPN Upgrade Project - \$10,000
- C. Server Virtualization Project (General Fund Initial/Partial Contribution) - \$20,401.00

15.The Board of Commissioners accepted the recommendation of Department of Budget & Financial Management Director Audrey Tillis and authorized the hire of Joan Lambach for the position of Accountant and Budget Analyst as a DAT 5, effective June 13, 2011 with a 120 day probationary period.

16.The Board of Commissioners accepted the recommendation of Water Resources Department Interim Director Jeff Lonrick and Department of Budget & Financial Management Director Audrey Tillis and agreed to begin the process of combining the Portage County Regional Sewer District and the Streetsboro Sanitary Sewer District No. 4 with a possible effective transition date of January 1, 2012. The Board of Commissioners agreed that the combining of the two sewer districts would assist in streamlining the department and paperwork and also save the rate payers money. Staff to work with the Prosecutor and Auditor to move this transition forward.

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 **May 24, 2011**. There being no further business to come before the Board, it was moved by Tommie Jo Marsilio, seconded by Christopher Smeiles to adjourn the official meeting at **3:00 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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