

Thursday, June 9, 2011

The Board of County Commissioners met in regular session on **Thursday, June 9, 2011 at 8:12 AM** with the following members present:

Maureen T. Frederick

Tommie Jo Marsilio

Christopher Smeiles

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It was moved by Christopher Smeiles, seconded by Tommie Jo Marsilio to approve the meeting minutes of the June 7, 2011 meeting. All in favor, motion carries

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Also attending throughout the day: Hank Dunckel; Dick Bonner

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### INTERNAL SERVICES

Present: JoAnn Townend

### Vehicle Logs

The Board of Commissioners discussed the use of the logs and agreed that all departments must complete them including the detail of each trip that you make.

### CBO Resignation

The Board of Commissioners noted that CBO Bob Wrentmore has moved his retirement date from August 31, 2011 to close of business June 10, 2011. The Director has a backup official in place and will come to the Board of Commissioners next week with the necessary revisions to the CBO job description, which Karen U'Halie is looking at with the Director.

### Sheriff/Board of Commissioners Agreement

The Board of Commissioners asked the Director to draft an agreement between the Board of Commissioners and the Sheriff for Security Services.

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8:47 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 an employment issue. **Also present:** Internal Services Director JoAnn Townend. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

8:51 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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## JOB & FAMILY SERVICES

Present: Judee Genetin

1. The Director discussed the suggested changes to the PRC Plan, effective 7/1/11, which were approved by the Board of Commissioners/Resolution 11-520
2. The Director advised the Commissioners that staff submitted the SFY12 Help Me Grow Grant Application on June 6<sup>th</sup> prior to receiving Board of Commissioners' authorization. The Portage County Department of Job & Family Services was attempting to hand over the administrative duties for Help Me Grow to Family & Community Services (FCS) and had been advised by the Ohio Department of Health that this was acceptable. Staff prepared the necessary letter and received Family & Children First Council approval for this change at their May meeting. Once the Ohio Department of Health received the letter, they notified Ruth Carnes that the Portage County Department of Job & Family Services must remain the Administrative Agent of the Help Me Grow Program. The first letter was rescinded and staff had to re-obtain approval before submittal of the grant. Staff experienced issues while entering data which required Ohio Department of Health technical advice. The Department of Budget & Financial Management reviewed the grant application noting that there is no local match and no cash advance requirements/11-0521.
3. The Director presented the Classification Plan for Portage County Department of Job & Family Services employees, effective June 9, 2011 and the Table of Organization as of June 9, 2011. The Director has worked with Human Resources Department Director Karen U'Halie and Clemans Nelson on these documents. /Resolution required for adoption
4. The Director reported that the state budget decreases may be less than previously thought. She will keep the Board of Commissioners apprised of that situation.
5. The Director meets with Attorney Denise Smith to discuss the 2007 audit options.

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Dick Bonner is attending today to discuss the issue of the county land donation to the Regional Airport.

Commissioner Marsilio explained how the Board of Commissioners intends to proceed, allowing the Airport to use the county owned land, once donated, as the local match for federal funds. Mr. Bonner responded that there should be no issue at all since it sounds like the county is simply taking from one pocket and putting it in another, not giving up a dime. It is pure economics in that an acre is owned by the county and once transferred, is still owned by the county since the Board of Commissioners owns the Airport. Commissioner Marsilio disagreed, stating that the Airport and the County are two separate political subdivisions.

Mr. Bonner commented that he is not convinced that "if you build it they will come", as suggested by Commissioner Marsilio. He encouraged the Board of Commissioners to read the Ohio Department of Transportation report *The Economic Impact of Airports in Ohio*. He added that the Airport needs to have its plan in place so that when money comes from the government, the Airport is ready to move forward. For example, would Streetsboro be where they are today without the turnpike? Would Honda have gone to Marysville if the infrastructure was not there? Someone may locate in Portage County because of the Airport being in place not because the airport intends to grow. He added that jobs

would be created with airport growth, stating that the Airport is for county residents not just the 50 Shalersville Township residents who don't like the noise. There is nothing coming out of the county pockets; he cannot understand why there is an issue with the land donation.

Commissioner Smeiles responded that the Board of Commissioners agreed to the deed verbiage to allow the transfer of the land this morning. Commissioner Frederick added that the county has given the Airport over \$500,000 over the last years. She added that Board of Trustees' President John Trew has advised the Board of Commissioners that there will be a \$90,000 payback this year – the county has worked with the Airport in the past.

Mr. Bonner commented that the county needs to bring in corporate traffic with industry and growth. Commissioner Marsilio responded that Honda partnered with the state to make that the plant "happen" in Marysville. Marysville did not say "let's put in the infrastructure and industry will come".

Commissioner Frederick acknowledged the investment that Mr. Bonner has made at the Airport. Mr. Bonner responded that he is not sure how long he will remain at the site since he is losing money there.

Commissioner Smeiles presented the Commissioners with a copy of Ohio Department of Transportation's *The Economic Impact of Airports in Ohio* report along with the *2008-2012 FAA Flight Plan*. He advised that the deed will be prepared with language restricting runway expansion, which he does not support.

Mr. Bonner responded that 10 years from now, the Airport will be in the same position if the Board of Commissioners does not move forward.

Mr. Bonner urged the Board of Commissioners not to reappoint Tim Hartong to the Board of Trustees.

The Board of Commissioners thanked Mr. Bonner for coming in today.

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## HERMITAGE CAPITAL PARTNERS

Present: Joe Mayernick

10:02 AM In accordance with Ohio Revised Code Section 121.22 (G)(2), it was moved by **Tommie Jo Marsilio**, seconded by **Christopher Smeiles** that the Board of Commissioners move into executive session to consider a land acquisition issue. **Also present: Joe Mayernick**. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

10:40 AM Commissioner Smeiles left the meeting to attend the funeral of Army Specialist Adam Hamilton.

11:00 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 move out of executive session. Roll call vote: Christopher Smeiles, Absent; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

After exiting Executive Session, the Board of Commissioners took no action.

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**RESOLUTION No. 11-0514 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.**

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

**RESOLVED,** that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Department of Budget and Financial Management or other designee on June 9, 2011 in the total payment amount of **\$267,166.95 for Funds 0001-7219** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

**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. 11-0515 - RE: WIRE TRANSFER APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.**

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

**RESOLVED,** that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Department of Budget and Financial Management or other designee on June 9, 2011 in the total payment amount as follows:

1. \$92,433.86 for Medical Mutual Claims-Fund 7101; and
2. \$ 5,320.24 to Take Care by WageWorks, Inc. for processing claims for Medical Mutual; 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 transfer for the charges relating to health benefits, as presented by the Portage County Auditor's Office:

Wire Transfer on Friday, June 10, 2011 \$ 92,433.86

Wire Transfer on Friday, June 10, 2011 \$ 5,320.24

and be it further

**RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in 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. 11-0516 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.**

It was moved by Christopher Smeiles, seconded by Tommie Jo Marsilio 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:

06/08/11	333	\$ 322,266.27
06/07/11	262	65.00
Total		\$ 322,331.27

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. 11-0517**

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**RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.**

It was moved by Christopher Smeiles, seconded by Tommie Jo Marsilio 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 **\$16,967.88** as set forth in Exhibit “A” dated **June 9, 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. 11-0518**

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**RE: PORTAGE COUNTY APPOINTMENTS TO THE GEAUGA ASHTABULA PORTAGE PARTNERSHIP AREA 19 WORKFORCE INVESTMENT BOARD (GAPP WIB)**

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

**WHEREAS,** the Board of Commissioners of the Counties of Geauga, Ashtabula and Portage have created the Regional Workforce Investment Area 19, in conjunction with the Federal

Workforce Act of 1998, which is governed by the Geauga Ashtabula Portage Partnership Workforce Investment Board , (GAPP WIB); and

**WHEREAS,** the GAPP WIB is comprised of 33 members, with each county appointing eleven (11) members in accordance with the GAPP WIB By-laws Article II, Section 3; and

**WHEREAS,** the Bureau of Vocational Rehabilitation has a required representation on the GAPP Board, the member from ORSC has retired and ORSC nominates the following, now therefore be it

**RESOLVED,** that the Portage County Board of Commissioners appoints the following member:

Category	Name	Agency/Business	Term
Bureau of Vocational Rehabilitation	Jan Dougherty	Ohio Rehabilitation Services Commission	6/30/11-6/30/14

;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. 11-0519 - RE: APPOINTMENT TO THE PORTAGE COUNTY MENTAL HEALTH AND RECOVERY BOARD.**

It was moved by Christopher Smeiles, seconded by Tommie Jo Marsilio 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:

Alberta Caetta  
1069 Susan Rd.  
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 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. 11-0520** - **RE: APPROVE THE REVISED PREVENTION, RETENTION AND CONTINGENCY PLAN, EFFECTIVE JULY 1, 2011 FOR THE PORTAGE COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES.**

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

**WHEREAS,** Chapter 5108 of the Ohio Revised Code and rules issued under the chapter require that the Department of Job & Family Services to adopt a written statement of policies governing the prevention, retention, and contingency program for Portage County; and,

**WHEREAS,** Revision No. 1 of the Prevention-Retention-Contingency Plan was entered into on February 22, 2007 through Resolution No. 07-0163 and became effective March 1, 2007; and

**WHEREAS,** Revision No. 2 of the Prevention-Retention-Contingency Plan was entered into on October 4, 2007 through Resolution No. 07-0996 and became effective November 1, 2007; and

**WHEREAS,** Revision No. 3 of the Prevention-Retention-Contingency Plan was entered into on January 24, 2008 through Resolution No. 08-0085 and became effective February 15, 2008; and

**WHEREAS,** Revision No. 4 of the Prevention-Retention-Contingency Plan was entered into on May 22, 2008 through Resolution No. 08-0469 and became effective July 1, 2008; and

- WHEREAS,** Revision No. 5 of the Prevention-Retention-Contingency Plan was entered into on September 25, 2008 through Resolution No. 08-0980 and became effective October 1, 2008; and
- WHEREAS,** Revision No. 6 of the Prevention-Retention-Contingency Plan was entered into on September 10, 2009 through Resolution No. 09-0841 and became effective October 1, 2009; and
- WHEREAS,** Revision No. 7 of the Prevention-Retention-Contingency Plan was entered into on November 24, 2009 through Resolution No. 09-1091 and became effective December 1, 2009; and
- WHEREAS,** Revision No. 8 of the Prevention-Retention-Contingency Plan was entered into on March 11, 2010 through Resolution No. 10-0252 and became effective July 1, 2010; and
- WHEREAS,** Revision No. 9 of the Prevention-Retention-Contingency Plan was entered into on April 29, 2010 through Resolution No. 10-0418 and became effective June 1, 2010; and
- WHEREAS,** Revision No. 10 of the Prevention-Retention-Contingency Plan was entered into on April 29, 2010 through Resolution No. 10-0419 and became effective July 1, 2010; and
- WHEREAS,** Revision No. 11 of the Prevention-Retention-Contingency Plan was entered into on May 13, 2010 through Resolution No. 10-0462 and became effective June 1, 2010; and
- WHEREAS,** Revision No. 12 of the Prevention-Retention-Contingency Plan was entered into on July 8, 2010 through Resolution No. 10-0641 and became effective July 12, 2010; and
- WHEREAS,** Revision No. 13 of the Prevention-Retention-Contingency Plan was entered into on February 24, 2011 through Resolution No. 11-0187 and became effective March 1, 2011; and
- WHEREAS,** Revision No. 14 of the Prevention-Retention-Contingency Plan was entered into on February 24, 2011 through Resolution No. 11-0188 and became effective April 1, 2011; and
- WHEREAS,** the Director of the Portage County Department of Job & Family Services presented the Board of Commissioners with the Revised Prevention-Retention-Contingency Plan for the Portage County Department of Job & Family Services Division of Family Employment & Support Services, advising the Board of Commissioners that the Plan was revised in accordance with Substitute House Bill 408 and Chapter 5108



**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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**RESOLUTIONS**

June 9, 2011

1. Approval of the meeting minutes from the June 7, 2011 regular Board meeting.
2. Approve bills as presented by the County Auditor and reviewed by the Department of Budget & Financial Management/11-514
3. Approve the wire transfers as presented by the County Auditor./11-515
4. Approve the Journal Vouchers, as presented by the County Auditor./11-516
5. Approve the Then & Now Certification, as presented by the County Auditor./11-517
6. Portage County appointments to the Geauga Ashtabula Portage Partnership Area 19 Workforce Investment Board (GAPP WIB) Jan Dougherty./11-518
7. Appointment to the Portage County Mental Health & Recovery Board – Alberta Caetta/11- 0519

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**INVITATIONS**

June 9, 2011

1. Invitation from Team NEO to the 2011 Economic Development Plus Awards on Thursday, June 30, 2011 at the John S. Knight Center in Akron.

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**INCOMING CORRESPONDENCE**

June 9, 2011

1. Discussion: Emergency Protocol/Bring back on June 21<sup>st</sup>.
2. May 12, 2011 notice from the City of Ravenna Historic Design Review Commission regarding signage in the historic district/Information only.
3. Discussion: Vehicle Logs/Discussed with JoAnn Townend today.

4. June 5, 2011 correspondence from Joshua Eyring, Portage County Regional Airport Authority, in support of the re-appointment of Timothy Hartong to the Airport Board of Trustees/Information only.

Commissioner Frederick noted that Bob Paoloni has resigned from the Airport Board of Trustees.

5. June 5, 2011 correspondence from Joshua Eyring, Portage County Regional Airport Authority, requesting reappointment to the Portage County Regional Airport Board of Trustees/Information only
6. June 8, 2011 e-mail from Audrey Tillis, Department of Budget & Financial Management, regarding reorganization/Information only.
7. June 7, 2011 e-mail from Jon Barber, Office of Homeland Security and Emergency Management, regarding the status of the invoice for preventative maintenance for metal detectors for three (3) courthouses/The Board of Commissioners agreed that the Director should have the vendor contact Judge Pittman to discuss the invoice.

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**JOURNAL ENTRY**

June 9, 2011

1. The Board of Commissioners authorized payment of Invoice No. 20110346 due June 30, 2011 to the Ohio Department of Natural Resources for the Hills Pond Dam Safety Annual Fee of \$215.15. (AKA Pretty Glen Spillway).
2. The Board of Commissioners acknowledged the receipt of the Kennel Disposition Report for May 30, 2011 through June 5, 2011, as presented by Dog Warden Dave McIntyre.
3. Board of Commissioners' signature requested on the payment authorization form for Theodore Manfrass, AIA for additional architect services to rehabilitate unit located at 164 Spruce Street, Ravenna for \$500.00 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 purchase requisition for Ohio Conference of Community Development Inc. for OCCD full membership for period July 1, 2011 through June 30, 2012 for \$250.00 as requested by the Regional Planning Commission. The B-F-10-1CJ-1 Formula Grant Activity #8 General Administration is funding this expense.
5. Board of Commissioners' signature requested on the payment authorization form for the City of Kent for Housing Redevelopment for \$16,857.82 and Demolition for \$73,554.11 for a total of \$90,411.93 as requested by the Regional Planning Commission. The B-Z-08-062-1 Neighborhood Stabilization Program is funding this expense.
6. Board of Commissioners' signature requested on the payment authorization form for the City of Kent for general administration for \$2301.7 as requested by the Regional Planning Commission. The B-Z-08-062-1 Neighborhood Stabilization Program Administration activity is funding this expense.

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**REFERRED**

June 9, 2011

- 1. The Board of Commissioners received the proposed 2012 Tax Budget as presented by the Thomas Rehnert, Portage-Geauga County Juvenile Detention Center. Referred to Geauga County Board of Commissioners and the Portage County Auditor’s office. (Hearing scheduled for July 7, 2011).

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**INFORMATION ONLY**

June 9, 2011

- 1. June 2, 2011 correspondence from Director Bill Steiner, Solid Waste Management District to Michael Rea, Public Employment Risk Reduction Program, regarding the Portage County Solid Waste Management District Safety Report (381900).

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**PROSECUTOR**

June 9, 2011

- 1. June 3, 2011 confidential correspondence from Denise Smith to the County Auditor including the Board of Commissioners’ audit for matters that existed between January 1, 2009 and June 2, 2011/Information only.

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**PLEASE ADD TO THE AGENDA**

June 9, 2011

- 1. Discussion: County Land to Airport Deed Language/The Board of Commissioners agreed to insert the word runway into the deed language.
- 2. Discussion: 2011 CDBG Formula Allocation Grant proposals. Please note that the Regional Planning Commission requests a back up project be chosen, as well.

June 8, 2011 response from Lisa Reeves, Regional Planning Commission, after the Board of Commissioners suggestion of several possible activities for the monies including possible repairs to The Woodlands and a special patrol for LMI neighborhoods, noting that neither project would be able to be funded by the state.

Commissioner Smeiles suggested that the Board of Commissioners approved the Coleman Professional Services application for funds toward the acquisition/Site Preparation for a site located at 555 South Water Street in the City of Kent for the construction of a four (4) unit apartment complex that will provide stable and affordable housing for six homeless individuals with mental illness from Portage County. The Board of Commissioners agreed to include Coleman and use the rest of the funds for a countywide home repair program/Journal Entry.

- 3. Port Authority Board of Directors’ request that the Board of Commissioners reconsider allowing the Port Authority to remain on the county’s CORSA insurance. On June 7, 2011, Commissioner Smeiles left a message for the Executive Director of the Summit County Port Authority to discuss

how insurance is handled there, with no response. Commissioner Smeiles added that he would be in favor of extending coverage to the Port Authority since there is minimal liability. Clerk to contact other Ohio Port Authorities to determine who pays for insurance coverage.

4. June 8, 2011 email from Department of Budget & Financial Management Director Audrey Tillis to Attorney Mike Sharb advising that Hattie Larlham has agreed to pay up to \$2,500 for bond counsel review of a Bond Refunding/Journal Entry.
5. Portage APL Board of Directors' President Karen Carmany called to ask the Board of Commissioners if the Board wants to meet the new Rescue Technician Steve Chapman. Mr. Chapman has completed his Humane Officer training and will go to the Probate Court soon for appointment.

Ms. Carmany also asks for authorization to allow Mr. Chapman to ride with the Dog Warden or his staff for several days to become familiar with Portage County and the Dog Warden operations. The Dog Warden advises that he would be willing to have the Rescue Tech ride with him and/or staff/Journal Entry

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## **JOURNAL ENTRY**

June 9, 2011

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

1. The Board of Commissioners authorized payment of Invoice No. 20110346 due June 30, 2011 to the Ohio Department of Natural Resources for the Hills Pond Dam Safety Annual Fee of \$215.15. (AKA Pretty Glen Spillway).
2. The Board of Commissioners acknowledged the receipt of the Kennel Disposition Report for May 30, 2011 through June 5, 2011, as presented by Dog Warden Dave McIntyre.
3. The Board of Commissioners signed the payment authorization form for Theodore Manfrass, AIA, of Ravenna for additional architectural services to rehabilitate the unit located at 164 Spruce Street in Ravenna for \$500.00, as presented 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 purchase requisition for the Ohio Conference of Community Development Inc. (OCCD) for a full membership for the time period July 1, 2011 through June 30, 2012 for \$250.00, as presented by the Regional Planning Commission. The B-F-10-1CJ-1 Formula Grant Activity #8 General Administration is funding this expense.
5. The Board of Commissioners signed the payment authorization form for the City of Kent for the Housing Redevelopment for \$16,857.82 and Demolition for \$73,554.11 for a total of \$90,411.93, as presented by the Regional Planning Commission. The B-Z-08-062-1 Neighborhood Stabilization Program is funding this expense.
6. The Board of Commissioners signed the payment authorization form for the City of Kent for general administration of \$2301.7, as presented by the Regional Planning Commission. The B-Z-08-062-1 Neighborhood Stabilization Program Administration activity is funding this expense.

7. The Board of Commissioners approved the following activities for submission to the 2011 Community Development Block Grant Program (CDBG), Small Cities Formula Allocation Grant Application to the Ohio Department of Development, Office of Housing and Community Partnerships. Should there be a reduction in the grant amount, the Board of Commissioners agrees that the Countywide Home Repair activity would be immediately reduced:

<b>Total 2011 CDBG Formula Grant</b>	<b>\$398,000</b>
Administration	59,700
Fair Housing	7,000
Slot 1. 2011 Portage County Neighborhood Revitalization Grant - Installation of approximately 2,600 linear feet of curb along Maple Grove Road in the Village of Windham.	100,000
Slot 2. Family & Community Services of Portage County - 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.	60,000
Slot 3. Deerfield Historical Society - Purchase an 1840's house known as the Stone House at 9488 State Route 224	41,700
Slot 4. Coleman Professional Services - Acquisition/Site Preparation located at 555 South Water Street in the City of Kent for construction of a 4-unit apartment complex that will provide stable and affordable housing for 6 homeless individuals with mental illness from Portage County	32,500
Slot 5. Countywide Home Repair Activity	97,100
<b>Total</b>	<b>\$398,000</b>
Alternate: Should any of the projects chosen not be accepted for funding by the OHCP, the money will be allocated to a Countywide Portage County (except City of Kent and Ravenna) Home Repair Program.	

8. The Board of Commissioners approved the request from the Portage APL Board of Directors' President Karen Carmany and agreed that Rescue Technician Steve Chapman may ride with the Dog Warden or his staff for several days to become familiar with Portage County and the Dog Warden operations. The Dog Warden will work with the Human Resources Department to complete the necessary paperwork.
9. The Board of Commissioners authorized the Squire Sanders Tax Division to research the issue of refunding the Hattie Larlham bonds previously issued through Portage County at a cost not to exceed \$2,500. The Board of Commissioners noted that Hattie Larlham CFO Marc Rubinstein has agreed that Hattie Larlham will reimburse the county for this expense.
10. The Board of Commissioners accepted the recommendation of Internal Services Director JoAnn Townend and authorized the full time hire of Brian Walinski as a Maintenance III Worker with a

starting wage of \$16.20/hour. After the successful completion of a 90 day probation, the hourly wage will increase to \$17.03. Mr. Walinski will start tentatively on June 27, 2011 contingent upon the applicant passing a pre-employment physical and drug screen and motor vehicle record check, if applicable.

- 11. The Board of Commissioners accepted the recommendation of The Woodlands at Robinson staff and authorized the immediate termination of an LPN for unsatisfactory performance during her probation period.
- 12. On May 19, 2001, the Board of Commissioners accepted the retirement notice from Portage County Building Department CBO Bob Wrentmore, effective August 31, 2011.

Today, the Board acknowledged the receipt of Mr. Wrentmore's updated notice of retirement, which he requests to be effective June 10, 2011.

Commissioner Smeiles absent, motion carries.

\* \* \* \* \*

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting on **June 9, 2011**. There being no further business to come before the Board, it was moved by Christopher Smeiles, seconded by Tommie Jo Marsilio to adjourn the official meeting at 11:00 AM. 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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