

Tuesday, June 21, 2011

The Board of County Commissioners met in regular session on **Tuesday, June 21, 2011 at 9:40 AM** with the following members present:

Tommie Jo Marsilio

Christopher Smeiles

* * * * *

Commissioner Frederick – Absent

* * * * *

It was moved by Christopher Smeiles, seconded by Tommie Jo Marsilio to approve the meeting minutes of the June 20, 2011 meeting. Commissioner Frederick absent, motion carries

* * * * *

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

* * * * *

AIRPORT BOARD CANDIDATE

Present: W. Melvin Steedly, Executive Assistant

The Board of Commissioners met with Mr. Steedly to discuss his interest in serving on the Portage County Regional Airport Board of Trustees.

* * * * *

PROSECUTOR - Cancelled

* * * * *

THE WOODLANDS AT ROBINSON

Present: Scott Bower, Christa Mayes, Jill Nelson, Allison Goudy, Karen U’Halie

Commissioner Smeiles noted that he contacted the CCAO about the proposed elimination of the exemption of payment of a bed tax by public nursing homes. Commissioner Smeiles contacted the Chief of Staff for State Representative Barbara Sears of Toledo regarding exempting public nursing homes. Commissioner Smeiles has advised the Representative that, if this goes through, the nursing home would be bankrupt. The Chief of Staff will apprise the Representative and be back in touch. Commissioner Marsilio reported that she also contacted two Senators to encourage exempting counties from the bed tax.

* * * * *

The Nursing Home Administrator reported that the census today is 84 with 22 skilled patients in house. Staff has the competitive analysis completed and the only change recommended is to increase the skilled bed rate on the first floor. Long-term bed charges are aligned with other homes in the county.

Mr. Bower stated that the advantage to increasing the skilled bed rate is that, in getting the census up, skilled patients are encouraged to move upstairs and out of the more expensive beds. Skilled hallways

have higher staffing levels and better amenities i.e. cable and TV. Commissioner Smeiles noted that other homes charge for all amenities while The Woodlands does not. Staff noted that the nursing home should move to charge for amenities in addition to daily rates. There is no downside and it should not be a negative impact. Residents who want to stay long-term usually agree to move to a less expensive option on the second floor.

* * *

Dietitian

The Nursing Home Administrator advised that a dietitian must be physically on site at the Nursing Home based on the needs of patients. The current Dietitian contract must be revised and increased due to the increase in census. Commissioner Smeiles suggested contracting with Robinson Memorial Hospital for Dietitian services. Mr. Bower responded that they could investigate that option as well as a possible rotation with the current dietitian. The Nursing Home Administrator will work with JoAnn Townend to amend and revise the current contract.

* * *

The Nursing Home Administrator reported that last week, the Board of Commissioners approved \$2700 for service for the sprinkler system. The Nursing Home used Simplex for that repair. The Nursing Home Administrator suggested that the Nursing Home use the Maintenance Department more often for issues in the facility. The Board of Commissioners agreed that the Nursing Home Administrator should discuss this issue with JoAnn Townend.

* * *

10:25 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 potential discipline issue and hirings. **Also present:** Scott Bower, Christa Mayes, Jill Nelson, Allison Goudy, Karen U’Halie Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Absent.

11:00 AM Karen U’Halie, Jill Nelson and Allison Goudy left the Executive Session

11:10 AM Upon conclusion of the above referenced discussion, it was moved by **Christopher Smeiles**, seconded by **Tommie Jo Marsilio** that the Board of Commissioners move out of executive session. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Absent.

After exiting Executive Session, the Board of Commissioners took action by Journal Entry.

* * * * *

Commissioner Marsilio reported that the Sheriff has received a donation of annual flowers that jail trustees will plant. The Sheriff has offered to have the trustees plant some of the flowers at the Administration Building complex/Resolution 11-0555 accepts the donation.

* * * * *

MOTOR POOL

Present: Joe Dillon

Discussion

1. The Director advised that the Vehicle Safety Inspections are not finished yet; he does not have a report of the condition of the Sheriff's vehicles, as requested at the last meeting. Those reports should be available for July's meeting with the Board of Commissioners.
2. The Director advised that the Motor Pool uses automated car washes for vehicle under carriage wash when necessary; not for general washing. The Board of Commissioners agreed that the Director may continue to do so using his best judgment.
3. Commissioner Smeiles asked if the Motor Pool has a towing plan in place. The Director confirmed that he has Interstate Auto in place with three or four other companies to use as back-up.

* * * * *

The County Engineer attending to introduce his new Planning & Design Engineer Anthony Zumbo, who started work with him last week.

Commissioner Smeiles asked the County Engineer to have staff meet him today at 3:30 PM on Estes Drive in Brimfield to look at a road that residents would like to have dedicated.

* * * * *

11:25 AM Board of Commissioners recessed to the Investment Advisory Committee Meeting
12:03 PM Reconvened

* * * * *

12:05 PM Lunch Recess
1:45 PM Board of Commissioners Reconvened

* * * * *

Internal Services Director JoAnn Townend attending to update the Board of Commissioners on the take down of the chimney/tower at the Administration Building.

The Director advised that Chimney Professionals has advised that the money that he bid for the job has run out. He has offered to leave the chimney up with a cap fashioned to be bolted in and brick up the opening at the bottom or to complete the take-down at an additional cost. The Director reported that it will take one more week to remove the structure; it will cost \$3,000 per week for the crane and \$3,000 for the dumpsters and employees. She reported that there is money available in the fund.

The Director reminded the Board of Commissioners that work had to stop for one and one-half weeks and workers were pulled off the job and the crane had to be released to allow the asbestos testing after a complaint was made. Commissioner Smeiles noted that the company should have known everything about taking down a tower when bidding.

The Director replied that the bid was for \$18,000 and accepted by the Board of Commissioners. The other bid was for over \$100,000. She added that Tim Miller had gotten a price from a local person years ago for the take-down and that was over \$100,000. She added that, if the delay had not happened, the tower should be down already.

The Board of Commissioners agreed that the tower must come down and agreed to pay the additional \$6,000 to the company as a change order. JoAnn Townend to bring back the necessary paperwork.

* * * * *

DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT

Present: Audrey Tillis

RESOLUTIONS

1. Create Fund 5278, PCS OPWC 2011 CG21L/11-550
2. Create Fund 5675, StS OPWC 2011 CG07K/11-551
3. Cash Advance from Cash Advance Repayment – From Fund 5705, Sts Trunk Rehabilitation to Fund 5600, StS General Administration/11-552
4. Close Fund 1002, Enterprise Zone Program/11-553
5. Close Fund 5313, PCS Twin Lakes Prelim Treatmnt/11-554

OTHER

6. Discussion Memos:
 - a. Board of Election Request for Funding:
 - i. 2011 NCOA and Supplemental Processing/Journal Entry
 - ii. Board Members salary increase – 2010 Federal Based on Census/Journal Entry
 - b. The Director reported on the Department of Budget & Financial Management funding structure as a 100% Internal Services Fund. She noted that she will contact Maximus to discuss the chargebacks

UPDATES

7. The Director presented the Contingency Tracker

* * *

2:01 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 a compensation issue. **Also present:** Audrey Tillis. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Absent.

2:12 PM Upon conclusion of the above referenced discussion, it was moved by **Christopher Smeiles**, seconded by **Tommie Jo Marsilio** that the Board of Commissioners move out of executive session. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Absent.

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

* * *

SPECIAL SESSION

Work Session – the Board of Commissioners reviewed the draft of County 2012 Tax Budget for all funds.

* * * * *

WATER RESOURCES

Present: Jeff Lonzrick

- 1. **JOURNAL ENTRY** - Approval to repair the Streetsboro WWTP Effluent Outfall/Journal Entry.
- 2. **JOURNAL ENTRY** - Approval for payment arrangements for a Portage County Sewer Customer/Journal Entry.

* * *

2:33 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 a discipline issue and an employment issue. **Also present: Jeff Lonzrick.** Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Absent.

3:00 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, Absent.

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

* * * * *

RESOLUTION No. 11-0546 - 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 21, 2011 in the total payment amount of **\$751,482.60 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, Absent; Tommie Jo Marsilio, Yea; Christopher Smeiles, Yea;

* * * * *

RESOLUTION No. 11-0547 - 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:

06/20/11	753	\$ 21,436.34
06/20/11	754	81,702.48
06/20/11	755	13,153.32
06/20/11	756	31,077.05
06/20/11	699	650.00
06/20/11	700	515.00
06/20/11	701	832.00
06/20/11	702	130.00
Total		\$ 149,496.19

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, Absent; Tommie Jo Marsilio, Yea; Christopher Smeiles, Yea;

* * * * *

RESOLUTION No. 11-0548 - 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 **\$934.10** as set forth in Exhibit “A” dated **June 21, 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, Absent; Tommie Jo Marsilio, Yea; Christopher Smeiles, Yea;

* * * * *

RESOLUTION No. 11-0549 - RE: ENTER INTO AN AGREEMENT FOR STORAGE SERVICES BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF THE OFFICE OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT AND THE PORTAGE COUNTY COMBINED GENERAL HEALTH DISTRICT.

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

WHEREAS, it has become necessary to store and maintain equipment and supplies for use during a community public health emergency caused by natural and/or man-made events; and

WHEREAS, the Portage County Office of Homeland Security and Emergency Management Agency has ultimate responsibility over all community emergency response for Portage County, Ohio; and

WHEREAS, the Portage County Office of Homeland Security and Emergency Management Agency has the facilities required for the storage of supplies and equipment for public health emergency response within the jurisdiction of Portage County, Ohio; and

WHEREAS, Portage County Office of Homeland Security and Emergency Management Agency and the Portage County Combined General Health District pursuant to their respective statutory authorizations agree to join in a common effort to prepare for and respond to a potential community emergency and/or pandemic event within Portage County; now therefore be it

RESOLVED, that the Portage County Office of Homeland Security and Emergency Management Agency shall provide a storage site for the Portage County Combined General Health District supplies and/or equipment necessary for emergency response and pandemic preparedness; and be it further

RESOLVED, that the term of this agreement shall commence on June 1, 2011 and will continue in effect until terminated by mutual consent; and be it further

RESOLVED, that the Portage County Combined General Health District shall pay the Portage County Board of Commissioners on behalf of the Portage County Office of Homeland Security and Emergency Management Agency a one-time fee of \$10,000.00 for storage of public health emergency response equipment and supplies; 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, Absent; Tommie Jo Marsilio, Yea; Christopher Smeiles, Yea;

* * * * *

RESOLUTION No. 11-0550 - RE: CREATE FUND 5278, PCS OPWC 2011 CG21L

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

WHEREAS, it has become necessary to create a new fund in order to properly control the processing of financial related transactions involving the debt payments to the Ohio Public Works Commission, Loan No. CG21L, for the Twin Lakes Preliminary Treatment, West Branch Mobile Home Park WWTP Improvements and the Red Fox Wastewater Treatment Plant Improvements Construction Projects; now therefore be it

RESOLVED, that Fund 5278, PCS OPWC 2011 CG21L be created, and be it further

RESOLVED, that a certified copy of this resolution be filed with the Portage County Auditor 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 was as follows:

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

* * * * *

RESOLUTION No. 11-0551 - RE: CREATE FUND 5675, StS OPWC 2011 CG07K

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

WHEREAS, it has become necessary to create a new fund in order to properly control the processing of financial related transactions involving the debt payments to the Ohio Public Works Commission, Loan No. CG07K for the Streetsboro Trunk Sewer, Ph 1 Construction Project; now therefore be it

RESOLVED, that Fund 5675, StS OPWC 2011 CG07K be created, and be it further

RESOLVED, that a certified copy of this resolution be filed with the Portage County Auditor 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 was as follows:

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

* * * * *
RESOLUTION No. 11-0552 - RE: CASH ADVANCE REPAYMENT- FROM FUND 5705, STS TRUNK REHABILITATION TO FUND 5600, StS GENERAL ADMINISTRATION

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

WHEREAS, on September 1, 2009, the Board of Commissioners adopted Resolution No. 09-0800, approving a cash advance in the amount of \$ 763,737.00 for the Streetsboro Trunk Sewer Rehabilitation Ph 1 Construction Project until funds were received from the Ohio Public Works Commission and permanent financing was in place, and

WHEREAS, funds from the Ohio Public Works Commission have been received and permanent financing is in place; now therefore be it

RESOLVED, that the following cash advance repayment be authorized in the amount of \$ 763,737.00:

FROM:
FUND 5705, StS TRUNK REHABILITATION
ORG CODE - 57050609
Project: 06260
Debit Expense Account
Object Code: 921000- Advance Out- Returns \$ 763,737.00

TO:
FUND 5600, STS GENERAL ADMINISTRATION,
ORG CODE – 560040S2
Project: 06260
Credit Revenue Account
Object: 291000 – Advance-In repayment \$ 763,737.00

and be it further

RESOLVED, that the County Auditor is hereby requested to make said cash advance repayment by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, the Department of Budget and Financial Management and the Water Resources Department, 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, Absent; Tommie Jo Marsilio, Yea; Christopher Smeiles, Yea;

* * * * *

RESOLUTION No. 11-0553 - RE: CLOSING OF FUND 1002, ENTERPRISE ZONE PROGRAM

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

WHEREAS, fiscal activity has ceased in Fund 1002, Enterprise Zone Program, all payments have been made and the Treasurer’s Cash Balance is \$0.00; now therefore be it

RESOLVED, that Fund 1002, Enterprise Zone Program is hereby closed; and be it further

RESOLVED, that a certified copy of this resolution be filed with the Portage County Auditor 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, Absent; Tommie Jo Marsilio, Yea; Christopher Smeiles, Yea;

* * * * *

RESOLUTION No. 11-0554 - RE: CLOSING OF FUND 5313, PCS TWIN LAKES PRELIM TREATMNT

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

WHEREAS, fiscal activity has ceased in Fund 5313, PCS Twin Lakes WWTP Preliminary Treatment Construction Project, all payments have been made and the Treasurer’s Cash Balance is \$0.00; now therefore be it

RESOLVED, that Fund 5313, PCS Twin Lakes Prelim Treatmnt is hereby closed; and be it further

RESOLVED, that a certified copy of this resolution be filed with the Portage County Auditor, the Water Resources Department 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, Absent; Tommie Jo Marsilio, Yea; Christopher Smeiles, Yea;

* * * * *

RESOLUTION No. 11-0555 - RE: ACCEPTANCE OF DONATION TO THE PORTAGE COUNTY SHERIFF.

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

WHEREAS, the Portage County Sheriff received a donation of approximately \$350 of assorted annual flowers; now therefore be it

RESOLVED, the Board of Portage County Commissioners does hereby accept the donation of flowers on behalf of the Portage County Sheriff from:

**Miller's Greenhouse
Hartville, Ohio**

; and be it further

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

Voice vote as follows:

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

* * * * *

RESOLUTIONS

June 21, 2011

1. Approval of the meeting minutes from the June 16, 2011 regular Board meeting.
2. Approve bills as presented by the County Auditor and reviewed by the Department of Budget & Financial Management/11-546
3. Approve the Journal Vouchers, as presented by the County Auditor./11-547
4. Approve the Then & Now Certification, as presented by the County Auditor./11-548
5. Enter into an agreement for storage services between the Portage County Board of Commissioners on behalf of the Office of Homeland Security & Emergency Management and the Portage County Combined General Health District./11-549

* * * * *

INVITATIONS

June 21, 2011

1. Invitation from Auto Title for the Retirement Celebration for Barbara Slattery after 42 years of services on Thursday, June 23, 2011, 2:00-4:00 PM at Auto Title.
2. Invitation from Portage Industries, Inc. for the 20th Annual Benefit Golf Outing on Tuesday, July 26, 2011 at Windmill Lakes Golf Club.

* * * * *

INCOMING CORRESPONDENCE

June 21, 2011

1. On June 16, 2011, Attorney Denise Smith suggested that the Board use the words “accept receipt” rather than “acknowledge” in the future when approving Journal Entries/the Board of Commissioners agreed to continue to use the work acknowledge in Journal Entries.
2. Confidential June 14, 2011 correspondence from Ron Habowski to Denise Smith, Prosecutor’s Office, regarding Correction Officers employment termination/Information only.
3. June 17, 2011 e-mail from Todd Peetz regarding the Northeast Ohio Sustainable Communities Consortium (NEOSCC) grant/The Board of Commissioners agreed to ask the Executive Assistant to attend the June 22nd meeting should her calendar allow.
4. April 20, 2011 e-mail from Charlene Badger regarding the Northeast Ohio Sustainable Communities Consortium (NEOSCC) grant/Information only.
5. June 16, 2011 correspondence from David Dix, Record Publishing, regarding the Kent Courthouse/Executive Assistant to draft a response thanking Mr. Dix for his comments.
6. June 15, 2011 correspondence from Todd Peetz, Regional Planning Commission, regarding technical assistance hours used and available for the 1st quarter 2011/Information only. Commissioner Marsilio

noted that the hours may be used if the Board of Commissioners agrees to use future CDBG funds to provide a means to alleviate flooding issues that exist in Aurora East or other areas in the county.

7. June 15, 2011 memo from the CCAO, regarding a request to contact members of the budget conference committee, the House and Senate/The Commissioners have already contacted committee members regarding the propose nursing home bed tax.

* * * * *

JOURNAL ENTRY

June 21, 2011

1. The Board of Commissioners authorized payment of the June 14, 2011 Invoice No. 11-21-3 for the 2011 Annual Membership dues for 3rd Quarter 2011 \$36,411.03 as presented by the Portage County Regional Planning Commission.
2. Board of Commissioners' signature requested on the payment authorization form for Ty-Tan Construction LLC for a roof replacement for homeowners Richard and Tracy Skladoni for \$500.00 as requested by the Regional Planning Commission. The B-F-09-1CJ-1 Formula Grant Activity #5 Home/Building Repair is funding this expense.
3. Board of Commissioners' signature requested on the payment authorization form for P&K Enterprises for a roof replacement for homeowner Pamela Kennedy for \$3,744.00 and the retainage of \$416 for a total amount of \$4,160.00 as requested by the Regional Planning Commission. The B-F-09-1CJ-1 Formula Grant Activity #5 Home/Building Repair is funding this expense.
4. Board of Commissioners' signature requested on the payment authorization form for Staples Plumbing for installation of a water line for homeowner Denise Collins for \$4,500.00 and the retainage of \$500.00 for a total of \$5,000.00 as requested by the Regional Planning Commission. The B-F-09-1CJ-1 Formula Grant Activity #5 Home/Building Repair is funding this expense.
5. Board of Commissioners' signature requested on the payment authorization form for Ohio Conference of Community development for OCCD full membership for period of 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.
6. In accordance with the ORC Section 325.07, the Board of Commissioners acknowledged the receipt the Portage County Sheriff's Transportation of Prisoners Report for April 2011.
7. Board of Commissioners' authorization requested to have Commissioner Marsilio to sign the Ohio Office of Criminal Justice Services Quarterly Subgrant Report for Portage County Courtroom Deputies on behalf of the Portage County Sheriff's Department for Grant No. 2009-RA-A02-2323 for March 16, 2011-June 15, 2011 for \$27,241.78. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.

* * * * *

REFERRED

June 21, 2011

1. Undated correspondence (received June 17, 2011) from Matt Mashore, Chesapeake Energy, regarding a lease of mineral interest for oil & gas lease covering Streetsboro Township, Portage County, 59.15 acres/Referred to Executive Assistant to gather the details of the proposal.

* * * * *

INFORMATION ONLY

June 21, 2011

1. June 10, 2011 correspondence from Mickey Marozzi, County Engineer to Janet Esposito, County Auditor, regarding repayment of loan for construction of the Portage County Engineer's new central facility.

* * * * *

JOURNAL ENTRY

June 21, 2011

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

1. The Board of Commissioners authorized payment of the June 14, 2011 Invoice No. 11-21-3 for the 2011 Annual Membership dues for Regional Planning Commission 3rd Quarter 2011 \$36,411.03, as presented by the Portage County Regional Planning Commission.
2. The Board of Commissioners signed the payment authorization form for Ty-Tan Construction LLC of Lakemore for a roof replacement at 793 Diane Drive in Streetsboro for homeowners Richard and Tracy Skladoni for \$500.00, as presented by the Regional Planning Commission. The B-F-09-1CJ-1 Formula Grant Activity #5 Home/Building Repair is funding this expense.
3. The Board of Commissioners signed the payment authorization form for P&K Enterprises of Ravenna for a roof replacement at 9476 Seymour Street in Streetsboro for homeowner Pamela Kennedy for \$3,744.00 and the retainage of \$416 for a total amount of \$4,160.00, as presented by the Regional Planning Commission. The B-F-09-1CJ-1 Formula Grant Activity #5 Home/Building Repair is funding this expense.
4. The Board of Commissioners signed the payment authorization form for Staples Plumbing of Streetsboro for the installation of a water line at 9342 Gerald Drive in Streetsboro for homeowner Denise Collins for \$4,500.00 and the retainage of \$500.00 for a total of \$5,000.00, as presented by the Regional Planning Commission. The B-F-09-1CJ-1 Formula Grant Activity #5 Home/Building Repair is funding this expense.
5. The Board of Commissioners signed the payment authorization form for Ohio Conference of Community development for the OCCD full membership for the time period of 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.
6. In accordance with the ORC Section 325.07, the Board of Commissioners acknowledged the receipt the Portage County Sheriff's Transportation of Prisoners Report for April 2011.
7. The Board of Commissioners authorized Commissioner Marsilio to sign the Ohio Office of Criminal Justice Services Quarterly Subgrant Report for Portage County Courtroom Deputies on behalf of the

Portage County Sheriff's Office for Grant No. 2009-RA-A02-2323 for the time period March 16, 2011 through June 15, 2011 for \$27,241.78. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.

8. The Board of Commissioners signed the Personnel Action Form acknowledging the resignation of Cara Young as a Social Services Worker 3 in the Portage County Department of Job & Family Services, as presented by Director Judee Genetin.
9. Today, the Board of Commissioners adopted Resolution 11-0555 accepting a donation of assorted flowers from Miller's Greenhouse of Hartville. The Board of Commissioners has accepted the Sheriff's offer to have jail trustees plant these flowers throughout the Administration Building property.
10. After meeting today in an Executive Session with The Woodlands at Robinson staff, the Board of Commissioners accepted their recommendation and agreed to the following actions:
 - A. Agree to accept the resignation of Dietary Supervisor Sue Marks, effective June 17, 2011
 - B. Authorize termination of Nursing Assistant for job abandonment, effective June 20, 2011
 - C. Authorize a five day suspension of an LPN for poor job performance on June 24, 25, 27, 30 and July 1, 2011
11. After meeting today in an Executive Session with The Woodlands at Robinson staff, the Board of Commissioners authorized The Woodlands at Robinson to advertise as follows:

DEPARTMENT	JOB TITLE	GRADE	ACTION
The Woodlands at Robinson	Full Time Dietary Supervisor Replacement for Sue Marks who resigned	MGO21	Post Externally
The Woodlands at Robinson	Full Time Nursing Assistant Replacement for Darlinda Raber	NSAS 1	Post Internally

12. After meeting today with The Woodlands at Robinson staff, the Board of Commissioners accepted the staff recommendation and authorized a daily room rate increase at The Woodlands at Robinson, effective August 1, 2011, as follows:

	Current Rate	New Rate
Skilled – Semi Private Room	\$199	\$220
Skilled – Private Room	\$209	\$240

13. The Board of Commissioners accepted the recommendation of Water Resources Department Interim Director Jeff Lonrick and agreed to accept the proposal of the H. Luli Construction Company of Hartville for the repair of the Streetsboro Wastewater Treatment Plant effluent outfall for \$1,815.00.
14. The Board of Commissioners accepted the recommendation of Water Resources Department Interim Director Jeff Lonrick and agreed to a payment schedule for Robert L. Lindsay, 6050 State Route 14, Ravenna (Sewer Account Number 399-20690-00) to allow a quarterly payment of \$125 until he is current, with no penalty charged. The Board of Commissioners noted that the account was under

billed by \$2,470.46 between March 1, 2005 and December 31, 2010 when the trailer park office was not set up to be billed.

15. After meeting in an Executive Session today with Water Resources Department Interim Director Jeff Lonzrick, the Board of Commissioners accepted his recommendation and authorized a three day suspension of a Biologist, without pay, for failure to follow the Commissioners' absenteeism and tardiness policy.
16. The Board of Commissioners accepted the recommendation of the Department of Budget & Financial Management Director and approved an additional appropriation for postage costs for the Portage County Board of Elections in the amount of \$10,626.00, as mandated by the 2011 NVRA Voter Records Maintenance Program NCOA & Supplemental Cancellation Processing.
17. The Board of Commissioners accepted the recommendation of the Department of Budget & Financial Management Director and approved an additional appropriation for Portage County Board of Elections' Board Member salaries based on the 2010 federal census in the amount of \$2,433.00.
18. Board of Commissioners signed the Personnel Requisition Form authorizing the posting of three Social Service Worker 3 position, as presented by the Portage County Department of Job & Family Services Director as follows:

DEPARTMENT	JOB TITLE	GRADE	ACTION
Department of Job & Family Services	Full Time Social Service Worker 3 Replacement for Cheryl Schneider, Cara Young and Shayna Little	JFS j	Post Internally & Externally

Commissioner Frederick 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 21, 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 **3:00 PM**. Commissioner Frederick absent, motion carries.

ABSENT

Maureen T. Frederick, President

Tommie Jo Marsilio, Vice-President

Christopher Smeiles, Board Member

Deborah Mazanec, Clerk

* * * * *