

Thursday, June 23, 2011

The Board of County Commissioners met in regular session on **Thursday, June 23, 2011 at 9:45 AM** with the following members present:

Tommie Jo Marsilio

Christopher Smeiles

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Commissioner Frederick – Absent

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It was moved by Christopher Smeiles, seconded by Tommie Jo Marsilio to approve the meeting minutes of the June 21, 2011 meeting. Commissioner Frederick absent, motion carries

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Also attending throughout the day: Mike Sever, Record-Courier; Hank Dunckel; Brimfield Township Community Development & Zoning Inspector Dick Messner

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PORTAGE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

Present: Dr. Patrick Macke, Lynn Leslie, Attorney Ron Habowski

Dr. Macke advised that there was a 26 month negotiation for the Unit A contract, which sets a new salary schedule for new employees. He noted that costs over the next several years will be reduced as retirements occur. Dr. Macke noted that the wage scales for Portage County DD employees are higher than others regionally; they could be the highest in all of Ohio.

Attorney Habowski advised that this is the first time in 20 years that there has been a three year wage freeze on the base.

Commissioner Marsilio commended Dr. Macke on the pay freeze and for recognizing the reality of the economic times that we live in. Dr. Macke responded that there are no more automatic pay increases.

1. Accept and approve a collective bargaining agreement between the Portage County Board of Developmental Disabilities (PCBDD) and the Portage County Educators Association for the Mental Retarded – Unit A./11-561
2. Accept and approve a collective bargaining agreement between the Portage County Board of Developmental Disabilities (PCBDD) and the Portage County Educators Association for the Mental Retarded – Unit B./11-562

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INTERNAL SERVICES

Present: JoAnn Townend

DISCUSSION

1. The Director presented the letter from PSS Telecom Management terminating the Management Agreement for managing radio communications with the county effective October 1, 2011. The Director noted that there is only county equipment on the buildings now and the county does not need to hire a company to manage that. The Board of Commissioners agreed to terminate the agreement. The Director advised that there is an agreement with NEOMED in place and one with Dorson in Mantua. JoAnn Townend agreed to get a complete file from PSS Telecom Management before the agreement terminates.
2. Captain McRitchie sent JoAnn Townend two quotes for radio “fixes” to allow use of radios in the Administration Building and the Court House; one fix is at \$1,083.90 and the second is about \$10,000. Jon Barber has suggested using “push to talk” phones rather than radios. He has a batch of phones that could be used although there is a monthly fee attached. JoAnn Townend agreed to talk to Major Missimi and Captain McRitchie about which way to go.
3. The Director reported that the trees at the former nursing home/current Records Center are locust trees. She added that after the last storms there was 5” of water on the roof since the drains are clogged. The recommendation is to cut down five locust trees and then trim back the red maples. Since the five trees will generate lumber, the Director asked what the Board of Commissioners wants to do with the lumber? Commissioner Smeiles suggested that the tree cutter take the wood for a reduced rate/credit to the county.
4. NACO Prescription Card – The Director has looked at the Geauga County website and was impressed with the layout. The Board of Commissioners agreed to name the Portage County cards: Portage County Rx.
5. Commissioner Marsilio noted that she and JoAnn Townend met with Jim Miner of Miner’s Tractor Sales and the county was able to purchase a salt spreader and a mower from his Rootstown location. There was a discussion about the county hosting a gathering of Portage County companies to see what is available. Mr. Miner contacted Commissioner Marsilio to discuss that gathering and advised that he would like to be involved.

The Board of Commissioners agreed that it would be a good idea to get Portage County companies together at one site – perhaps Maplewood.

6. The Director has not been able to locate a current contract for Productive Portfolios/Productive Capital Management who works with the County Treasurer (Investment Advisory Committee). The Treasurer has recommended moving to a discretionary services agreement instead of the current non-discretionary agreement. The Director noted that nothing precludes the Board of Commissioners from bidding out or taking proposals for this service. JoAnn Townend to contact the County Treasurer to move this forward.

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RESOLUTIONS

- 1. Enter into a real estate lease agreement with Family & Community Services for lease of suite 122 for JFS visitation program (July 1, 2011 through June 30, 2012) \$400.00 per month./11-563

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Brimfield Township Community Development & Zoning Inspector Dick Messner Commissioner Smeiles noted that he went to Estes Drive yesterday with County Engineer staff to look at the area in question to be vacated.

Mr. Messner noted that the Cascades of Brimfield continues to grow.

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HUMAN RESOURCES - cancelled

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1:00 AM Recessed for Lunch
1:05 PM Board of Commissioners Reconvened
Commissioner Marsilio not attending

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COUNTY ENGINEER

EPA Rep Kathryn Epps, Mickey Marozzi, Anthony Zumbo, Bryan Ford, Shalersville Township Trustees, Attorney Chris Meduri, Executive Assistant

Kathy Epps presented the EPA certificates of recognition of Portage County in recognizing the importance of protecting ground water resources with the Drinking Water Source Protection Plan for Portage County – Shalersville and Brimfield.

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Commissioner Marsilio attending

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Aurora East Flooding

Commissioner Smeiles commented that the watershed area must be identified and it must be established who can initiate the ditch petition. County Engineer Marozzi responded that the ditch petition process would identify the watershed area; he would need at least a \$5,000 deposit to accompany the petition to start the process. Once the petition and deposit is in place, he would hire an engineering consultant to look at the site. He added that the process is defined by the ORC and is difficult and complex. Attorney Meduri reported that the petition must be filed by the homeowners or a political subdivision impacted by the flooding. Mr. Marozzi added that the homeowners have two choices 1) fix the issue themselves or 2) follow the petition procedure.

Mr. Marozzi reminded the Board that the county spent over \$2 million years ago and installed pipes that were designed to take the water coming into the subdivision to the adjoining properties. There

are about a half dozen homes that are built below the drainage piping. There is too much water not getting to the catch basins, which can only collect water that gets to them. He added that some of the homeowners in this subdivision have created their own problems when they eliminated ditches by installing piping, which eliminated the contour necessary to collect the storm water. That is more aesthetically pleasing but not conducive to water management. The fix would be to stop water from coming into the development by capturing, controlling and maintaining it before it gets to the site.

Trustee Vines commented that the homeowners have started a grassroots movement/neighborhood watch to combat the water problems. They held a meeting and discussed the petition process. They are concerned that the "fix" may be very expensive. Mr. Marozzi responded that the residents are also afraid of the flooding. He added that James Bierlair has been on site and is working with the residents of one street planning upgrades to alleviate flooding. Trustee Vines added that the residents also have information about the Ohio Treasurer's Renew/Rebuild Program. She added that Regional Planning Commission staff was on site last week, as well.

Commissioner Marsilio commented that she likes her idea of using future CDBG funds for these types of projects countywide and will explore that idea. She wondered why the residents would not want to band together to improve the situation. Commissioner Smeiles stated that 324 house could split the \$5,000 fee at \$16.00 per house. Commissioner Marsilio asked if the township has a database for Aurora East that could be used to send all of the homeowners a letter explaining their options. The Township does have an electronic database that they will send to the Clerk.

Commissioner Smeiles noted that there needs to be a cost estimate and plans for any CDBG application. The \$5,000 fee would be used for a preliminary engineering study to provide the project scope and assessment. He asked Attorney Meduri if the county is allowed to pay the \$5,000 fee for the petition. Attorney Meduri responded that the money may be lost; Mr. Marozzi added that it would be risky to the Board of Commissioners.

Trustee Bujak stated that the residents are reluctant to petition for the fix since the cost is unknown. Until the \$5,000 is spent, nobody will know what the cost will be.

Commissioner Marsilio commented that she is sympathetic to Aurora East residents' situation but the General Fund cannot assist everyone with water issues. She is good with using CDBG money next year for the start of this project but is concerned about setting precedent by using General Fund monies. She would suggest communicating to the residents that the Board of Commissioners is working with the County Engineer and the Trustees.

Nancy Vines asked if the \$5,000 fee could be assessed once the project moves forward? Attorney Meduri responded yes. Commissioner Smeiles noted that the county could cash advance the money and get it back via the assessment process.

Commissioner Marsilio stated that she would prefer that the homeowners pay the \$5,000 and not the General Fund. Commissioner Smeiles responded that he is willing to spend \$5,000 to protect the county's original investment of \$3 million. Commissioner Marsilio responded that she cannot justify the expense.

Commissioner Smeiles asked if Commissioner Marsilio would be OK with using county funds if it is not the General Fund? She responded yes – Commissioner Smeiles agreed to investigate other sources of the money. Commissioner Smeiles will discuss this with the Prosecutor’s Office and the Department of Budget & Financial Management. The Board of Commissioners asked Attorney Meduri to investigate use of the General Fund. Commissioner Marsilio added that the county must be ready to assist all residents with their Stormwater issues if the Board agrees to pay this \$5,000 fee. The County Engineer stated that there are 6-12 more subdivisions out there with similar problems.

Trustee Vines stated that the residents are blaming the surrounding property owners and the county, who owns the roads.

Mr. Marozzi stated that someone must complete the petition ditch process; he added that he believes that the fix would not be expensive. He needs to complete an engineering study before giving an estimated price but thinks it would be below \$500,000. Someone must spend the \$5,000 to get the estimate. The fix would be the creation of retention basins or another approved control structure to stop, control and manage the water before it gets into the subdivision.

Commissioner Smeiles asked if the Storm Water funds can be used for this project? Commissioner Marsilio responded that this is a quantity issue and not a quality issue. The County Engineer agreed but noted that he may be able to contribute some funds to the project as it moves forward if there is a water quality improvement.

Commissioner Smeiles stated that every time it rains, residents worry about being flooded. Mickey Marozzi responded that many years ago, the flood waters went in the front doors and out the back doors. His project fixed that. He added that the assessed capital project can be assessed over a period of time. A \$500,000 project would be \$1,500 per homeowner without the adjoining property owners included, who will have to pay for a portion of the fix.

Commissioner Marsilio stated that it is not fair to say that the residents won’t pay the \$16 per homeowner for the \$5,000 petition process without asking them first. The Board of Commissioners agreed to send a letter to the residents advising that the Board of Commissioners, Trustees and Engineer are aware of the problem, offer to facilitate communication and give them their options to help them help themselves. Trustee Vines will get the electronic list of homeowners to the Board of Commissioners to send a letter with options. Mickey Marozzi agreed to cosign the letter with the Board of Commissioners, which the Clerk will draft.

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Aurora East road issue

The County Engineer has suggested that the county turn over the roads in the subdivision to the Township since the county does not usually keep the roads. In this case, a previous County Engineer lost a lawsuit over this subdivision and a judge ordered that the roads be county. Commissioner Marsilio responded that, If there is a court order, the Board of Commissioners cannot undo that with a resolution. Commissioner Smeiles pointed out that the Trustees do not want the roads. Mickey Marozzi responded that the roads are draining the county budget; he added that he had to purchase special

equipment to service these roads and spent \$3 million several years ago to upgrade the roads to subdivision standards.

Trustee Ruehr stated that the Township does not want to take the roads. Mr. Marozzi agreed to investigate whether or not there is a court order in place and get back to the Board of Commissioners.

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EXECUTIVE ASSISTANT

Present: Charlene Badger

The Board of Commissioners has interviewed all Airport Board applicants. There are three vacancies on the Board at this time; two three year terms and one one-year term.

Appoint Brian Hirsch and Melvin Steedley/11-0564

GAPP Board appointment of Suzanne Livengood: 11-0565

The Board of Commissioners discussed appointing Ms. UmBayemake to the Library Board since her background is libraries and counseling and they were impressed with credentials.

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Northeast Ohio Sustainable Communities Consortium (NEOSCC)

The Executive Assistant attended the Board of Directors' meeting yesterday and received an apology in not inviting Portage County to participate in this grant process. The Board will send a formal letter of invitation to Portage County and other counties who were not invited. The letter should explain the \$23,000 dues annually for three years. Ms. Badger explained that all involved are either government or quasi governmental agencies.

The HUD/US EPA grant is for \$4.2 million for 12 NE Ohio counties and was the grant was submitted by the six largest counties. Regional Planning Commission Director Todd Peetz would like Portage County to be included in the project. The local match for this grant could be time spent by the Executive Assistant and the Regional Planning Commission plus mileage, etc.

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JOB & FAMILY SERVICES - Cancelled

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PARTA BOARD CANDIDATE – Richard Brockett

The Board of Commissioners met with Mr. Brockett to discuss his interest in continuing to serve on the PARTA Board.

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FAMILY & COMMUNITY SERVICES

Present: Mark Frisone, Jim Eskridge, Carol Beatty, Audrey Tillis, Patrick White

The group is attending today to request Board of Commissioners support for the application for the Second Chance Act Adult Offender Reentry Program for Planning and Demonstration Projects FY 2011 Competitive Grant Announcement to the US Department of Justice Office. The grant would be a collaboration of the Family & Community Services, the Portage County Reentry Coalition, and the Portage County Adult Probation Department and would fund two positions – a Reentry Specialist and a Reentry Probation Officer. This is a one year grant with a 50% match that can be waived due to the budget reductions. The application is due June 30, 2011 by 11:59 PM

The Board of Commissioners agreed to move forward with this application noting that, should the 50% match not be waived, the grant would not be accepted by the county. The grant application must be completed and to the Board of Commissioners for staff review by Monday, June 27, 2011.

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RESOLUTION No. 11-0556 - 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 23, 2011 in the total payment amount of **\$353,490.59 for Funds 0001-8105** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

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

Roll call vote as follows:

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

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RESOLUTION No. 11-0557 - 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

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:

6-22-11	951	16302.62
6-22-11	936	10032.28
6-22-11	934	36411.03
Total		62745.93

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;

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RESOLUTION No. 11-0559 - 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 \$3190.26 as set forth in Exhibit "A" dated **June 23, 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;

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RESOLUTION No. 11-0560 - RE: WIRE TRANSFER TO OHIO WATER DEVELOPMENT AUTHORITY SERVICES 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 Department of Budget and Financial Management or other designee on June 23, 2011 in the total payment amount of **\$ 485,277.22 for Ohio Water Development Authority** 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 interest and principal totaling \$ 485,277.22 as presented by the Portage County Auditor's Office:

Wire Transfer on Thursday, June 30, 2011 \$485,277.22

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;

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RESOLUTION No. 11-0561 - RE: ACCEPT AND APPROVE A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE PORTAGE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES (PCBDD) AND THE PORTAGE COUNTY EDUCATORS ASSOCIATION FOR THE MENTALLY RETARDED - UNIT A.

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

RESOLVED, that the Board of Portage County Commissioners does hereby accept and approve the Collective Bargaining Agreement between the Portage County Board of Developmental Disabilities (PCBDD) and the Portage County Educators Association for the Mentally Retarded – Unit A, as negotiated and accepted by vote of the Bargaining Unit; and be it further

RESOLVED, that this agreement is in effect from September 1, 2009 and shall continue in full force and effect until August 31, 2012; 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;

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RESOLUTION No. 11-0562 - RE: ACCEPT AND APPROVE A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE PORTAGE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES (PCBDD) AND THE PORTAGE COUNTY EDUCATORS ASSOCIATION FOR THE MENTALLY RETARDED - UNIT B.

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

RESOLVED, that the Board of Portage County Commissioners does hereby accept and approve the Collective Bargaining Agreement between the Portage County Board of Developmental Disabilities (PCBDD) and the Portage County Educators Association for the Mentally Retarded – Unit B, as negotiated and accepted by vote of the Bargaining Unit; and be it further

RESOLVED, that this agreement is in effect from September 1, 2010 and shall continue in full force and effect until August 31, 2013; 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;

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RESOLUTION No. 11-0563 - RE: ENTER INTO REAL ESTATE LEASE AGREEMENT BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES (VISITATION PROGRAM) AND FAMILY & COMMUNITY SERVICES OF PORTAGE COUNTY.

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

WHEREAS, the Board of Commissioners wishes to lease real estate property situated in the City of Ravenna, County of Portage, for the Portage County Department of Job & Family Services (Visitation Program); and

WHEREAS, Family and Community Services of Portage County has property located at 703 Oakwood St., suite 122, Ravenna, Ohio available for lease by the Portage County Commissioners; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into a Lease Agreement for approximately Two thousand eighty-nine (2,089) square feet for twelve (12) months beginning on July 1, 2011 through June 30, 2012; and be it further

RESOLVED, that the monthly lease amount shall be four hundred and 00/100 dollars (\$400.00) for the term of this agreement; 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;

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RESOLUTION No. 11-0564 - RE: APPOINTMENTS TO THE PORTAGE COUNTY REGIONAL AIRPORT AUTHORITY BOARD OF TRUSTEES

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

WHEREAS, Ohio Revised Code Chapter 308 authorizes the creation of a regional airport authority and the Portage County Regional Airport Authority Board of Trustees has been established for the purpose of acquiring, establishing, constructing, operating and promoting the use of the Portage County Regional Airport; and

WHEREAS, There currently are two open positions on the Board of Trustees;

Now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby appoint the following to a three year term from June 28, 2011 to June 27, 2014:

- | | |
|--------------------|-----------------------|
| Brian W. Hirsch | W. Melvin Steedly |
| 8043 Nicodemus Rd. | 2743 Easthaven Dr. |
| Ravenna, OH 44266 | Hudson, OH 44236-1509 |

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;

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RESOLUTION No. 11-0565 - RE: PORTAGE COUNTY APPOINTMENTS TO THE GEAUGA-ASHTABULA-PORTAGE PARTNERSHIP WORKFORCE INVESTMENT BOARD (GAPP WIB).

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

WHEREAS, the Portage County Board of Commissioners, in collaboration with the Boards of Commissioners from Geauga County and Ashtabula County, created a three county Regional

1. Does the Board wish to attend the US Department of Homeland Security FEMA Discovery meeting for Cuyahoga watershed on Tuesday, July 5, 2011 at 9:00 AM in Hudson/The Board of Commissioners noted that JoAnn Townend will advise the Building Department of this meeting.
2. June 17, 2011 correspondence from Linda Mahne, regarding unlicensed dog/Clerk to check with the Dog Warden to determine if he has responded and to ask if there is written notice to license holders in November and December yearly.
3. June 17, 2011 memo from Nancy Dailey, WIC, including two (2) updated job descriptions for Board consideration/The Board of Commissioners agreed to send the job descriptions to Karen U'Halie for update, as requested by Ms. Dailey.
4. June 20, 2011 e-mail from Sujata Sulzer, James G. Zupka CPA, Inc., to County Auditor Janet Esposito, regarding the WIA grant and the CAFR report/Information only.
5. May 22, 2011 (received June 20, 2011) from Andrew Jurovcik, regarding hydraulic fracturing operations/Information only.

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JOURNAL ENTRY

June 23, 2011

1. Board of Commissioners' signature requested on the Journal Entry to reimburse the Regional Planning Commission from Grant B-F-10 Administration for period May 2, 2011 through May 29, 2011 not previously billed for \$1,647.69 as requested by the Regional Planning Commission. Documents reviewed by the Department of Budget & Finance with no exceptions noted.
2. Board of Commissioners' signature requested on the Journal Entry to reimburse the Regional Planning Commission from the New Horizons Grant for period May 2, 2011 through May 29, 2011 not previously billed for \$2,477.96 as requested by the Regional Planning Commission. Documents reviewed by the Department of Budget & Finance with no exceptions noted.
3. The Board of Commissioners acknowledged the receipt of the Kennel Disposition Report for June 13, 2011 through June 19, 2011, as presented by Dog Warden Dave McIntyre.
4. Board of Commissioners' authorization requested to allow use of the WIC parking lot on Friday, August 12, 2011 from 12:00 Noon-4:00 PM for a Family Fun Fair as requested by WIC.
5. Board of Commissioners' authorization requested to allow payment of the invoice for \$242.16 for Apiary services provided during May 2011 as presented by the Portage County Apiary Inspector, James Just.
6. June 3, 2011 Notice from Ohio Division of Liquor Control of a request for a new liquor license for Giant Ohio LLC dba Giant 443, Brimfield Township, Kent, Ohio. Does Board of Commissioners wish to request a hearing? The Brimfield Township Trustees have no objections and are not requesting a hearing. Board authorization requested to have the Clerk to sign and return the notice.

7. Board of Commissioners' signature requested on the payment authorization form for David Sommers AIA for architectural services to prepare specifications and drawings for the proposed facility improvements for Community Action Council for \$1425.00 as requested by the Regional Planning Commission. The B-F-09-1CJ-1 Formula Grant Activity #3 is funding this expense.
8. Board of Commissioners' signature requested on the payment authorization form for David Sommers, AIA for additional structural engineering for the north and south walls of the Community Action Council building in the amount of \$920.00 as requested by the Regional Planning Commission. The B-F-09-1CJ-1 Formula Grant Activity #3 is funding this expense.
9. Board of Commissioners' signature requested on the payment authorization form for CTG Environmental LLC for final lead clearance for the Kevin Coleman house located at 164 E. Spruce Street, Ravenna for \$1375.00 as requested by the Regional Planning Commission. The B-F-09-1CJ-1 Formula Grant Activity #4 is funding this expense.
10. 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 for \$18029.00 as requested by Regional Planning Commission. The B-F-09-1CJ-1 Formula Grant Activity #3 Neighborhood Fac/Community Center is funding this expense.
11. Board of Commissioners' signature requested on the Satisfaction of Mortgage for Carol Lind as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.

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REFERRED

June 23, 2011

1. The Board of Commissioners received a Notice of Appeals from the State Personnel Board of Review regarding Case No. 11-ABL-06-0199 (Kline). Referred to Prosecutor's Office, the Human Resources Department and Attorney Ron Habowski.

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PROSECUTOR

June 23, 2011

1. June 20, 2011 correspondence from Leigh Prugh to Frank Arthur, regarding tap in credit/Information only.
2. June 20, 2011 e-mail from Leigh Prugh, regarding Timberstone subdivision/The Board of Commissioners discussed this issue and agreed to ask Attorney Prugh to draft whatever document to be filed to vacate the plat and send them to the landowner advising that if the land is not vacated by July 15, 2011, the Board of Commissioners will move forward to vacate the plat.

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JOURNAL ENTRY

June 23, 2011

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

1. The Board of Commissioners signed the Journal Entry to reimburse the Regional Planning Commission from Grant B-F-10 Administration for the time period May 2, 2011 through May 29, 2011 not previously billed for \$1,647.69, as presented by the Regional Planning Commission. Documents reviewed by the Department of Budget & Finance with no exceptions noted.
2. The Board of Commissioners signed the Journal Entry to reimburse the Regional Planning Commission from the New Horizons Grant for the time period May 2, 2011 through May 29, 2011 not previously billed for \$2,477.96, as presented by the Regional Planning Commission. Documents reviewed by the Department of Budget & Finance with no exceptions noted.
3. The Board of Commissioners acknowledged the receipt of the Kennel Disposition Report for June 13, 2011 through June 19, 2011, as presented by Dog Warden Dave McIntyre.
4. The Board of Commissioners authorized the use of the WIC parking lot at the Portage County Administration Building on Friday, August 12, 2011 from 12:00 Noon-4:00 PM for a Family Fun Fair, as requested by the WIC Program Manager.
5. The Board of Commissioners authorized payment of the invoice for \$242.16 for Apiary services provided during May 2011, as presented by the Portage County Apiary Inspector James Just. Documents reviewed by the Department of Budget & Finance with no exceptions noted.
6. In response to the June 3, 2011 Notice from Ohio Division of Liquor Control of a request for a new liquor license for Giant Ohio LLC dba Giant 443, 4415 SR 43, Brimfield Township, the Board of Commissioners agreed to not request a hearing noting that the Brimfield Township Trustees have no objections and are not requesting a hearing. The Board of Commissioners authorized the Clerk to sign and return the notice.
7. The Board of Commissioners signed the payment authorization form for David Sommers AIA for architectural services to prepare specifications and drawings for the proposed facility improvements for Community Action Council for \$1425.00, as presented by the Regional Planning Commission. The B-F-09-1CJ-1 Formula Grant Activity #3 is funding this expense.
8. The Board of Commissioners signed the payment authorization form for David Sommers, AIA for additional structural engineering for the north and south walls of the Community Action Council building in the amount of \$920.00, as presented by the Regional Planning Commission. The B-F-09-1CJ-1 Formula Grant Activity #3 is funding this expense.
9. The Board of Commissioners signed the payment authorization form for CTG Environmental LLC of Cleveland for a final lead clearance for the Kevin Coleman house located at 164 East Spruce Street in Ravenna for \$1,375.00, as presented by the Regional Planning Commission. The B-F-09-1CJ-1 Formula Grant Activity #4 is funding this expense.

10. The Board of Commissioners signed the payment authorization form for Cleveland Ohio Roofing of Fairview Park for a roof replacement of the Community Action Council building located at 1036 West Main Street, Ravenna for \$18,029.00, 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.

11. The Board of Commissioners signed the Satisfaction of Mortgage for Carol Lind, 9544 Cloverleaf in Windham, as presented by the Neighborhood Development Services. Documents reviewed by the Department of Budget & Financial Management who noted that the documents appear to be reasonably correct and ready for Board signatures.

Maureen T. Frederick, absent, motion carries.

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We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting on **June 23, 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 3:45 PM. Commissioner Frederick absent, motion carries.

ABSENT

Maureen T. Frederick, President

Tommie Jo Marsilio, Vice-President

Christopher Smeiles, Board Member

Deborah Mazanec, Clerk

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