

Tuesday, June 28, 2011

The Board of County Commissioners met in regular session on **Tuesday, June 28, 2011 at 9:35 AM** with the following members present:

Maureen T. Frederick

Tommie Jo Marsilio

Christopher Smeiles

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It was moved by Tommie Jo Marsilio, seconded by Christopher Smeiles to approve the meeting minutes of the June 23, 2011 meeting. All in favor, motion carries

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Also attending throughout the day: Hank Dunckel

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Administration Building Chimney

The Board of Commissioners noted that some building employees have expressed concern about the intent to take down the chimney tower at the administration building. Safety/Loss Control Coordinator Michelle Ripley noted that she met with the contractor today to discuss the project.

Commissioner Smeiles asked that Ms. Ripley take photos of the parking lot, chimney and building , etc which she will do in case there are repairs required after the bricks fall.

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PROSECUTOR

Present: Denise Smith, David Brode, Michelle Ripley

Attorney Smith reported that the Human Resources Department received a public records request for information regarding Directors of Nursing and Nursing Home Administrators at The Woodlands at Robinson; information that the department does not have available. The Board of Commissioners agreed not to create that record.

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Prosecutor's Correspondence

June 28, 2011

1. June 27, 2011 email from Attorney Denise Smith regarding the State of Ohio State Personnel Board of Review Procedural Order/Board of Commissioners to discuss in an executive session today with Denise Smith.
2. June 27, 2011 e-mail from Leigh Prugh, Prosecutor's Office, regarding Timberstone Subdivision/Attorney Smith to discuss this issue with Attorney Prugh.

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9:55 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 SPBR issue and a workers' compensation issue. **Also present:** Attorney Denise Smith, Attorney David Brode and Safety/Loss Control Coordinator Michelle Ripley. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

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

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

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THE WOODLANDS AT ROBINSON

Present: Christa Mayes, Allison Goudy, Karen U'Halie and Denise Smith

The Nursing Home Administrator reported that the census today is 85 plus one with 23 skilled patients in house.

The Nursing Home Administrator will work with JoAnn Townend to move the therapy contract forward.

The Nursing Home Administrator presented a letter of congratulations from State Representative Kathleen Clyde to her on her appointment as The Woodlands at Robinson Nursing Home Administrator.

Commissioner Marsilio noted that Representative Barbara Sears has confirmed that the Nursing Home bed tax issue is closed for 2011 but remains open for 2012.

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10:15 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 termination and a hiring issue. **Also present:** Christa Mayes, Allison Goudy, Human Resources Department Director Karen U'Halie, Attorney Denise Smith. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

11:10 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, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

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

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EXIT CONFERENCE FOR 2010 AUDIT

Present: Jim Zupka, Sujata Sulzer, Jeff Rinehart; County Auditor Janet Esposito; County Treasurer Steve Shanafelt; Attorney Denise Smith; Brian Kelley; Rebecca Ritterbeck; Maureen Bennett

11:05 AM Motion by **Tommie Jo Marsilio** to enter into an executive session for an audit conference conducted by independent certified public accountant James G. Zupka, CPA, Inc. seconded by

Christopher Smeiles. Also attending: Jim Zupka, Sujata Sulzer, Jeff Rinehart; County Auditor Janet Esposito; County Treasurer Steve Shanafelt; Attorney Denise Smith; Brian Kelley; Rebecca Ritterbeck; Maureen Bennett. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

11:45 AM Commissioner Smeiles left the Executive Session

11:55 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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DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT

Present: Audrey Tillis

Resolutions

1. General Fund Amendments to the Annual Appropriation Resolution/11-0572
 - a. Commissioner Other, Supplemental Transfer –
 - i. Board of Election – BOC Approved J/E #15 & 16, 6/21/2011
 - ii. Data Processing Board – BOC Approved J/E # 14, 5/24
 - b. Building Maintenance, Transfer – Approp for Seasonal Staff
 - c. Clerk of Courts, Transfer – Projected Need
 - d. Domestic Relations, Supplemental – Correct Vendor Error – Copier Lease
 - e. Board of Elections, Supplemental – BOC Approved J/E # 15 & 16, 6/21/2011
 - f. Data Processing Board, Supplemental – BOC Approved J/E #14

2. Other Funds Amendments to the Annual Appropriation Resolution/11-0573
 - a. 1001, Certificate of Title Administr – Supplemental, Employee Retirement
 - b. 1019, Tax Certification Admin – Supplemental, New Fund ORC 5721.31
 - c. 1111, Sheriff Courtroom Deputies – Supplemental, Project Need
 - d. 1160, Hazmat Operations – Supplemental, Increase overall budget
 - e. 1201, Motor Vehicle And Gas Tax, Supplemental – Prof & Tech and Retirement Payoff
 - f. 1412, JFS Help Me Grow Allocation – Transfer, Projected Need
 - g. 1414, Child Support General Admin – Transfer, Projected Need
 - h. 4004 Fin Sys Flag Impl Capital – Supplemental, BOC Approved 5/24 JE#14
 - i. 4206, Lakewood Rd Bridge Replacement – Supplemental – Required to Finalize
 - j. 4215, Resurfacing Projects – Supplemental, Waterloo Rd
 - k. 5200, PCS General Administration – Transfer – Move Budget Where Needed
 - l. 5600, Sts General Administration – Transfer – Move Budget Where Needed
 - m. 5705, Sts Trunk Rehabilitation – Supplemental – New Construction
 - n. 7002, Central Vehicle Maintenance – Supplemental, To Appropriate Need

3. Create Fund 1019, Tax Certificate Administration/11-0574
4. The Board of Commissioners approved the final Tax Budget Draft for Display and submittal to Auditor's Office, as presented

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12:05 PM Recessed for lunch
 1:10 PM Reconvened
 Commissioner Smeiles not attending

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OFFICE OF HOMELAND SECURITY & EMERGENCY MANAGEMENT

Present: Jon Barber, Karen U'Halie

1:10 PM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Tommie Jo Marsilio**, seconded by **Maureen T. Frederick** that the Board of Commissioners move into executive session to consider security issues and personnel issues. **Also present:** Homeland Security and Emergency Management Office Director Jon Barber and Human Resources Department Director Karen U'Halie. Roll call vote: Christopher Smeiles, Absent; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

1:32 PM Commissioner Smeiles attending

1:38 PM Upon conclusion of the above referenced discussion, it was moved by **Tommie Jo Marsilio**, seconded by **Christopher Smeiles** that the Board of Commissioners move out of executive session. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

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

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Internal Services Director JoAnn Townend attending with Jon Barber
 The Board of Commissioners discussed the request to Commissioner Frederick from Larry Solak for continued access to the Administration Building roof for maintenance for the repeater that the radio club [The American Radio Relay League, Inc.] had installed in 1979. Mr. Solak said the radio officer had been given a key some time ago and has had occasion to come in and perform routine maintenance. With the recent personnel changes here, Mr. Solak would like assurance of their continued access.

Director Barber advised the Board of Commissioners that although the club stands ready to assist in providing a civil defense service in an emergency situation, the club is not a part of the Homeland Security and Emergency Management Office's Emergency Operations Plan. Both he and Director Townend recommended removal of the equipment.

The Board of Commissioners agreed to send a correspondence to the radio club advising that the equipment must be moved within the next 90 days because of the liability issues that exist with a non-public entities' equipment in place/Clerk to draft the correspondence.

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WATER RESOURCES

Present: Jeff Lonzrick, Karen U'Halie

- RESOLUTION -** Determining to proceed with the construction of Project No. ST-4 (06-275), Streetsboro Trunk Sewer Rehabilitation, Phase 2 & 3, in the Streetsboro Sanitary Sewer District No. 4./11-571

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2:05 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 employment issues. **Also present:** Interim Director Jeff Lonzrick and Human Resources Department Karen U'Halie. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

2:55 PM Upon conclusion of the above referenced discussion, it was moved by **Tommie Jo Marsilio**, seconded by **Christopher Smeiles** that the Board of Commissioners moves out of executive session. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

After exiting executive session, the Board took action by Resolution No.11-0575 and Journal Entry.

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DISTRICT LIBRARY

Present: Cecelia Swanson, Linda Rogers, Charlene Badger, Betty Clapp, David Brown, Steve Spencer

The Director and Board Members are attending today to discuss the proposed Library District ballot issue for the November 2011. The Director reported that state funding to the Library has decreased over the past 10 years resulting in a 39% decrease in staffing, a 53% decrease in hours of operation and a 30% decrease in funding. This levy would cost homeowners \$30 per \$100,000 value and result in about \$2.4 million over the life of the levy.

Commissioner Marsilio commented that the Ohio Revised Code states that the taxing authority [Board of Commissioners] shall place the levy on the ballot if requested by the Library Board. The Commissioners also noted that Attorney David Brode is preparing the draft resolution for their consideration.

Charlene Badger remarked that the three library districts; Kent, Reed Memorial and Portage County, are working together sharing publicity and effort for three separate levy issues.

Commissioner Frederick and Commissioner Smeiles wished the representatives good luck with the effort.

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Commissioner Frederick mentioned that she would like to work with the Portage County Chambers of Commerce to coordinate and host a Job Fair for veterans returning home from active duty. She had recently seen a program that highlighted a model program in California that assists returning veterans

with job opportunities. In this extraordinarily tight job market, perhaps a collaborative effort, including the participation of the chambers of commerce, would work. The California program utilizes the local chambers to coordinate job fairs within their respective communities. Local businesses may be more willing to participate in a local event, even if they may only have one or two job possibilities.

Commissioner Marsilio offered to meet with each chamber individually to foster the idea and refine a strategic approach to the logistics

Commissioner Frederick will draft a letter to the chambers for Board of Commissioners review.

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RESOLUTION No. 11-0566 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

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

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Department of Budget and Financial Management or other designee on June 28, 2011 in the total payment amount of **\$480,798.06 for Funds 0001-7102** 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. 11-0567 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

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

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

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

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

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

06/28/11	1125	\$ 3,750.47
06/26/11	1046	114.52
Total		\$ 3,864.99

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. 11-0568 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.

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

WHEREAS, Ohio Revised Code Section 5705.41 (D)(1) authorizes the expenditure of moneys, provided a certificate of the County Auditor is supplied stating that there was at the time of the making of such contract or order and at the time of the execution of such certificate a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances (Then and Now Certification), and

WHEREAS, the Then and Now Certification is recommended by the State Auditor's Office, the Portage County Auditor's Office, and the Portage County Prosecutor's Office, and

WHEREAS, a listing of expenditures, attached hereto as Exhibit "A" and incorporated herein by reference, has been certified by the County Auditor according to Ohio Revised Code section 5705.41 (D)(1); now therefore be it

RESOLVED, that the expenditures listed herein are properly certified by the County Auditor in the amount of **\$24,826.57** as set forth in Exhibit "A" dated **June 28, 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. 11-0569 - RE: A RESOLUTION AUTHORIZING THE PURCHASE, THROUGH THE STATE OF OHIO CONTRACT #GDC104, OF ONE (1) 2012 FORD FOCUS 4-DOOR SEDAN FOR USE BY THE PORTAGE COUNTY ENGINEER.

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

WHEREAS, the Portage County Engineer, Michael A. Marozzi, wishes to purchase through the State of Ohio Contract #GDC104, one (1) **2012 Ford Focus 4-Door Sedan**, and

WHEREAS, Germain Ford is the contractor authorized by the State of Ohio to offer said **2012 Ford Focus 4-Door Sedan** at the State Contract price of **\$14,549.00**, now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby authorize Michael A. Marozzi, Portage County Engineer, to purchase one (1) **2012 Ford Focus 4-Door Sedan** from Germain Ford, 7250 Sawmill Road, Columbus, Ohio 43235, for the total amount of **\$14,549.00**, 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. 11-0570

RE: AUTHORIZE SALE OF OBSOLETE EQUIPMENT BY
PUBLIC AUCTION

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

WHEREAS, Michael A. Marozzi, Portage County Engineer, has advised this Board that three (3) pieces of equipment once used by the Portage County Engineer's Department are obsolete and unfit for the use for which said equipment was acquired; now therefore be it

RESOLVED, that the Board of Portage County Commissioners has determined that the herein described equipment is obsolete and unfit for the use for which said equipment was acquired, and be it further

RESOLVED, that said equipment will be sold at Public Auction, as prescribed by Section 307.12 of the Ohio Revised Code, for cash to the highest bidder; and be it further

RESOLVED, that Notice of Public Auction shall be posted in the office of the Portage County Auditor, the offices of the Portage County Commissioners and in the office of the Portage County Engineer. Further Notice of Public Auction shall be published in the Record Courier on Friday, July 1, 2011.

Date of Auction: Saturday - July 16, 2011

Time of Auction: 9:30 A.M.

Location: Edinburg Auction Sales, Inc.
4029 State Route 14
Edinburg, Ohio

Said equipment may be viewed from 9:00 A.M. to 5:00 P.M. Monday, Tuesday, Thursday and Friday at Edinburg Auction Sales, Inc.

Items being sold are as follows:

1987 Ferguson 4-6 Ton Portable Roller – Model #46A
Serial #3223 (PCE Equipment #84)

1992 Ford Tractor – Model #DA414C 4630AP
Serial #BD05262 (PCE Equipment #141)

2003 Ford Utility Truck – Model #F-250 Super Duty
Serial #1FDNF20L63ED85349 (PCE Equipment #24A)

and be it further

RESOLVED, that a copy of this resolution be filed with 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 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. 11-0571 - RE: DETERMINING TO PROCEED WITH THE CONSTRUCTION OF PROJECT NO. ST-4 (06-275), STREETSBORO TRUNK SEWER REHABILITATION, PHASE 2 & 3, IN THE STREETSBORO SANITARY SEWER DISTRICT NO. 4.

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

WHEREAS, pursuant to authorization by the Board contained in Resolution 06-0810 adopted September 19, 2006, the Portage County Water Resources Department has prepared plans, specifications and estimate of cost for Project No. ST-4 (06-270), Streetsboro Trunk Sewer Rehabilitation, Phase 2; and

WHEREAS, pursuant to authorization by the Board contained in Resolution 06-0811 adopted September 19, 2006, the Portage County Water Resources Department has prepared plans, specifications and estimate of cost for Project No. ST-4 (06-280), Streetsboro Trunk Sewer Rehabilitation, Phase 3; and

WHEREAS, pursuant to authorization by the Board contained in Resolution 10-0235 adopted March 9, 2010, authorizing the combination of Project Nos. ST-4 (06-270) and ST-4 (06-280) under Project ST-4 (06-275), hereinafter referred to as the "PROJECT"; and

WHEREAS, the Project is eligible for federal grant funding under Section 594 of the Water Resources Development Act of 1999, Public Law 106-53; and

WHEREAS, pursuant to authorization by the Board contained in Resolution 10-0390 adopted April 22, 2010, authorizing to enter into a grant agreement between the United States Army Corp of Engineers and the Portage County Board of Commissioners; and

WHEREAS, plans, specifications and estimate of cost were approved and setting a date and time for acceptance of bids for the PROJECT have been approved by this Board by Resolution No. 11-0436 adopted May 17, 2011; and

WHEREAS, bids were received on June 15, 2011; and

WHEREAS, an estimate of total project costs, based on actual received bids for the PROJECT is on file in the office of the clerk of this Board; now therefore be it

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

- Section 1. That this Board hereby ratifies and approves the plans, character and termini of the improvement and estimate of cost for the PROJECT, all of which are now on file with this Board.
- Section 2. That it is hereby determined to proceed with the construction of the PROJECT as provided for in the aforesaid Resolution No. 11-0436, adopted on May 17, 2011 and in accordance with the plans and specifications, provided therefore.
- Section 3. That the total cost of the PROJECT is estimated to be \$2,273,852.00, which will be funded by utilizing the United States Army Corp Section 594 Grant of \$1,600,000.00, the remaining costs of approximately \$673,852.00 shall be paid by utilizing rate revenue from the Streetsboro Sanitary Sewer District No. 4, Fund 5600. No part of such costs shall be specially assessed.
- Section 4. That the Clerk of this Board is hereby directed to certify a copy of this Resolution to the County Auditor, the Department of Budget and Financial Management and the Portage County Water Resources Department within 15 days after its passage.
- Section 5. That the County Auditor is requested to assign a construction fund number for the Streetsboro Trunk Sewer Rehabilitation, Phase 2 & 3 and forward such assignment to the Department of Budget and Financial Management for processing.
- Section 6. 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 was as follows:

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

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RESOLUTION No. 11-0572

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

It was moved by Tommie Jo Marsilio, seconded by Maureen T. Frederick that the following resolution be adopted:

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

	<u>Increase</u>	<u>Decrease</u>
Fund: 0001 General Fund		
010 Commissioners Other		
00107 Commissioner Other OE	0	55,119
MEMO TOTAL	\$ -	\$ 55,119

Note: BOC Appr 5/24 BOC Approved JE#15 & 16, 6/21, Domestic Crt Vendor

016 Building Maintenance		
0016D Justice Center Maint Full Time	0	6,285
0016E Justice Center Maint Part Time	6,285	-
MEMO TOTAL	\$ 6,285	\$ 6,285

Note: Approp for seasonal staff

500 Clerk of Courts		
0502D Clerk-Civil/Criminal Full Time	0	1,000
0502M Clerk-Civil/Criminal Overtime	1,000	-
MEMO TOTAL	\$ 1,000	\$ 1,000

Note: Projected Need

550 Domestic Relations		
05505 Domestic Relations MS	2,100	-
MEMO TOTAL	\$ 2,100	\$ -

Note: Correct vendor error

		<i>Increase</i>	<i>Decrease</i>
902 Board Of Elections			
09023	Board of Elections Fringes	326	-
09024	Board Of Elections CS	10,626	-
0902A	Board of Elections Official	2,107	-
	MEMO TOTAL	\$ 13,059	\$ -

Note: BOC Approved JE#15 & 16,

915 Data Processing Board			
09154	Data Processing Bd CS	9,559	-
09156	Data Processing Bd CO	30,401	-
	MEMO TOTAL	\$ 39,960	\$ -

Note: BOC Approved 5/24 JE#14

TOTAL MEMO BALANCE ALL AMENDMENTS		\$ 62,404	\$ 62,404
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; and be it further

RESOLVED, that the notes of explanation in this resolution are for informational purposes only and are not intended to restrict the expenditure of those appropriated funds to any single purpose. Such funds are for the use of all expenditures that are lawful under the approved appropriation; and be it further

RESOLVED, that a certified copy of this resolution be filed with the County Auditor; and be it further

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

Roll call as Follows:

Maureen T. Frederick, Yea;

Tommie Jo Marsilio, Yea;

Christopher Smeiles, Absent;

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RESOLUTION No. 11-0573

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

It was moved by Tommie Jo Marsilio, seconded by Maureen T. Frederick that the following resolution be adopted:

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

	<i>Increase</i>	<i>Decrease</i>
Fund: 1001 Certificate Of Title Administr 500 Clerk of Courts		
10013 Certificate Of Title Fringes	312	-
1001O Certificate Of Title Retirem	21,499	-
MEMO TOTAL	\$ 21,811	\$ -

Note: Employee Retirement

Fund: 1019 Tax Certification Admin 200 Treasurer		
10194 Tax Certification Admin CS	120	-
MEMO TOTAL	\$ 120	\$ -

Note: New Fund ORC

Fund: 1111 Sheriff Courtroom Deputies 700 Sheriff's Department		
11113 Sheriff Courtrm Deputy Fringes	5,857	-
1111D Sheriff Court Deputy Full Time	15,000	-
MEMO TOTAL	\$ 20,857	\$ -

Note: Need addtl approp for projected

Fund: 1160 Hazmat Operations 930 Emergency Management Agency		
11604 Hazmat Operation CS	3,000	-
11605 Hazmat Operation MS	15,000	-
MEMO TOTAL	\$ 18,000	\$ -

Note: Increase overall budget

	<i>Increase</i>	<i>Decrease</i>
Fund: 1201 Motor Vehicle And Gas Tax		
800 Engineer's Department		
12014 Motor Vehicle/Gas Tax CS	50,000	-
1201O Motor Vehicle/Gas Tx Payoff	7,420	-
MEMO TOTAL	\$ 57,420	\$ -

Note: PROF & TECH RETIRE PAYOFF FOR R.
DARRIN

Fund: 1412 JFS Help Me Grow Allocation		
051 Job And Family Services		
14124 JFS Help Me Grow CS	500	-
14127 JFS Help Me Grow OE	-	500
MEMO TOTAL	\$ 500	\$ 500

Note: Projected need

Fund: 1414 Child Support General Admini		
051 Job And Family Services		
14143 JFS Child Support Gen Fringes	12,000	-
1414D JFS Child Support Ge Full Time	-	12,000
MEMO TOTAL	\$ 12,000	\$ 12,000

Note: Projected need

Fund: 4004 Fin Sys Flag Impl Capital		
010 Commissioners Other		
40049 Fin Sys Flag Imp Capital ME	40,407	-
MEMO TOTAL	\$ 40,407	\$ -

Note: BOC Approved 5/24

Fund: 4206 Lakewood Rd Bridge Replacement		
800 Engineer's Department		
42066 Lakewood Rd Bridge Replacem CO	196,070	-
MEMO TOTAL	\$ 196,070	\$ -

Note: REQUIRED TO FINALIZE

	<i>Increase</i>	<i>Decrease</i>
Fund: 4215 Resurfacing Projects		
800 Engineer's Department		
42156 Tallmadge Rd Resurfacing CO	944,000	-
MEMO TOTAL	<u><u>\$ 944,000</u></u>	<u><u>\$ -</u></u>

Note: WATERLOO RD

Fund: 5200 PCS General Administration		
060 Water Resources		
52004 Portage County Sewer CS	9,800	-
52005 Portage County Sewer MS	43,000	-
52009 Portage County Sewer ME	-	52,800
MEMO TOTAL	<u><u>\$ 52,800</u></u>	<u><u>\$ 52,800</u></u>

Note: To move budget to where needed

Fund: 5600 StS General Administration		
060 Water Resources		
56004 Streetsboro Sewer CS	96	-
56005 Streetsboro Sewer MS	450	-
56009 Streetsboro Sewer ME	-	546
MEMO TOTAL	<u><u>\$ 546</u></u>	<u><u>\$ 546</u></u>

Note: To move budget to where needed

Fund: 5705 StS Trunk Rehabilitation		
060 Water Resources		
57056 StS Trunk Rehabilitation CO	2,273,852	-
MEMO TOTAL	<u><u>\$ 2,273,852</u></u>	<u><u>\$ -</u></u>

Note: NEW CONSTRUCTION

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processing of financial related transactions for the tax certificate sales under ORC 5721.30 and 5721.43, and

WHEREAS, the County Auditor has assigned fund number 1019 for Tax Certificate Administration; now therefore be it

RESOLVED, that Fund 1012, Tax Certificate Administration be created, and be it further

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

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

Voice vote as follows:

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

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RESOLUTION No. 11-0575 - RE: APPROVE JOB ABOLISHMENTS AND SUBSEQUENT LAYOFFS OF POSITIONS IN THE PORTAGE COUNTY DEPARTMENT OF WATER RESOURCES.

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

WHEREAS, on May 3, 2011, the Portage County Board of Commissioners agreed to continue with the Department of Budget & Financial Management re-organization and the consolidation of accounting functions for the Solid Waste Management District, the Water Resources Department, the Human Resources Department and other select departments; and

WHEREAS, the Interim Director of Water Resources and the Director of Budget and Financial Management has determined that, due to a re-organization for efficient operations and/or for reasons of economy, three (3) positions in the Water Resources Department now be eliminated; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby approve the job abolishment of three (3) Accounting Specialist I positions in the Water Resources Department; and be it further

6. June 15, 2011 correspondence from Steve Hambley, Northeast Ohio Sustainable Communities Consortium, inviting the Board to join their Board of Directors/Referred to the Executive Assistant, who advised that Regional Planning Commission Executive Director Todd Peetz is very interested in participating. She reminded the Board of Commissioners that time spent on this committee will be used as an in-kind match. Executive Assistant to bring back to the Board of Commissioners.

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JOURNAL ENTRY

June 28, 2011

1. Board of Commissioners’ authorization requested to pay the following real estate tax bills and assessments for the second half of 2010, as presented by the Executive Assistant as follows:

Parcel #	Location	Desc	Half Year
29-355-00-00-002-000	2970 SR 59, Ravenna	EMA Garage	\$3,662.20
29-311-12-00-153-000	6738 Terrill St., Ravenna	Neighborhood Stabilization grant home - now demolished	21.21
29-311-12-00-152-000	Terrill St., Ravenna	Neighborhood Stabilization grant home - now demolished	21.10
29-312-11-00-011-001	6668 Sumner St., Ravenna	Neighborhood Stabilization grant home - now demolished	587.61
29-312-12-00-037-000	6615 Fairfield St., Ravenna	Neighborhood Stabilization grant home - now demolished	29.08
Total			\$4321.20

2. Board of Commissioners’ authorization requested to allow use of the 3rd Floor Veteran Services Office (Room 361) on Monday, July 25, 2011 from 4:30-7:00 PM for a Commission Meeting as requested by Robert Park, Veteran Services.

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REFERRED

June 28, 2011

1. The Board of Commissioners received the Portage County RLF Balance Sheets dated May 31, 2011 as presented by the Neighborhood Development Services. Referred to Department of Budget & Financial Management for review.
2. The Board of Commissioners received Ordinance No. 2011-28 from the Village of Garrettsville authorizing a request to the Ohio Board of Building Standards to certify the Village of Garrettsville for enforcement of the residential code of Ohio with the condition that the Portage County Residential Building Department exercise enforcement authority and accept and approve plans and specifications and make inspections and authorizing an agreement for such enforcement between the Village of Garrettsville and Portage County Residential Building Department declaring an emergency. Referred to Internal Services.

3. June 23, 2011 e-mail from Commissioner Smeiles, regarding FY 2011 Edward Byrne Memorial Justice Assistance Grant (JAG) Program application deadline reminder. Referred to Department of Budget & Financial Management.
4. The Board of Commissioners received an invitation and request for certificate from the Congregational United Church of Christ of Windham for its July 24, 2011 Bicentennial Celebration.
5. June 23, 2011 e-mail from Dan Banks, regarding National ARRA document verification site visit Monday, July 25, 2011. Referred to Department of Budget & Financial Management and Portage County Water Resources.

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JOURNAL ENTRY

June 28, 2011

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

1. The Board of Commissioners authorized payment of the following real estate tax bills and assessments for the second half of 2010, as presented by the Executive Assistant as follows:

Parcel #	Location	Desc	Half Year
29-355-00-00-002-000	2970 SR 59, Ravenna	EMA Garage	\$3,662.20
29-311-12-00-153-000	6738 Terrill St., Ravenna	Neighborhood Stabilization grant home - now demolished	21.21
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29-312-12-00-037-000	6615 Fairfield St., Ravenna	Neighborhood Stabilization grant home - now demolished	29.08
Total			\$4321.20

2. The Board of Commissioners authorized the use of the 3rd Floor Veteran Services Office (Room 361) on Monday, July 25, 2011 from 4:30-7:00 PM for a Commission Meeting, as requested by Robert Park, Veteran Services.
3. After meeting today in an Executive Session with The Woodlands at Robinson staff, the Board of Commissioners accepted staff recommendation and approved the request of STNA Heather Schlack to move from full-time to part-time status effective July 11, 2011.
4. 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 STNA Replacement for Heather Schlack who is moving from full-time to part-time	NSAS 2	Post Internally

5. After meeting today in an Executive Session with The Woodlands at Robinson staff, the Board of Commissioners accepted staff recommendation and approved the hire of current Cook & Interim Dietary Supervisor Paulette Romo as the Dietary Supervisor effective June 29, 2011.
6. The Board of Commissioners signed the letter of support to the USDA Agricultural Marketing Service Farm Market Promotion Program grant for the start up of the proposed Ravenna Farm Market – Food Desert Program, as presented by the City of Ravenna.
7. The Board of Commissioners signed the Personnel Action Form acknowledging the resignation of Melissa Helm as an IM Aide 2 with the Portage County Department of Job & Family Services effective July 15, 2011, as presented by JFS Director Judee Genetin.
8. After meeting in an Executive Session today with Water Resources Department Interim Director Jeff Lonzrick and Human Resources Department Director Karen U'Halie, the Board of Commissioners approved two revised job descriptions for the Water Resources Department as follows:
 - A. Administrative Assistant
 - B. Office Assistant

9. After meeting in an Executive Session today with Water Resources Department Interim Director Jeff Lonzrick and Human Resources Department Director Karen U'Halie, the Board of Commissioners authorized the advertisement as follows:

DEPARTMENT	JOB TITLE	GRADE	ACTION
Water Resources Department	Office Assistant – Full Time		Post Internally & Externally

All in favor, motion carries.

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We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting on **June 28, 2011**. There being no further business to come before the Board, it was moved by Tommie Jo Marsilio, seconded by Christopher Smeiles to adjourn the official meeting at 3:10 PM. All in favor, motion carries.

Maureen T. Frederick, President

Tommie Jo Marsilio, Vice-President

Christopher Smeiles, Board Member

Deborah Mazanec, Clerk

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