

Tuesday, August 16, 2011

The Board of County Commissioners met in regular session on **Tuesday, August 16, 2011 at 9:30 AM** with the following members present:

Maureen T. Frederick

Tommie Jo Marsilio

Christopher Smeiles

*

*

*

*

*

It was moved by Tommie Jo Marsilio, seconded by Christopher Smeiles to approve the meeting minutes of the August 11, 2011 meeting. All in favor, motion carries

*

*

*

*

*

Also attending throughout the day: Mike Sever, Record-Courier; Hank Dunckel; Molly Axiotis and Christina Douglas

*

*

*

*

*

PUBLIC COMMENT PERIOD

Molly Axiotis stated that she is attending today to voice her concerns about the Robinson Memorial Hospital proposal to move to a not-for-profit status and asked how that will affect The Woodlands at Robinson employees' PERS status.

Commissioner Frederick responded that the Board of Commissioners has only learned of this request from Robinson Memorial Hospital and will investigate thoroughly before making a decision.

Commissioner Marsilio added that the Board of Commissioners must follow Ohio law and that the Board of Commissioners is not prepared to make any decisions at this point. She promised that, before the Board of Commissioners makes a decision, the Board will relay to employees how they intend to proceed. The Board of Commissioners has not made any decision about the future of the Nursing Home or Robinson Memorial Hospital. Commissioner Frederick commented that the Board of Commissioners is taking this seriously and contributed the recent success of the Woodlands to the employees. Commissioner Smeiles agreed and added that PERS is a very generous retirement plan and it is hard to balance a budget under PERS. He added that the state is considering changes to PERS, which are coming. Commissioner Smeiles also thanked the Nursing Home employees for their good care of the residents, which is a strength for the Nursing Home.

*

*

*

*

*

PROSECUTOR

Present: Denise Smith

Prosecutor's Correspondence

August 16, 2011

1. August 11, 2011 correspondence from Leigh Prugh to Buckeye Portfolio MHC, LLC, regarding delinquent sewer service balances at the manufactured home park property located at 4364 Sandy Lake Road, Rootstown./Although the Board agreed that this is a private matter between the land owner and tenants, the Commissioners will consider sending each homeowner in this park notice that Buckeye Portfolio has not paid its sewer bills and sewer service to the park could be shut off.

2. August 11, 2011 e-mail from Chris Meduri, regarding the old County Engineer's facility on Cleveland Road/Information only

* * *

9:42 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(3), it was moved by **Tommie Jo Marsilio**, seconded by **Christopher Smeiles** that the Board of Commissioners move into executive session to conference with Denise Smith for a pending or imminent litigation matter and to receive attorney client privileged advice. **Also present: Attorney Denise Smith, Internal Services Director JoAnn Townend, Department of Budget & Financial Management Director Audrey Tillis.** Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

10:50 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.

* * * * *

MOTOR POOL

Present: Joe Dillon

Commissioner Marsilio asked the Director his thoughts on the Geauga County practice to purchase new vehicles for only the Sheriff's Office. Once the vehicles have between 50,000 and 80,000 miles on them, they are transferred to other departments for their use.

Mr. Dillon responded that he would be concerned that the Sheriff would need high performance vehicles, which are not good on gas and are expensive to maintain. He also noted that there would be another cost disadvantage in that the new Sheriff's vehicles are outfitted with equipment, decals and accessories that would have to be removed, pulling the equipment and plugging any holes, removing decals and accessories and installing them in a new car. That would require more parts, labor and more down time for the vehicles.

The Director stated that he believes it would be more economical to continue as we do now by outfitting a new car for the Sheriff and using that car for its entire life cycle as equipped; there is the most cost savings from that vehicle this way.

* * * * *

DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT

Present: Audrey Tillis

RESOLUTIONS

1. General Fund Amendments to the Annual Appropriation Resolution/11-0720:
 - a. Department of Budget & Financial Management – To move budget where needed.
2. Cash Advance Repayment from Fund 1111, Sheriff Courtroom Deputies To fund 0001, General Fund/11-0721

3. Cash Advance from Fund 0001, General Fund to Fund 3141, SA PCW BOND 1997/11-0722
4. Create Fund 5218, PCS Revenue Bonds 2011 USDA/11-0723
5. Close Fund 1108, Sheriff Capital Acquisitions/11-0724

UPDATES

6. Portage County Regional Airport Debt Payment – the Airport owns the county \$419,000 and a \$41,900 plus interest payment is due at the end of September 2011. The Board of Commissioners asked the Clerk to contact the Airport Board President to determine if the Airport intends to make a larger repayment.
7. The SmartBill system has been set up and the Department of Budget & Financial Management transition continues
8. Board of Commissioners Sick Leave Conversion Policy –The Board of Commissioners will continue to discuss and agreed that the Director should work with the Human Resources Department Director on a policy to reduce payouts and encourage employees not to abuse their sick leave.

* * * * *

Work Session

The Board of Commissioners met with Director Tillis to review budget issues.

The Board of Commissioners noted that the Records Commission met last week to discuss county records plans, retention, and storage; all areas need substantial improvement. Perhaps another person would have to be hired temporarily and part-time. Director Tillis will keep that in mind; the Director responded that she will be looking at all departments to determine what adjustments are necessary.

Commissioner Marsilio commented that the Board of Commissioners must decide whether or not to fund the purchase of the cameras for the jail at a cost of \$105,837.36.

* * * * *

11:55 AM Lunch Recess

2:05 PM Board of Commissioners Reconvened

* * * * *

WATER RESOURCES

Present: Jeff Lonrick

1. **SIGNATURES/ - JOURNAL ENTRY** Approval to fill Engineering Tech I position/Journal Entry
2. **DISCUSSION**
Mining Proposal from Lakeside Sand and Gravel at the Shalersville Water Treatment Plant
The Director stated that he could not recommend that the Board of Commissioners move forward at this time noting his concern about the potential for contamination. He commented that the EPA has advised that this aquifer is already at high risk since it has no protective layer.

The EPA can look at recharge basins and associate different rules to them as surface water. Commissioner Smeiles stated that there is currently mining on all sides of the property with no problem. He asked if the aquifer needs to be recharged? Mr. Lonzrick responded not at this time, however, pulling down is replenished in the aquifer. Commissioner Smeiles wondered if it would behoove the sand and gravel company to hire a consultant to develop a plan to satisfy county safeguards. Commissioner Marsilio responded that when she hears "hire a consultant", she hears somebody has to spend money. She would like to determine what the question is to ask and ask it. Commissioner Frederick stated that it carries a lot of weight that Director Lonzrick is recommending not moving forward. She would not want to move forward in light of that recommendation. If Commissioner Smeiles and Commissioner Marsilio are willing to move forward, how can that be accomplished without compromising the area? Mr. Lonzrick responded that the county should also hire a consultant to work with the company consultant.

Commissioner Frederick asked if they are mining all around the county site, what happens if they do damage anyway? Commissioner Marsilio replied that the industry is very highly regulated with layers and layers of regulations. Commissioner Marsilio asked if the Director needs any particular precaution or recommendation that would make staff comfortable with the proposal. Mr. Lonzrick replied that he would be comfortable with the opinion of a hydro geologist and an agreement with contingencies in place as this is the water supply for 30,000 customers.

Commissioner Marsilio pointed out that it is not fair to ask Lakeside to pay for the hydro geologist. Mr. Lonzrick suggested that the Board of Commissioners could add the requirement to the bid specs with the hire of a hydro geologist as a condition of the bid. Commissioner Frederick would be more inclined to support moving ahead with the hire of a hydro geologist or something to look out for the county's interest. Mr. Lonzrick replied that the Ohio Drilling Company has been used by the Water Resources Department in the past for evaluation and testing, which the Water Resources Department would pay for. Commissioner Marsilio noted that the department may need a baseline report anyway since there is currently mining all around the plant. The Board of Commissioners liked the idea of a baseline report to identify the area now in case there are problems in the future.

Commissioner Frederick complimented Lakeside Sand & Gravel for the presentation that they made. Commissioner Smeiles pointed out the any funds raised by the mining would go to the Water Resources Department.

The Board of Commissioners agreed that Mr. Lonzrick should look into the hire of the company and bring back a recommendation to the Board of Commissioners. He would hope to complete the baseline report within the next two months.

Commissioner Marsilio wondered if the Board of Commissioners should ask JoAnn Townend and Jeff Lonzrick to put together the bid specs for proposal. The Board of Commissioners agreed.

Commissioner Marsilio noted that one of the regulations for how sand and gravel companies are allowed to mine is that the company must stay 50' from a property line. Because Lakeside owns the adjoining property, they could mine more closely to the property lines.

3. DISCUSSION

Windham Water and Sewer Services for the Ohio Army National Guard

The County will be a pass through for whatever water and sewer charges are incurred by the Army in accordance with a Memorandum of Understanding and an agreement between the Village and the Board of Commissioners. The Director advised the Board of Commissioners that the Village has raised the rates five times since December 2009. Commissioner Marsilio asked why the Village would have to raise the rates. The Director responded that the system is not as efficient as the county system and there is a small number of customers. The Village residents pay one rate and outside customers pay 20% more. Commissioner Marsilio responded that the agreement in place calls for the county is to pass on the charges as billed by the Village; she does not take issue with the increases noting that the system is smaller and more inefficient than the county; the charges are higher. Commissioner Smeiles suggested that the Director contact the Village Mayor to discuss the Board's concerns and then the Board of Commissioners should consider notifying the Guard so that they are not surprised. The Director also noted that one Water Resources Department staff person will have to travel to the Guard site daily for water sampling, which will be a two hour round trip.

The Board of Commissioners agreed that the Director should contact the Village Mayor to discuss the five increases in rates since 2009, ask what increases are planned for the future, and discuss a possible amendment to the current agreement.

4. DISCUSSION

Water Resources Risk Management Position

The Director stated that he had talked to the Board of Commissioners about adding this position to the Water Resources Department and wondered if a decision has been made. Commissioner Marsilio stated that she would be in favor of hiring a risk management person solely for Water Resources Department. Commissioner Frederick would not be supportive since she believes that the Human Resources Department has the capability of handling this. Commissioner Smeiles stated that he has spoken with the County Engineer to determine if he wanted to share a position but the County Engineer advised that he has handled risk management internally for 20 years and is pleased with the results.

Commissioner Marsilio asked Commissioner Frederick if the Human Resources Department and Water Resources Department staffs are telling the Board of Commissioners that they cannot provide risk management services to the Water Resources Department, why would the Commissioner think this position should not be approved? Mr. Lonrick confirmed that his staff recommended the position to former Director Harold Huff. Mr. Lonrick does not believe that staff can handle this internally without assistance.

Commissioner Smeiles stated that he thinks it is more expensive not to hire this person since a series of incidences would be more expensive. He would prefer to have the Human Resources Department handle risk management by adding a certified person to the Human Resources Department and then revisit this issue in several months to see how it is going. He suggested that the position suggested by the Water Resources Department be put under the Human Resources Department. Then, share the cost with whoever uses the function. Commissioner Smeiles would be okay with adding the workload under the Human Resources Department until

the determination can be made that the Water Resources Department needs a dedicated Risk Management person. The Board of Commissioners agreed to talk to Director U’Halie and Director Lonzrick on August 18th.

5. DISCUSSION

Sewer Backup Claim

Kathryn Hammonds of Rootstown had a sewer backup on February 28, 2011 after a severe storm event. The adjacent pump station on Ruth Drive was fully submerged but the pumps continued to operate. Ms. Hammonds’ insurance made payment for damages in accordance with her policy, but she is requesting reimbursement of \$1,450 from the county, which has been denied by CORSA. The Director noted that the Water Resources Department was not negligent in this matter and recommended that the Board of Commissioners deny this request.

Commissioner Marsilio commented that she knows that the county does not have to reimburse in these matters. However, she is troubled by the inconsistency in the amount the county does reimburse. She would be okay in approving this request but would like a policy to be set from now on detailing the reimbursement amounts.

The Director advised that he is working with Michelle Ripley on a revision to the current policy and will bring a draft to the Board of Commissioners.

The Board of Commissioners agreed to approve reimbursement as requested/Journal Entry

* * * * *

KENT COURTHOUSE WORK SESSION

Present: Board of Commissioners, Judges Oswick and Poland, Clerk of Courts, JoAnn Townend, Nicole Jones, Charlene Badger, Architect Allan Renzi

The group is meeting to discuss the Kent Courthouse project.

* * * * *

RESOLUTION No. 11-0714 - 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 August 16, 2011 in the total payment amount of **\$243,688.02 for Funds 0001-5600** 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;

* * * * *

RESOLUTION No. 11-0715 - 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:

8-15-11	708	\$11,332.26
8-15-11	709	187.25
8-15-11	710	90.00
Total		\$11,609.51

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;

* * * * *

RESOLUTION No. 11-0716 - 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 **\$2578.98** as set forth in Exhibit “A” dated **August 16, 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;

* * * * *

RESOLUTION No. 11-0717 - RE: APPOINTMENT TO THE PORTAGE COUNTY EMERGENCY MANAGEMENT AGENCY (EMA) ADVISORY COUNCIL.

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

WHEREAS, the Portage County EMA Advisory Council assists and provides direction to the Portage County Emergency Management Agency to reduce the loss of life and property and protects institutions from all hazards by leading and supporting

Portage County in a comprehensive, risk-based emergency management program; and

WHEREAS, In accordance with Portage County Commissioners Resolution 89-122 creating the Portage County Emergency Management Agency, and the Ohio Revised Code, the Board of Commissioners agreed that the Council will be comprised of the specified officials and private citizens appointed or required; and;

WHEREAS, the Board of Commissioners accepted the recommendation of the Office of Homeland Security & Emergency Management Director and the General Services Director and adopted Resolution 07-603 updating the mandated disciplines to be represented on the Portage County Emergency Management Agency Advisory Committee; and

WHEREAS, The Board of Commissioners passed resolution 11-681 naming the EMA Advisory council for 2011-2013 and two additional members are required,

Now therefore be it

RESOLVED, that the following are hereby appointed to serve two year terms commencing immediately, through Aug. 1, 2013 and representing the following:

<u>Name</u>	<u>Representing</u>
David Doak, Sheriff Portage County Justice Center	Sheriff
Dan Derreberry, President 7179 Virginia Road Atwater, OH 44201	Township Trustees Association

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

* * * * *

RESOLUTION No. 11-0718 - RE: ACCEPT PROPOSAL OF QUALITY CONTROL INSPECTION, INC. AND ENTER INTO AGREEMENT FOR PROVIDING CONSTRUCTION TESTING / INSPECTION

SERVICES FOR THE PROJECT KNOWN AS THE EBERLY ROAD BRIDGE REPLACEMENT IN RANDOLPH TOWNSHIP, PORTAGE COUNTY.

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

WHEREAS, the Portage County Board of Commissioners, by Resolution No. 11-0446, authorized the announcement of the request for proposals for construction testing / inspection services for the project known as the *Eberly Road Bridge Replacement* in Randolph Township, Portage County; and

WHEREAS, the Portage County Board of Commissioners authorized the Portage County Engineer, by Resolution No. 11-0697, to enter into contract negotiations between the Portage County Commissioners and Quality Control Inspection, Inc. for providing construction testing / inspection services for the project known as the *Eberly Road Bridge Replacement* in Randolph Township, Portage County; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby accept the proposal of Quality Control Inspection, Inc. and authorizes the Portage County Engineer to enter into and execute engineering agreement for providing construction testing / inspection services for the project known as the *Eberly Road Bridge Replacement* in Randolph Township, Portage County, and be it further

RESOLVED, that said professional services will be performed by Quality Control Inspection, Inc., 40 Tarbell Avenue, Bedford, OH 44146 at a cost of \$35,830.31, and be it further

RESOLVED, that the Ohio Department of Transportation will “direct pay” Quality Control Inspection, Inc. 80% of each invoice with the remaining 20% being paid with local MVGT funds, and be it further

RESOLVED, that Portage County Board of Commissioners authorizes the Portage County Engineer to create a purchase order in the amount of \$7,166.06 to cover the 20% local share, and be it further

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

Voice vote as follows:

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

* * * * *
RESOLUTION No. 11-0719 - RE: ACCEPT THE 2012 -2013 SUBSIDY GRANT PLAN FROM THE STATE OF OHIO DEPARTMENT OF YOUTH SERVICES GRANT (RECLAIM OHIO) ON BEHALF OF THE PORTAGE COUNTY JUVENILE COURT.

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

- WHEREAS,** the Board of Commissioners adopted Resolution 11-0474 on May 26, 2011 authorizing the application to the State of Ohio, Department of Youth Services for the state FY 2012-FY 2013 Youth Services Grant Base (510) allocation for the Portage County Juvenile Court for [Attachment A (A)] \$228,605.00 and FY 2012 Reclaim Ohio (401) tentative allocation up to [Attachment A (B)] \$415,575.80 for a total application of \$644,180.80 with no local match; and
- WHEREAS,** the application also included a “Total Estimated Program Costs” of \$642,222.32, which is supported by allocated grant revenues and allocated program estimated carryover; and
- WHEREAS,** the application included an estimated uncommitted carryover balance as of June 30, 2011 of [Attachment A (C)] \$133,000.00 with an estimated carryover in excess of the carryover limit of \$33,440.38; and
- WHEREAS,** the Portage County Juvenile Court requested and was granted exemption from the carryover limit to utilize the excess funds of \$33,440.38 and the Board of Commissioners notes approval by the state of the exemption, with supporting documents to be sent at a later date, increasing total program costs to \$675,662.70 which was made through an additional amendment to the FY 2012 Subsidy Grant Application; and
- WHEREAS,** the final allocations for the FY 2012 State of Ohio, Department of Youth Services for the state FY 2012 Youth Services Grant Base (510) allocation for the Portage County Juvenile Court for [Attachment A (A)] \$228,605.00 and FY 2012 Reclaim Ohio (401) tentative allocation up to [Attachment A (B)] \$406,508.27 for a allocation award of \$635,113.27; now therefore be it
- RESOLVED,** that, while the grant agreement is for a two year period, allocations are only available for FY 2012; Portage County must apply for FY 2013 funding; and be it further
- RESOLVED,** that the Board of Commissioners does hereby accept the grant from State of Ohio, Department of Youth Services for the FY 2012 Tentative Base (Youth Services Grant/510) allocation for the Portage County Juvenile Court of \$228,605.00 and FY

RESOLUTION No. 11-0720

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

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

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

		<i>Increase</i>	<i>Decrease</i>
		<hr/>	<hr/>
Fund: 0001	General Fund		
	<i>011 Budget & Financial Management</i>		
00114	DBFM CS	4,000	-
00116	DBFM CO	6,000	-
0011D	DBFM Full Time	0	10,000
2012 Tentative Variable (RECLAIM Ohio/401) allocation of \$406,508.27 with no local match for the time period of July 1, 2011 through June 30, 2012; and be it further			

RESOLVED, that the approved "Total Estimated Program Costs" for the Ohio Department of Youth Services Grant (Reclaim Ohio) for the Portage County Juvenile Court is \$675,662.70 which is supported by allocated grant revenues and program estimated carryover plus uncommitted funds of [Attachment A (H)] \$92,450.57 for a "Total of Program and Uncommitted Funds" [Attachment A (I)] \$768,113.27; and be it further

RESOLVED, that a certified copy of this resolution be filed with the County Auditor, Department of Budget and Financial Management and Juvenile Court; 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;

* * * * *

MEMO TOTAL	<u><u>\$ 10,000</u></u>	<u><u>\$ 10,000</u></u>
-------------------	-------------------------	-------------------------

Note: Transition

TOTAL MEMO BALANCE ALL AMENDMENTS	<u><u>\$ 10,000</u></u>	<u><u>\$ 10,000</u></u>
--	-------------------------	-------------------------

; 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, Yea;

*

*

*

*

*

RESOLUTION No. 11-0721 - RE: CASH ADVANCE REPAYMENT - FROM FUND 1111, SHERIFF COURTROOM DEPUTIES TO FUND 0001, GENERAL FUND.

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

WHEREAS, on May 31, 2011, the Board of Commissioners adopted Resolution No. 11-0488, approving a cash advance in the amount of \$ 20,000.00 until grant revenues were received, and

WHEREAS, Fund 1111 has received grant revenues; now therefore be it

RESOLVED, that the following cash advance repayment be made in the amount of \$20,000.00:

FROM:

FUND 1111, SHERIFF COURTROOM DEPUTIES

ORGCODE - 11117302

Debit Revenue Account

Revenue Source 290000 - Advances-In \$ 20,000.00

TO:

FUND 0001, GENERAL FUND

ORGCODE- 00100009

Credit Expense Account

Object 920000 - Advances-Out \$ 20,000.00

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 Portage County Sheriff and the Department of Budget & 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.

Roll call vote as follows:

Maureen T. Frederick, Yea;

Tommie Jo Marsilio, Yea;

Christopher Smeiles, Yea;

*

*

*

*

*

RESOLUTION No. 11-0722 - RE: CASH ADVANCE - FROM FUND 0001, GENERAL FUND TO FUND 3141, SA PCW BOND 1997

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

WHEREAS, fund 3141 has not collected sufficient funds through special assessments in order to meet its debt obligation that is due in December, 2011, and

WHEREAS, interim financing is needed until Fund 3141 can collect sufficient funds through the collection of assessments to meet its debt obligations, and

WHEREAS, according to the Auditor's Office, accounting regulations require that the General Fund be responsible to fund special assessment shortfalls; now therefore be it

RESOLVED, that the following cash advance be made in the amount of \$ 800.00:

FROM:

FUND 0001, GENERAL FUND

ORGCODE - 00100009

Debit Expense Account

Object 920000 - Advances-Out \$ 800.00

TO:

FUND 3141, SA PCW BOND 1997

ORGCODE - 31410102

Credit Revenue Account

Revenue Source 290000 - Advances-In \$ 800.00

and be it further

RESOLVED, the advance will be repaid when assessments exceed required debt payments in any given year, and be it further

RESOLVED, that the County Auditor is hereby requested to make said cash advance 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 Resource 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.

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

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

Voice Vote as Follows:

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

* * * * *

RESOLUTION No. 11-0725 - RE: ENTER INTO LICENSE AGREEMENT BETWEEN THE PORTAGE COUNTY COMMISSIONERS AND RAVENNA AREA CHAMBER.

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

WHEREAS, the County owns property located at 203 W. Main St., Ravenna, Ohio known as the Portage County Courthouse; and

WHEREAS, The Ravenna Area Chamber wishes to use the Courthouse Lawn, on Friday, August 19th 2011 between the hours of 8:00 PM to 11:30 PM for movie on the courthouse lawn; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into a License Agreement between the Board and Ravenna Area Chamber 135 E. Main St., Ravenna, Ohio 44266 for use of the Courthouse lawn on Friday, August 19th 2011 between the hours of 8:00 PM to 11:30 PM for movie on the courthouse lawn; 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:

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

* * * * *

RESOLUTIONS

August 16, 2011

- 1. Approval of the meeting minutes from the August 11, 2011 regular Board meeting.
- 2. Approve bills as presented by the County Auditor and reviewed by the Department of Budget & Financial Management/11-0714
- 3. Approve the Journal Vouchers, as presented by the County Auditor/11-0715.
- 4. Approve the Then & Now Certification, as presented by the County Auditor/11-0716.
- 5. Appointment to the Portage County Emergency Management Agency (EMA) Advisory Council/11-0717.
- 6. Accept proposal of Quality Control Inspection Inc. and enter into agreement for providing construction testing/inspection services for the project known as the Eberly Road Bridge Replacement in Randolph Township, Portage County (County Engineer) /11-0718.
- 7. Accept the 2012-2013 Subsidy Grant plan from the State of Ohio Department of Youth Services Grant (Reclaim Ohio) on behalf of the Portage County Juvenile Court/11-0719.

* * * * *

INVITATIONS

August 16, 2011

- 1. Invitation from the Kent Area Chamber of Commerce to the KACC/KSU Kick-Off Luncheon on Thursday, August 25th at Dix Stadium beginning at 11:30 AM.
- 2. Invitation from the Streetsboro Fire Department for the Firefighter Memorial Dedication honoring those who served on Sunday, September 11, 2011, 2:00 PM, Streetsboro Fire Department, 9184 State Route 43.

* * * * *

INCOMING CORRESPONDENCE

August 16, 2011

- 1. August 9, 2011 response from the National Weather Service to the Board’s inquiry as to what Portage County groups participate in the Skywarn Program/Commissioner Marsilio commented that the NWS has advised that the removal of the Portage County Amateur Radio Club equipment from the roof of the Administration Building will not jeopardize the safety of Portage County residents since the equipment could be easily relocated. She would be in favor of having the equipment removed. Commissioner Frederick stated that she is okay with leaving the equipment on the roof/The Board of Commissioners agreed to bring this back for discussion on August 18th.

2. Discussion: Departmental records – retention schedules. The Board of Commissioners agreed that this issue should be a Leadership topic in September. Clerk to remind Department Directors that their policies must be updated and posted.
3. Discussion: proposed policy for sick leave conversion/Hold for comment from the Department of Budget & Financial Management and Human Resources Department Directors.
4. August 14, 2011 e-mail from Dawn Pechman, regarding GAPP/The Board of Commissioners agreed not to waive the attorney-client privilege and release documents requested.
5. August 15, 2011 e-mail from Randy Roberts, Building Department, regarding the National Waterways correspondence/Bring back on August 18th.

* * * * *

JOURNAL ENTRY

August 16, 2011

1. Board of Commissioners’ authorization requested to allow payment of the invoice for \$295.50 for Apiary services provided during July 2011 as presented by the Portage County Apiary Inspector, James Just. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.
2. August 10, 2011 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimate Resources for the fiscal year beginning January 1, 2011 as presented by the Portage County Auditor’s Office.
3. Board of Commissioners’ signature requested on the purchase requisition for the Ohio Department of Development for the return of unspent grant funds for **\$5792.00** as requested by the Regional Planning Commission. The B-F-09-1CJ-1 Formula Grant will fund this expense.
4. Board of Commissioners’ signature requested on the purchase requisition for SE Blueprint Inc. for blueprint drawings and binding for the Kevin Coleman house located at 133 Vine Street, Ravenna for **\$42.80** as requested by the Regional Planning Commission. The B-F-10-1CJ-1 Formula Grant Activity #02 will be funding this request.
5. Board of Commissioners’ authorization requested to allow use of the Courthouse Lawn on Sunday, October 2, 2011, 6:00 AM-2:00 PM for a rest stop for the Ravenna Fun Fitness Series “Got Bike” cycling event as requested by the Ravenna Parks & Recreation.
6. In accordance with Ohio Revised Code Section 311.20, the Board of Commissioners acknowledged receipt of the monthly expenditures for the jail and meal expenses for June, 2011 as presented by the Portage County Sheriff’s Department. (cc: Department of Budget & Financial Management).
7. Board of Commissioners’ signature requested on a Personnel Requisition for The Woodlands at Robinson.

8. The Board of Commissioners signed the Personnel Action Form authorizing the full time permanent hire of Darrylyn Hamilton as a Social Service Worker 3 (replacing Cara Young), as presented by Job & Family Services Director Judee Genetin. The Board of Commissioners notes that this hire is contingent upon the applicant passing a pre-employment physical and drug screen.
9. The Board of Commissioners signed the Personnel Action Form authorizing the full time permanent hire of Shannon Cassi as a Social Service Worker 3 (replacing Shayna Little), as presented by Job & Family Services Director Judee Genetin. The Board of Commissioners notes that this hire is contingent upon the applicant passing a pre-employment physical and drug screen.
10. The Board of Commissioners signed the Personnel Action Form authorizing the full time permanent hire of Elissa Rump as a Social Service Worker 3 (replacing Cheryl Schneider), as presented by Job & Family Services Director Judee Genetin. The Board of Commissioners notes that this hire is contingent upon the applicant passing a pre-employment physical and drug screen.
11. The Board of Commissioners signed the Personnel Action Form authorizing the promotion of Nicholas Gribble from Screening Assessment Worker to Social Service Worker 3 (replacing Shannon Weiss) effective August 22, 2011 for the Portage County Department of Job & Family Services, as presented by the Department of Job & Family Services Director Judee Genetin.
12. The Board of Commissioners signed the Personnel Action form acknowledging the resignation of Kelly Ristity as Social Service Worker 3 for the Portage County Department of Job and Family Services effective August 19, 2011, as presented by the Department of Job and Family Services Director Judee Genetin.
13. The Board of Commissioners approved the following Personnel Requisitions as presented by the Portage County Department of Job & Family Services Director Judee Genetin:

DEPARTMENT	JOB TITLE	GRADE	ACTION
Job & Family Services	Social Service Worker 3 (Replacing Kelly Ristity)	JFS J	Post Internally and Externally

14. The Board of Commissioners acknowledged the receipt of the Portfolio Report for July 2011 as presented by the Portage County Treasurer's Office.
15. The Board of Commissioners signed the Personnel Action form acknowledging the resignation of William Christie as an Attorney for the Portage County Department of Job and Family Services effective August 11, 2011, as presented by the Department of Job and Family Services Director Judee Genetin.

*

*

*

*

*

REFERRED

August 16, 2011

1. The Board of Commissioners received the Civil Summons for Case No. 2011 CV 00958 (Zwilling). Referred to Prosecutor's Office.
2. August 11, 2011 correspondence from John Daliman, Attorney at Law on behalf of Windsor House, Inc., regarding operational options for the facility. Referred to Internal Services.

* * * * *

INFORMATION ONLY

August 16, 2011

1. The Board of Commissioners received the Transportation Improvement Program for Fiscal Year 2012-2015 as presented by AMATS. (Entire document in share file).
2. August 2, 2011 correspondence from Thomas Strauss, Summa Health Systems, including a healthcare reform policy position statements.
3. The Board of Commissioners received correspondence (interoffice) from a Portage County resident, regarding The Woodlands at Robinson.
4. August 12, 2011 email from Michelle Ripley TO Jim Hale of CORSA regarding the changes in place as suggested by CORSA for the Water Resources Department offices on Infirmary Road.

* * * * *

PLEASE ADD TO THE AGENDA

August 16, 2011

1. Resolution to enter into a license agreement between the Portage County Board of Commissioners and the Ravenna Area Chamber of Commerce, as presented by the Internal Services Department/11-0725.

* * * * *

JOURNAL ENTRY

August 16, 2011

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

1. The Board of Commissioners authorized payment of the invoice for \$295.50 for Apiary Services provided during July 2011, as presented by Portage County Apiary Inspector, James Just. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.
2. The Board of Commissioners acknowledged the receipt of the August 10, 2011 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimate Resources for the fiscal year beginning January 1, 2011, as presented by the Portage County Auditor.

3. The Board of Commissioners signed the purchase requisition for the Ohio Department of Development for the return of unspent grant funds for \$5,792.00, as presented by the Regional Planning Commission. The B-F-09-1CJ-1 Formula Grant will fund this expense.
4. The Board of Commissioners signed the purchase requisition for SE Blueprint Inc. of Cleveland for blueprint drawings and binding for the Kevin Coleman house project located at 133 Vine Street, Ravenna for \$42.80, as presented by the Regional Planning Commission. The B-F-10-1CJ-1 Formula Grant Activity #02 will be funding this request.
5. The Board of Commissioners authorized the use of the Ravenna Courthouse Lawn on Sunday, October 2, 2011, 6:00 AM-2:00 PM for use as a rest stop for the Ravenna Fun Fitness Series “Got Bike” cycling event as requested by the Ravenna Parks & Recreation. Forwarded to the Internal Services Department to prepare the necessary agreement.
6. In accordance with Ohio Revised Code Section 311.20, the Board of Commissioners acknowledged the receipt of the monthly expenditures for the jail and meal expenses for June, 2011, as presented by the Portage County Sheriff.
7. The Board of Commissioners accepted the recommendation of The Woodlands at Robinson staff and authorized the termination of a full-time STNA for an unsatisfactory probation period, effective August 16, 2011.
8. The Board of Commissioners signed the Personnel Requisition for The Woodlands at Robinson.

DEPARTMENT	JOB TITLE	GRADE	ACTION
The Woodlands at Robinson	STNA – FT	NSAS-2	Post Internally

9. The Board of Commissioners signed the Personnel Action Form authorizing the full time permanent hire of Darrylyn Hamilton as a Social Service Worker 3 (replacing Cara Young), as presented by Job & Family Services Director Judee Genetin. The Board of Commissioners notes that this hire is contingent upon the applicant passing a pre-employment physical and drug screen and motor vehicle record check, if applicable.
10. The Board of Commissioners signed the Personnel Action Form authorizing the full time permanent hire of Shannon Cassi as a Social Service Worker 3 (replacing Shayna Little), as presented by Job & Family Services Director Judee Genetin. The Board of Commissioners notes that this hire is contingent upon the applicant passing a pre-employment physical and drug screen and motor vehicle record check, if applicable.
11. The Board of Commissioners signed the Personnel Action Form authorizing the full time permanent hire of Elissa Rump as a Social Service Worker 3 (replacing Cheryl Schneider), as presented by Job & Family Services Director Judee Genetin. The Board of Commissioners notes that this hire is contingent upon the applicant passing a pre-employment physical and drug screen and motor vehicle record check, if applicable.

12. The Board of Commissioners signed the Personnel Action Form authorizing the promotion of Nicholas Gribble from a Screening Assessment Worker to a Social Service Worker 3 (replacing Shannon Weiss), effective August 22, 2011 for the Portage County Department of Job & Family Services, as presented by the Department of Job & Family Services Director Judee Genetin.
13. The Board of Commissioners signed the Personnel Action form acknowledging the resignation of Kelly Ristity as a Social Service Worker 3 for the Portage County Department of Job and Family Services, effective August 19, 2011, as presented by the Department of Job and Family Services Director Judee Genetin.
14. The Board of Commissioners signed the following Personnel Requisition as presented by the Portage County Department of Job & Family Services Director Judee Genetin:

DEPARTMENT	JOB TITLE	GRADE	ACTION
Job & Family Services	Social Service Worker 3 (Replacing Kelly Ristity)	JFS J	Post Internally and Externally

15. The Board of Commissioners acknowledged the receipt of the Portfolio Report for July 2011, as presented by the Portage County Treasurer.
16. The Board of Commissioners authorized the issuance of gas cards for the Sheriff for use by his North car and South car for efficiency purposes. The Board of Commissioners agreed that the Internal Services Director should work with the Sheriff to move this forward.
17. The Board of Commissioners accepted the recommendation of Water Resources Department Interim Director Jeff Lonzrick and authorized the hire of Nathan Monroe as an Engineering Tech I with an anticipated start date on or after August 29, 2011. The rate of pay will be \$19.08 per hour and there is a 120 day probationary period. This hire is contingent upon the applicant passing a pre-employment physical and drug screen and motor vehicle record check, if applicable.
18. The Board of Commissioners authorized the reimbursement of \$1,450 to Kathryn Hammond for a sewage backup on February 28, 2011 at 4312 Nina Street in Rootstown Township. The Board of Commissioners agreed that the Water Resources Department and the Internal Services Director should work together to prepare the necessary Settlement Agreement.
19. The Board of Commissioners signed the Personnel Action Form acknowledging the resignation of Attorney William Christie, effective August 11, 2011 in the Portage County Department of Job & Family Services, as presented by Director Judee Genetin. The Board of Commissioners acknowledged the receipt of his letter of resignation by Journal Entry on August 11, 2011, as presented by the Human Resources Department Director.
20. The Board of Commissioners accepted the recommendation of The Woodlands at Robinson staff and agreed to terminate a full-time STNA effective August 16, 2011, for an unsatisfactory probation period.

21. The Board of Commissioners signed the following Personnel Requisition as presented by The Woodlands at Robinson as follows:

DEPARTMENT	JOB TITLE	GRADE	ACTION
The Woodlands at Robinson	STNA Replacement for terminated probationary employee	NSAS 2	Post Internally

22. After meeting in an Executive Session today with Attorney Denise Smith, the Board of Commissioners agreed to hire Don Trocchio, Registered Surveyor, to survey the land where The Woodlands at Robinson is located (6831 North Chestnut Street in Ravenna) using Exhibits C-1, C-2, and D of the Land Use Agreement between the Robinson Memorial Hospital and the Board of Commissioners, as authorized by Resolution 99-678 adopted by the Board of Commissioners on September 23, 1999.

All in favor, motion carries.

* * * * *

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting on **August 16, 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 **3:33 PM**. All in favor, motion carries.

Maureen T. Frederick, President

Tommie Jo Marsilio, Vice-President

Christopher Smeiles, Board Member

Deborah Mazanec, Clerk

* * * * *