

Tuesday, September 20, 2011

The Board of County Commissioners met in regular session on **Tuesday, September 20, 2011 at 9:40 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 September 15, 2011 meeting. All in favor, motion carries

*

*

*

*

*

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

*

*

*

*

*

PROSECUTOR

Present: Denise Smith, Judee Genetin, Terri Burns

Pending List Review

1. Attorney Smith noted that her position has not changed in the matter of participation with the Sourcing Office. She noted that she has not been contacted by the State DAS, as suggested by Brian Kelley.
2. Attorney Hawkes has suggested a meeting with the Board of Commissioners and the Sheriff to discuss the Sheriff's proposed confinement policy. The Board of Commissioners forwarded Attorney Hawkes' comments to Major Kelly on September 15th for comment.

*

*

*

9:45 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 consider imminent litigation issues. **Also present:** Attorney Denise Smith; JFS Director Judee Genetin; Terri Burns. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

10:45 AM Upon conclusion of the above referenced discussion, it was moved by **Christopher Smeiles**, 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 no action.

*

*

*

Prosecutor Correspondence

1. September 15, 2011 e-mail from Leigh Prugh, in response to the Board's request for options regarding the O&M Concrete issue/Pending/imminent litigation matter.

2. September 15, 2011 e-mail from Denise Smith, in response to the Board's request for options regarding the O&M Concrete issue/Pending/imminent litigation matter.

* * * * *

THE WOODLANDS AT ROBINSON

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

The Nursing Home Administrator reported a census of 95 with 19 Medicare residents and five private pay residents. She noted that the car show this past weekend was a great event with over 20 cars attending.

The Nursing Home Administrator has a bid for \$1300-1500 for concrete work from A&1 Concrete for the facility where water is coming from an upstairs patio and then down an inside wall. Several levels of sidewalk need to be leveled. Nursing Home Administrator to work with JoAnn Townend to move this project forward.

The Nursing Home Administrator reported that she would like the Maintenance staff to help with painting, etc, kitchen floors need to be addressed with a good cleaning. Ms. Mayes to talk to JoAnn Townend.

The Nursing Home Administrator reported that she spent \$3,000 on the purchase of beds and tables, working with JoAnn Townend. The furniture was needed since the facility has been full.

The Nursing Home Administrator also reported that she needs to purchase five or ten television sets at about \$150 each; again due to the full facility.

During a recent visit to the facility, Commissioner Smeiles located a leak near the downstairs bathroom. The contractor is coming today to look at the downstairs bathroom, which is leaking. The upstairs bathroom has been repaired. The Nursing Home Administrator reported that the A/C units on first floor are leaking and must be addressed – they drip inside instead of outside. She added that staff is working on customer satisfaction – staff making residents happy.

Commissioner Frederick asked what the temp agency useage has been. Ms. Goudy responded that they have not used any nurses but there have been many call-offs necessitating the use of temporary staff.

Commissioner Smeiles asked if the bid specs for the RFP for the sale of the nursing home are ready. The Board remembered that JoAnn Townend is working on the specs. Commissioner Smeiles is concerned about selling the facility by December 31, 2011 and would like to get the bid out by the end of this month. Clerk to ask the Internal Services Director for an update/JoAnn Townend responded that the City of Ravenna Engineer is not able to work on the questions she has about parceling out the Woodlands lot from the Robinson Memorial Hospital campus until he completes several other projects. Since the bid specs cannot be written until this piece is finalized, Commissioner Marsilio agreed to contact Mr. Finney to discuss this issue.

* * *

10:55 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 hiring, termination and potential discipline issues. **Also present:** Nursing Home Administrator Christa Mayes; Human Resources Department Director Karen U’Halie; Attorney Denise Smith; Allison Goudy; George Repchick, Saber Healthcare Group. Roll call vote: Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea.

11:45 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 action by Journal Entry.

* * * * *

MOTOR POOL

Present: Joe Dillon

The Director advised that he has been working on the regular maintenance of the Sheriff’s vehicles. He noted that he learned that some of the Deputies have been repairing tires with puncture holes by using a temporary push in tire repair plugs. The Motor Pool has seen some of these repairs when the vehicles have been in for service work. This type of repair plug is designed for temporary repairs only and not designed for long term repairs. He added that the cruisers are equipped with speed rated tires that require special handling; if the repairs are not done properly by dismounting the tire from the rim and plug-patching the tire from inside serious accidents may occur. He has asked the Sheriff to make certain that tires are repaired at the Motor Pool.

The Director noted that JoAnn Townend discussed the Motor Pool Budget and Department’s Vehicle Maintenance Budgets for 2012 with the Board of Commissioners last week.

* * * * *

Noon - Recessed for Lunch

1:20 PM Board of Commissioners reconvened

* * * * *

DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT

Present: Audrey Tillis

RESOLUTIONS

- 1. Close Fund 1492 PASS THRU GRANTS (BOC)/11-0816
- 2. Resolution to amend the annual appropriation/11-0817

OTHER

- 3. Journal entry approval(s):
 - a. Common Pleas – Employee Notification – Sick/ Vacation Pay Out

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. 11-0810 - 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:

09/19/11	595	\$ 72,281.30
09/19/11	605	296,498.00
09/19/11	614	86,086.92
09/19/11	615	36.00
09/19/11	616	1,927.57
09/19/11	618	114.52
09/19/11	619	68.88
09/19/11	620	10,724.64
Total		\$ 467,737.83

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. 11-0811 - 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 **\$1,585.44** as set forth in Exhibit “A” dated **September 20, 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. 11-0812 - RE: ACCEPT WHITE STONE ROAD IN THE STERLING GREEN SUBDIVISION, PHASE II, IN BRIMFIELD TOWNSHIP, PORTAGE COUNTY.

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

WHEREAS, the following road in **BRIMFIELD TOWNSHIP** has been built in accordance with the specifications for allotment roads of Portage County, and has gone through a one year maintenance period:

T.H. 1188 White Stone Road

and

WHEREAS, the Portage County Engineer has agreed to accept this road as identified above, and

WHEREAS, the Brimfield Township Trustees were notified, via a July 26, 2011 correspondence from the Portage County Engineer, that the Portage County Engineer was preparing to recommend the Board of Portage County Commissioners accept this newly constructed road in Brimfield Township; now therefore be it

RESOLVED, that the Board of Portage County Commissioners accept this newly constructed road in Brimfield Township as identified above; and be it further

RESOLVED, that the acceptance of this road makes **BRIMFIELD TOWNSHIP** responsible for its maintenance effective **SEPTEMBER 20, 2011**, and be it further

RESOLVED, that the Clerk of this Board be and is hereby directed to file a certified copy of the above Resolution with the Portage County Engineer and, 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;

* * * * *

RESOLUTION No. 11-0813 - RE: AUTHORIZE APPLICATION FOR THE FY2011 NORTHEAST CENTRAL OHIO REGIONAL DISASTER PLANNING CONSORTIUM GRANT AND AUTHORIZE THE DIRECTOR OF PORTAGE COUNTY OFFICE OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT TO SIGN GRANT APPLICATION

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

WHEREAS, Portage County Office of Homeland Security and Emergency Management is eligible to apply to the Ohio Department of Health for the FY2011 Regional Disaster Planning Grant in the amount not to exceed fifteen thousand Dollars (\$15,000.00); and

WHEREAS, Portage County desires to utilize these available monies to provide a study identifying the most effective ways to serve and protect the county's disabled populations during and after disasters that require evacuation and sheltering services, and also obtain specialized equipment that will enable the county to do this successfully; now therefore be it

RESOLVED, the Portage County Board of Commissioners authorizes the submission of the FY2011 Regional Disaster Planning Grant application in the amount not to exceed fifteen thousand Dollars (\$15,000.00) **with no local match obligation** with a grant period ending June 30, 2012; and be it further

RESOLVED, that the Portage County Board of Commissioners authorizes Jon Barber, Director of the Office of Homeland Security and Emergency Management to sign the necessary application documents upon the successful review of the grant program and applications by the Department of Budget and Finance Management, and be it further

RESOLVED, that a copy of this resolution be filed with the Portage County Auditor, the Department of Budget & Financial Management, and the Office of Homeland Security & Emergency Management Agency Director; 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;

*

*

*

*

*

RESOLUTION No. 11-0814

-

RE: REQUEST THAT THE STATE DIRECTOR OF TRANSPORTATION REDUCE THE SPEED LIMIT ON WINCHELL ROAD, C.H. 264, BEGINNING AT SHELDON ROAD, C.H. 273 AND ENDING AT POPE

Transportation of the State of Ohio be and is hereby requested to review the engineering and traffic investigations and determine and declare a reasonable speed limit and to consider the recommendation of speed limits of the Portage County Engineer and Board of Portage County Commissioners as follows:

Reduce the speed limit from 55 MPH to 40 MPH on Winchell Road, C.H. 264, beginning at Pope Road, C.H. 278, and ending at Allyn Road, C.H. 281 in Hiram Township; and be it further

RESOLVED, that upon notification from the Director of Transportation of the State of Ohio of the speed limit declared reasonable and safe, standard signs be properly posted giving notice thereof, 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;

* * * * *

RESOLUTION No. 11-0816 - RE: CLOSING OF FUND 1492, PASS THRU GRANTS (BOC)

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

WHEREAS, fiscal activity has ceased in Fund 1492, Pass Thru Grants (BOC), all payments have been made and the Treasurer's Cash Balance is \$0.00; now therefore be it

RESOLVED, that Fund 1492, Pass Thru Grants (BOC) is hereby closed; and be it further

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

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

Voice Vote as Follows:

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

* * * * *

RESOLUTION No. 11-0817

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 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:

	<u>Increase</u>	<u>Decrease</u>
Fund: 0001 General Fund		
010 Commissioners Other		
00107 Commissioner Other OE	0	73,000
MEMO TOTAL	<u><u>\$ -</u></u>	<u><u>\$ 73,000</u></u>

Note: Addtl \$ for Sheriff Veh Exp

700 Sheriff's Department		
07004 Sheriff-General Admin CS	15,000	-
07005 Sheriff-General Admin MS	58,000	-
MEMO TOTAL	<u><u>\$ 73,000</u></u>	<u><u>\$ -</u></u>

Note: Addtl \$ for projected

TOTAL MEMO BALANCE ALL AMENDMENTS	<u><u>\$ 73,000</u></u>	<u><u>\$ 73,000</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;

*

*

*

*

*

RESOLUTIONS

September 20, 2011

1. Approval of the meeting minutes from the September 15, 2011 regular Board meeting.
2. Approve bills as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./11-809
3. Approve the Journal Vouchers, as presented by the County Auditor./11-810
4. Approve the Then & Now Certification, as presented by the County Auditor./11-811
5. Accept White Stone Road in the Sterling Green Subdivision, Phase II, Brimfield Township, Portage County (County Engineer)./11-812
6. Authorize the application for the FY 2011 northeast Central Ohio Regional Disaster Planning Consortium Grant and authorize the Director of Portage County Office of Homeland Security and Emergency Management to sign the application (EMA)./11-813
7. Request that the State Director of Transportation reduce the speed limit on Winchell Road CH 264 beginning at Sheldon Road CH 273 and ending at Pope Road CH 278, Mantua and Hiram Townships./11-814
8. Request that the State Director of Transportation reduce the speed limit on Winchell Road CH 264 beginning at Pope Road CH 278 and ending at Allyn Road CH 281, Hiram Townships./11-815.

* * * * *

INVITATIONS

September 20, 2011

1. Status Conference Notice for Commissioner Smeiles from Attorney Denise Smith for the Mantell vs. Health Professionals Ltd. et al Management Conference Plan/Order on December 12, 2011, 10:00 AM, Judge John R. Adams Courtroom Room 575, Akron/Commissioner Smeiles to attend

* * * * *

INCOMING CORRESPONDENCE

September 20, 2011

1. September 14, 2011 e-mail from Bill Reble, Auditor's Office to Director Barber, Office of Homeland Security and Emergency Management, regarding fixed assets/the Board of Commissioners agreed to transfer the equipment and furniture to the Sheriff, noting that the Human Resources Department has taken on the responsibility for some of the Security equipment. Director Barber to provide the asset listing to them; the Board of Commissioners will authorize the transfer of the items by official action, once the list is completed.
2. September 14, 2011 confidential e-mail from Mike Sharb, Squire Sanders, regarding The Woodlands at Robinson.
3. September 13, 2011 correspondence from Janet Esposito, County Auditor, regarding accrued sick leave conversion payout policy/Hold for discussion with the Human Resources Department Director.
4. September 15, 2011 correspondence from Prosecutor Vic Vigluicci, requesting a resolution permanently dedicating and naming the Dennis M. Zavinski Law Library in his honor/The Board of Commissioners agreed that it would be fitting to remember Attorney Zavinski. However, the Board would prefer to place a plaque in the Law Library in dedication to Attorney Zavinski for his service to Portage County. They agreed that they are concerned that naming a facility may start a precedent that they might not be able to accommodate in the future. The Board agreed to investigate the details for the plaque honoring Bob Fankhauser that will be hung in the Adult Probation Offices to determine if that is a design that they would approve. Commissioner Frederick noted that she would prefer to name the Law Library as suggested but is okay with a plaque, as well. Commissioner Marsilio noted that she wants to avoid the possibility of slighting others who would equally deserve while still being respectful of Attorney Zavinski. Commissioner Smeiles agreed noting that he would also approve the installation of a plaque.
5. September 19, 2011 correspondence from Dave Vaughan of Neighborhood Development Services, Inc. regarding the Mantua Village request for the use of Section 17 finds to demolish a home at 10735 Elm Street/The Board of Commissioners approved the Mantua Village request noting that the assistance would cure the slum and blight situation caused by this fire. The Mayor has advised that the Village does not have the funds to remove the structure. The Board of Commissioners asked the Department of Budget & Financial Management Director to contact Neighborhood Development

Services, Inc. to determine what the term for repayment is, that the lien on the property will provide payback upon the sale of the property, and whose name will be on the lien/Journal Entry

* * * * *

PLEASE ADD TO THE AGENDA

September 20, 2011

1. September 15, 2011 invitation from the Western Reserve Land Conservancy to an elected officials informational meeting regarding the creation of the Upper Grand River Watershed Action Plan on Wednesday, September 21, 2011 at 6:30 PM in Middlefield. Forwarded to the Water Resources Director, County Engineer, Health Commissioner, RPC Director and James Bierlair.

* * * * *

JOURNAL ENTRY

September 20, 2011

1. The Board of Commissioners received the September 14, 2011 Amended Certificate of Estimated Resources for the year beginning January 1, 2011 as submitted by the Portage County Budget Commission (cc: Department of Budget & Financial Management).
2. In response to the September 23, 2011 Notice from Ohio Division of Liquor Control of a request for a new liquor license for Rootstown 44 Corporation, Rootstown Township, Ravenna, Ohio, the Board of Commissioners does not wish to request a hearing noting the Rootstown Township Trustees have no objections and are not requesting a hearing. Board authorization requested to have the Clerk to sign and return the notice.
3. The Board of Commissioners acknowledged receipt of the September 14, 2011 Certificate of the County Auditor that the Annual Appropriations from each fund does not exceed the Amended Official Certificate of Estimate Resources for the fiscal year beginning January 1, 2011 as presented by the Portage County Auditor Janet Esposito.
4. The Board of Commissioners signed the Personnel Action Form authorizing the reinstatement from separation of an Employment Services Counselor effective September 19, 2011 as presented by the Portage County Department of Job & Family Services Director Judee Genetin.
5. The Board of Commissioners acknowledged receipt of the Portage County Investment Reconciliation for the month of August 2011.
6. The Board of Commissioners acknowledged receipt of the Portfolio Report for August 2011 as presented by the Portage County Treasurer's Office.
7. The Board of Commissioners authorized payment of the August 2011 Statement for professional services rendered from August 2, 2011 through August 26, 2011 and on June 29, 2011 for \$6,250.00, as presented by Ron Habowski.

* * * * *

REFERRED

September 20, 2011

1. The Board of Commissioners received a Civil Summons for Case No. 2011 CV 00663 as presented by the Portage County Common Pleas Court (Reiger). Referred to Neighborhood Development Services and Prosecutor's Office.
2. Undated correspondence (received September 14, 2011) from William McDowell Jr., regarding a company profile for the acquisition, new construction and refinancing of hospitals, nursing homes and more. Referred entire packet to Internal Services.
3. September 7, 2011 correspondence from Michael Hiler, Ohio Department of Development, regarding FY2010 Analysis of impediments to Fair Housing Choice. Referred to Regional Planning Commission.

* * * * *

INFORMATION ONLY

September 20, 2011

1. September 9, 2011 correspondence from the US Department of Transportation Federal Aviation Administration to the Portage County Regional Airport Authority, regarding the grant offer for Project No. 3-39-0099-2511/Resolution adopted on September 14, 2011.
2. September 13, 2011 e-mail from Brian Kelley, Information Technology Services to Dan Quigg and David Akers, Sourcing Office, regarding HTEEx/Sourcing Office.
3. September 13, 2011 e-mail from David Akers, Sourcing Office to Brian Kelley, Information Technology Services and Deb Mazanec, in response to Director Kelley's September 13, 2011 e-mail.
4. September 13, 2011 e-mail from Dan Quigg, Hosted Technology Exchange to Brian Kelley, Information Technology Services and Deb Mazanec, in response to Director Kelley's September 13, 2011 e-mail.
5. September 11, 2011 correspondence from Amanda Suffecool, Targeting Inc. to Sheriff Dave Doak, regarding firearm inventory clearing/Forward to the Internal Services Director.
6. September 13, 2011 e-mail from Mickey Marozzi, County Engineer, regarding a citizen complaint with the speed limit on Winchell Road, Mantua Township.
7. September 14, 2011 e-mail from Charlene Badger, Executive Assistant, including the Health Department's response to a complaint regarding a septic system.
8. September 14, 2011 e-mail from Brian Kelley, Information Technology Services to Dan Quigg, Hosted Technology Exchange and David Akers, Sourcing Office, regarding HTEEx.

9. September 9, 2011 correspondence from David Shea, Community Action Council of Portage County to Capstone Development Corporation, regarding Silver Oaks Senior Complex.

10. September 15, 2011 e-mail from Commissioner Frederick to Jessica White, Daily Kent Stater, regarding 911 Planning Committee (cc: Charlene Badger).

*

*

*

*

*

JOURNAL ENTRY

September 20, 2011

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

1. The Board of Commissioners acknowledged the receipt of the September 14, 2011 Amended Certificate of Estimated Resources for the year beginning January 1, 2011, as submitted by the Portage County Budget Commission.
2. In response to the September 23, 2011 Notice from Ohio Division of Liquor Control of a request for a new liquor license for Rootstown 44 Corporation, Rootstown Township, Ravenna, Ohio, the Board of Commissioners agreed not to request a hearing noting the Rootstown Township Trustees have no objections and are not requesting a hearing. The Board of Commissioners authorized the Clerk to sign and return the notice.
3. The Board of Commissioners acknowledged the receipt of the September 14, 2011 Certificate of the County Auditor that the Annual Appropriations from each fund does not exceed the Amended Official Certificate of Estimate Resources for the fiscal year beginning January 1, 2011, as presented by Portage County Auditor Janet Esposito.
4. The Board of Commissioners signed the Personnel Action Form authorizing the reinstatement from separation of an Employment Services Counselor, effective September 19, 2011, as presented by the Portage County Department of Job & Family Services Director Judee Genetin. (Termination approved by Journal Entry #7 on September 8, 2011)
5. The Board of Commissioners acknowledged the receipt of the Portage County Investment Reconciliation for the month of August 2011, as presented by the Portage County Treasurer and Portage County Auditor.
6. The Board of Commissioners acknowledged the receipt of the Portfolio Report for August 2011, as presented by the Portage County Treasurer.
7. The Board of Commissioners authorized payment of the August 2011 Statement for professional services rendered from August 2, 2011 through August 26, 2011 and on June 29, 2011 for \$6,250.00, as presented by Ron Habowski.
8. The Board of Commissioners signed the Personnel Requisition for the advertisement for a Part-time Electrician for the Portage County Portage County Water Resources, as recommended by the Director:

DEPARTMENT	JOB TITLE	GRADE	ACTION
Water Resources Department	Permanent Part-Time Electrician Replacement for Steve Paulus, retired 3-10-11	Elec/1	Post Internally and Externally

9. The Board of Commissioners approved the revised *Procedure for Processing Sewer Backup Claims*, as recommended by Water Resources Department. Director Jeff Lonzrick.
10. The Board of Commissioners accepted the recommendation of the Department of Budget & Financial Management Director and authorized the transfer of \$9,752 from the Contingency to the Common Pleas Court for an employee sick/vacation pay out in accordance with the Board of Commissioners' policy.
11. The Board of Commissioners accepted the recommendation of The Woodlands at Robinson staff and authorized the following actions:
- A. Three day working suspension for attendance issues for a Maintenance Repair Worker on September 22, 23, and 24, 2011
 - B. Three day working suspension for attendance issues for an STNA on September 22, 23, and 24, 2011
12. The Board of Commissioners accepted the recommendation of The Woodlands at Robinson staff and authorized the following actions:
- A. Approve the move of RN Crystal Trussel from hourly status to salaried status beginning on October 2, 2011.
 - B. Approve STNA Jamie Roosa's request to move from Full-Time to Part-Time status, effective October 1, 2011.
13. The Board of Commissioners accepted the recommendation of The Woodlands at Robinson staff and accepted the resignation of RN Michelle Synderburn, effective October 1, 2011.
14. The Board of Commissioners signed the Personnel Requisition for The Woodlands at Robinson.

DEPARTMENT	JOB TITLE	GRADE	ACTION
The Woodlands at Robinson	RN Supervisor Replacing Michelle Synderburn	MG05	Post externally
The Woodlands at Robinson	STNA – FT Replacing Jamie Roosa	NSAS-2	Post Internally

15. After meeting in an executive session today with The Woodlands at Robinson staff, the Board of Commissioners authorized the hire of Howard, Wershbale & Co. to provide accounting and financial services to the nursing home facility. The Nursing Home Administrator to work with the Internal Services Director to move this hire forward.

16. The Board of Commissioners accepted the recommendation of Dave Vaughan of Neighborhood Development Services, Inc. and authorized Mantua Village to use Portage County Section 17 funds to demolish a home at 10735 Elm Street in Mantua Village. The Board of Commissioners approved the Mantua Village request noting that the assistance would cure the slum and blight situation caused by a fire at this location. The Mayor has advised that the Village does not have the funds to remove the structure. The Board of Commissioners asked the Department of Budget & Financial Management Director to contact Neighborhood Development Services, Inc. to determine what the term for repayment is, that the lien on the property will provide payback upon the sale of the property, and whose name will be on the lien. The Board of Commissioners would also like to receive a resolution from council requesting the use of these funds to improve this slum and blight situation.

17. After meeting in an Executive Session today with Department of Budget & Financial Management Director Audrey Tillis, the Board of Commissioners accepted her recommendation and authorized the termination of a Data and Budget Entry Clerk during the probationary period, effective at close of business today.

18. After meeting in an Executive Session today with Department of Budget & Financial Management Director Audrey Tillis, the Board of Commissioners accepted her recommendation and authorized an end of probation compensation increase for Accountant and Budget Analyst John Leskovyansky Jr. from \$19.36/hour to \$20.34/hour, effective September 19, 2011.

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 **September 20, 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 **3:00 PM**. All in favor, motion carries.

Maureen T. Frederick, President

Tommie Jo Marsilio, Vice-President

Christopher Smeiles, Board Member

Deborah Mazanec, Clerk

* * * * *