

The Portage County Board of Commissioners' meeting came to order at 1:27 PM on Tuesday, December 1, 2011 with the following members present:

Attendee Name	Title	Status
Maureen T. Frederick	President	Absent
Tommie Jo Marsilio	Vice President	Present
Christopher Smeiles	Board Member	Present

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

Motion To: Approve the minutes of November 29, 2011

RESULT: ADOPTED [UNANIMOUS]
MOVER: Christopher Smeiles, Board Member
SECONDER: Tommie Jo Marsilio, Vice President
AYES: Tommie Jo Marsilio, Christopher Smeiles
ABSENT: Maureen T. Frederick

1:27 PM RECESSED TO SOLID WASTE MANAGEMENT DISTRICT MEETING

1:43 PM COMMISSIONERS RECONVENED

INTERNAL SERVICES

Present: JoAnn Townend

Discussion

1. Water Resources lab expansion/Hold for next week
2. Invoicing APL for pavement sealing/JoAnn Townend will send the APL an invoice
3. The Director noted that the One-Stop has hosted a series of tax clinics for the public in past years. Since the One-Stop operation is moving to the Administration Building by the end of 2011, does the Board of Commissioners want to authorize the Department of Job & Family Services staff to escort participants into the building on several Saturdays in 2012 and waive the security requirement. The Board of Commissioners agreed that this is a great program that should continue. JFS staff should plan to escort participants and that security may be waived.
4. The Director presented the announcement of retirement from Maintenance Office Manager/Supervisor Carol Schofield, effective December 31, 2011/Journal Entry

Resolutions

1. Enter into an administrator employment agreement with Susan Doherty for Nursing Home Administrator services at the Woodlands./The Board of Commissioners agreed that Christa Mayes will work 8 hours/week as the Nursing Home Administrator, which will require a contract amendment. The new Nursing Home Administrator will work 32 hours per week./11-1051
2. Enter into amendment no. 1 with Leslee Keegan C.P.T. for professional training services for the Sheriff's office./11-1052
3. Enter into a recording system support agreement with Business Information Systems, Inc. for the Domestic Relations Court./11-1053
4. Enter into a legal services engagement agreement with Squire, Sanders & Dempsey (US) LLP./11-Not needed - adopted 11-0960 previously
5. Enter into amendment no. 1 for Family Team Meeting Facilitator Services with Children's Advantage for JFS./11-1055
6. Enter into an agreement with Maximus, Inc. for program expenditure tracking system for JFS./11-1056
7. Enter into an agreement with LGS division of the Auditor of State of Ohio for conversion of data for the preparation of financial statements for Portage County for the years ending 2011, 2012 and 2013./11-1057
8. Enter into an amendment 1 with the Portage County Sheriff for security services at the Portage County Administration Building Complex and the Riddle Block building./11-1058
9. Enter into an agreement with Ohio Edison for new electrical service at 466 S. Chestnut St./11-1059
10. Construction Escrow Agreement for street, storm sewer and drainage improvements in the Brimfield Crossings Allotment/11-1061

RESOLUTION NO. 11-1051 - RE: ENTER INTO AN ADMINISTRATOR EMPLOYMENT AGREEMENT BETWEEN THE BOARD OF COMMISSIONERS AND SUSAN DOHERTY FOR NURSING HOME ADMINISTRATOR SERVICES.

WHEREAS, the Board of Commissioners is the owner and operator of the Woodlands at Robinson, a County Nursing Home; and

WHEREAS, the Board of Commissioners is required to obtain the services of a duly licensed Nursing Home Administrator to oversee the operations at the Woodlands at Robinson; and

WHEREAS, Susan Doherty is a duly licensed Nursing Home Administrator in accordance with the Ohio Revised Code; and

WHEREAS, the parties desire to enter into an administrator employment agreement to set forth their respective covenants and understandings; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into an Agreement between the Board and Susan Doherty on a month to month basis beginning on December 1, 2011 at the rate of Fifty and 00/100 (\$50.00) per hour not to exceed Thirty-two (32) hours per week; 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.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Smeiles, Board Member
SECONDER:	Tommie Jo Marsilio, Vice President
AYES:	Tommie Jo Marsilio, Christopher Smeiles
ABSENT:	Maureen T. Frederick

RESOLUTION NO. 11-1052 - **RE: ENTER INTO AMENDMENT NO. 1 BETWEEN THE BOARD OF COMMISSIONERS AND LESLEE KEEGAN, C.P.T. FOR PROFESSIONAL TRAINING SERVICES FOR THE SHERIFF'S DEPT.**

WHEREAS, an agreement between the Board of Commissioners and Leslee Keegan, C.P.T. was entered into on September 14, 2011 known as Portage County Contract 20110375 for professional training services for the Sheriff's Department; and

WHEREAS, the parties desire to amend the Original Contract to continue such services; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into an Amendment Agreement 1 between the Board and Leslee Keegan for an additional eight (8) weeks; 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.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Christopher Smeiles, Board Member
SECONDER: Tommie Jo Marsilio, Vice President
AYES: Tommie Jo Marsilio, Christopher Smeiles
ABSENT: Maureen T. Frederick

RESOLUTION NO. 11-1053 - **RE: ENTER INTO A RECORDING SYSTEM SUPPORT AGREEMENT BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DOMESTIC RELATIONS COURT AND BUSINESS INFORMATION SYSTEMS, INC.**

WHEREAS, the recording system in the three (3) courtrooms of the Portage County Domestic Relations Court are in need of an upgrade; and

WHEREAS, Business Information Systems, Inc., 1350 NE 56th St., Suite 300, Fort Lauderdale, FL 33334, a provider of Digital Recording systems, will install, test, train and be on-site for the first live use of the systems; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into a recording system support agreement between the Board and Business information Systems, Inc. to provide system support for a period of sixty (60) months commencing on December 2, 2011; and be it further

RESOLVED, that the total service amount under this Agreement shall not exceed Two thousand six hundred seventy-five and 00/100 dollars (\$2,675.00) 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.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Christopher Smeiles, Board Member
SECONDER: Tommie Jo Marsilio, Vice President
AYES: Tommie Jo Marsilio, Christopher Smeiles
ABSENT: Maureen T. Frederick

RESOLUTION NO. 11-1054 - **RE: CONSTRUCTION ESCROW AGREEMENT FOR STREET, STORM SEWER AND DRAINAGE IMPROVEMENTS IN THE BRIMFIELD CROSSINGS**

ALLOTMENT.

WHEREAS, the Portage County Engineer has given his final approval, subject to completion of all conditions precedent as prescribed by the Portage County Subdivision Regulations and the Rules, Regulations and Specifications of the Portage County Engineer concerning the construction of Street, Storm Sewer and Drainage Improvements in the Brimfield Crossings Allotment situated in Lots 32 & 33 of Brimfield township, Portage County, Ohio; and

WHEREAS, Brimfield Crossings Limited, and Ohio limited liability company has agreed to fulfill the requirements of the conditions and has executed certain performance agreement forms in connection with the construction of the improvements; and

WHEREAS, the improvements have been completed and are now being presented for dedication as permanent public right-of-way; now therefore be it

RESOLVED, that the parties agree that Forty-Six Thousand Three Hundred Three and 00/100 dollars (\$46,303.00) shall be reserved and held in account 1804581 by the escrow agent, First American Title Insurance Company, for the purpose of guaranteeing performance of the agreement required by the Portage County Subdivision Regulations in connection with the improvements that have been constructed and in conjunction with Brimfield Crossings Limited's warranty thereof for a period of twelve (12) months after public dedication; and be it further

RESOLVED, that funds held in escrow shall be released by the Escrow Agent according to one or more of the procedures outlined in the escrow agreement; and be it further

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

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Smeiles, Board Member
SECONDER:	Tommie Jo Marsilio, Vice President
AYES:	Tommie Jo Marsilio, Christopher Smeiles
ABSENT:	Maureen T. Frederick

RESOLUTION NO. 11-1055 - RE: ENTER INTO AMENDMENT NO. 1 FOR FAMILY TEAM MEETING FACILITATOR SERVICES BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND THE PORTAGE

**COUNTY CHILDREN SERVICES CENTER D.B.A.
CHILDREN'S ADVANTAGE.**

WHEREAS, an agreement between the parties was entered into and known as Portage County Contract No. 20110155 (the "Original Contract") by Resolution No. 10-1127 to provide Family Team Meeting Facilitator Services to stabilize a family and prevent removal from their homes or reunite children in a more timely manner by providing independent facilitation of Family Team Meetings with families and providers; and

WHEREAS, the parties desire to amend the Original Contract to continue such services; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby enter into Amendment No. 1 between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services ("PDCJFS") and the Portage County Children Services Center doing business as Children's Advantage ("PROVIDER") for the period from November 1, 2010 through October 31, 2011; and be it further

RESOLVED, PCDJFS and PROVIDER mutually agree to increase Family Team Meeting Facilitator Services by Five hundred fifty and 00/100 dollars (\$550.00); and be it further

RESOLVED, that service under this agreement shall not exceed Fifty-six thousand eight hundred fifty-nine and 88/100 dollars (\$56,859.88); 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.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Smeiles, Board Member
SECONDER:	Tommie Jo Marsilio, Vice President
AYES:	Tommie Jo Marsilio, Christopher Smeiles
ABSENT:	Maureen T. Frederick

**RESOLUTION NO. 11-1056 - RE: ENTER INTO AN AGREEMENT BETWEEN THE
PORTAGE COUNTY BOARD OF COMMISSIONERS
ON BEHALF OF THE PORTAGE COUNTY
DEPARTMENT OF JOB & FAMILY SERVICES, INC.
AND MAXIMUS, INC. FOR PROGRAM EXPENDITURE
TRACKING SYSTEM FOR WINDOWS (PET)
SOFTWARE MAINTENANCE.**

WHEREAS, the Portage County Department of Job & Family Services acquired Program Expenditure Tracking System for Windows (PET) software originally on June 5, 2000; and

WHEREAS, the Portage County Department of Job & Family Services wishes to acquire on-going maintenance in accordance with the Software License Agreement for the Program Expenditure Tracking System for Windows (PET) software; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into a Software Maintenance Agreement between the Board of Commissioners, the Department of Job & Family Services and MAXIMUS, Inc., 5150 East Dublin Granville Road, Suite 120, Westerville, Ohio 43081, for the period of January 1, 2012 through December 31, 2012 for the total cost of Two thousand one hundred fifty and 00/100 dollars (\$2,150.00); 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.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Smeiles, Board Member
SECONDER:	Tommie Jo Marsilio, Vice President
AYES:	Tommie Jo Marsilio, Christopher Smeiles
ABSENT:	Maureen T. Frederick

RESOLUTION NO. 11-1057 - RE: ENTER INTO AN AGREEMENT WITH LOCAL GOVERNMENT SERVICES DIVISION OF THE AUDITOR OF STATE OF OHIO FOR CONVERSION OF DATA FOR THE PREPARATION OF FINANCIAL STATEMENTS FOR PORTAGE COUNTY FOR THE YEARS ENDING 2011, 2012 and 2013.

WHEREAS, the Portage County Board of Commissioners desires to complete the conversion of data for the preparation of financial statements for Portage County for the years ending 2011, 2012 and 2013; and

WHEREAS, the Local Government Services Division of the Auditor of State of Ohio desires to enter into an agreement to provide such services for the years 2011, 2012, and 2013; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into an agreement with the Local Government Services Division of the Auditor of State of Ohio

for the completion of the conversion of data for the preparation of financial statements for Portage County for the years ending 2011, 2012 and 2013 as stipulated in the agreement; and be it further

RESOLVED, that the service under this agreement shall not exceed Sixteen thousand and 00/100 dollars (\$16,000.00) for each year; 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.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Smeiles, Board Member
SECONDER:	Tommie Jo Marsilio, Vice President
AYES:	Tommie Jo Marsilio, Christopher Smeiles
ABSENT:	Maureen T. Frederick

RESOLUTION NO. 11-1058 - RE: ENTER INTO AMENDMENT NO. 1 BETWEEN THE BOARD OF COMMISSIONERS AND THE PORTAGE COUNTY SHERIFF FOR SECURITY SERVICES AT THE PORTAGE COUNTY ADMINISTRATION BUILDING COMPLEX AND THE COUNTY OWNED RIDDLE BLOCK BUILDING.

WHEREAS, a Memorandum of Understanding between the Board of Commissioners and the Portage County Sheriff was entered into on July 7, 2011 through resolution number 2011-0591 to provide security services at the Portage County Administration Building Complex and the County owned Riddle Block Building; and

WHEREAS, the parties desire to amend the original Memorandum of Understanding to continue such services; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into an Amendment Agreement 1 between the Board and the Portage County Sheriff for the time period of January 1, 2012 through December 31, 2012; and be it further

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

RESULT: ADOPTED [UNANIMOUS]
MOVER: Christopher Smeiles, Board Member
SECONDER: Tommie Jo Marsilio, Vice President
AYES: Tommie Jo Marsilio, Christopher Smeiles
ABSENT: Maureen T. Frederick

RESOLUTION NO. 11-1059 - RE: ENTER INTO AN AGREEMENT BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS AND OHIO EDISON COMPANY.

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

WHEREAS, the Portage County Board of Commissioners desires Ohio Edison to provide new electric service facilities at the premises at 466 S. Chestnut St., Ravenna OH; and

WHEREAS, Ohio Edison's line extension policy is set forth in the Ohio Edison's tariffs and approved by the Public Utilities Commission of Ohio and they are the sole provider; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into an agreement with Ohio Edison to provide new electric service to 466 S. Chestnut St., Ravenna OH; and be it further

RESOLVED, that the service under this agreement shall not exceed Eleven thousand, two hundred seventy-nine and 50/100 (\$11,279.50); 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.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Christopher Smeiles, Board Member
SECONDER: Tommie Jo Marsilio, Vice President
AYES: Tommie Jo Marsilio, Christopher Smeiles
ABSENT: Maureen T. Frederick

HUMAN RESOURCES

Present: Karen U'Halie

RESOURCES DEPARTMENT PROJECT NO. BR-2 07-060.

WHEREAS, Brimfield Crossings Limited, LLC, (OWNER) at 195 South Main Street, Suite 200, Akron, OH 44308-1314 has constructed an 8 inch sanitary sewer main and a 12 inch water main with all necessary appurtenances (SEWER & WATER) for the Brimfield Crossings Phase 1 Sewer and Water Project, (Portage County Water Resources Project Number BR-2 07-060). This project provides sewer and water service for Brimfield Crossings Phase 1 in Brimfield Township, Original Lot 32, Portage County, Ohio; and

WHEREAS, HM Miller Construction Company has acknowledged being paid in full for the construction of the SEWER & WATER; and

WHEREAS, the OWNER now wishes to convey the SEWER & WATER as a gift to Portage County to own, maintain, and operate, now therefore be it

RESOLVED, by the Board of County Commissioners, Portage County, Ohio (COMMISSIONERS):

Section 1. That the COMMISSIONERS agree to enter into an Agreement with the OWNER who has constructed the SEWER & WATER that provides service for the Brimfield Crossings Phase 1 Sewer and Water Project located in Brimfield Township Original Township Lot 32, Portage County, Ohio;

Section 2. That after the COMMISSIONERS sign the letter of acceptance (as prepared by the Director of the Portage County Water Resources Department) the COMMISSIONERS will accept the SEWER & WATER to own, maintain, and operate.

Section 3. That the COMMISSIONERS find and determine that all formal actions at this meeting concerning and relating to the adoption of this resolution were taken in an open meeting by the COMMISSIONERS and that all deliberations of the COMMISSIONERS that resulted in those formal actions were in a meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Smeiles, Board Member
SECONDER:	Tommie Jo Marsilio, Vice President
AYES:	Tommie Jo Marsilio, Christopher Smeiles
ABSENT:	Maureen T. Frederick

COUNTY AUDITOR

The County Auditor is attending to discuss the resolution presented today by JoAnn Townend and held by the Board to enter into an agreement with LGS division of the Auditor of State of Ohio for conversion of data for the preparation of financial statements for Portage County for the years ending 2011, 2012 and 2013. The County Auditor attended to advise that her staff does the CAFR, which is submitted to the state for approval. The CAFR is done in house for about \$8,000 a year. That document has to be reformatted and then audited. The state auditor may not use all of the \$16,000 and has not in the past. She noted that this is a three year agreement/11-1057

RESOLUTIONS

1. Approval of the meeting minutes from the November 29, 2011 regular Board meeting.
2. Approve bills as presented by the County Auditor and reviewed by the Department of Budget & Financial Management/11-1046
3. Approve the wire transfers as presented by the County Auditor./11-1047
4. Approve the Journal Vouchers, as presented by the County Auditor./11-1048
5. Approve the Then & Now Certification, as presented by the County Auditor./11-1049
6. Approval of the RMH Board of Trustee Bidding Procedure and Purchasing Policies for calendar year 2012/11-1050

RESOLUTION No. 11-1046 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

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 December 1, 2011 in the total payment amount of **\$191,587.36 for Funds 0001-7219** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

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

RESULT: ADOPTED [UNANIMOUS]
MOVER: Christopher Smeiles, Board Member
SECONDER: Tommie Jo Marsilio, Vice President

AYES: Tommie Jo Marsilio, Christopher Smeiles
ABSENT: Maureen T. Frederick

RESOLUTION No. 11-1047 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

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 December 1, 2011 in the total payment amount of **\$191,587.36 for Funds 0001-7219** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

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

RESULT: ADOPTED [UNANIMOUS]
MOVER: Christopher Smeiles, Board Member
SECONDER: Tommie Jo Marsilio, Vice President
AYES: Tommie Jo Marsilio, Christopher Smeiles
ABSENT: Maureen T. Frederick

RESOLUTION NO. 11-1048 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

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:

12/01/11	3	\$ 395.00
12/01/11	20	13,383.71

Total		\$ 13,778.71
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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.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Smeiles, Board Member
SECONDER:	Tommie Jo Marsilio, Vice President
AYES:	Tommie Jo Marsilio, Christopher Smeiles
ABSENT:	Maureen T. Frederick

RESOLUTION NO. 11-1049 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.

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 **\$329.89** as set forth in Exhibit "A" dated **December 1, 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.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Smeiles, Board Member
SECONDER:	Tommie Jo Marsilio, Vice President
AYES:	Tommie Jo Marsilio, Christopher Smeiles
ABSENT:	Maureen T. Frederick

RESOLUTION NO. 11-1050 - RE: APPROVAL OF ROBINSON MEMORIAL HOSPITAL BOARD OF TRUSTEES BIDDING PROCEDURE AND PURCHASING POLICIES FOR CALENDAR YEAR 2012.

WHEREAS, pursuant to Section 339.05 of the Ohio Revised Code a Board of County Hospital Trustees may adopt bidding procedures and purchasing policies, which upon said adoption and the approval of the Board of County Commissioners, may be followed by the Board of County Hospital Trustees in lieu of following the competitive bidding procedures of Sections 307.86 to 307.92 of the Ohio Revised Code; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby approve the Robinson Memorial Hospital Board of Trustees establishing bidding procedures and purchasing policies for the year 2012, as incorporated in their resolution adopted November 22, 2011; 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.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christopher Smeiles, Board Member
SECONDER:	Tommie Jo Marsilio, Vice President
AYES:	Tommie Jo Marsilio, Christopher Smeiles
ABSENT:	Maureen T. Frederick

INCOMING CORRESPONDENCE

1. Discussion: Term Sheet for Robinson Memorial Hospital/No discussion. .
2. Discussion: JOED Board Meeting Thursday, December 15, 2011/Commissioner Smeiles to attend.
3. November 22, 2011 Certified Notice of Hearing regarding a new liquor permit application for Mark's Live Bait and Tackle, Ravenna Township on Monday, December 19, 2011, 10:15 AM, Commissioners' Meeting Room 703/Commissioner Marsilio to attend
4. November 22, 2011 Certified Notice of Hearing regarding a new liquor permit application for Dollar

General Store, Brimfield Township on Monday, December 19, 2011, 10:45 AM, Commissioners' Meeting Room 703/Commissioner Marsilio to attend

REFERRED

1. November 11, 2011 correspondence from Dale Hluch, regarding source water protection areas. Referred to Storm Water Committee.
2. The Board of Commissioners received a Motion for Enlargement of Time regarding the Hiram Township annexation as presented by the Portage County Common Pleas Court. Referred to Prosecutor's Office.

INFORMATION ONLY

1. November 23, 2011 note from Janet Esposito, County Auditor, regarding the renewal levy of four-tenths (0.4) of a mill for the benefit of the Portage County Combined General Health District.
2. November 15, 2011 correspondence from David Shea, Community Action Council, regarding a Poinsettia Sale fund raiser.

PLEASE ADD TO THE AGENDA

December 1, 2011

1. November 30, 2011 confidential correspondence from Leigh Prugh, regarding proposed contract no. 20110403/ The Board of Commissioners approved a draft correspondence prepared by Attorney Prugh.

JOURNAL ENTRY

1. The Board of Commissioners authorized payment of Invoice No. 05 dated November 23, 2011 for \$12500.01 for the Portage County Senior Center Operations from October-December 2011, as presented by Family & Community Services, Inc.
2. The Board of Commissioners acknowledged the receipt of the November 28, 2011 Amended Certificate of Estimated Resources for the year beginning January 1, 2011, as submitted by the Portage County Budget Commission.
3. The Board of Commissioners acknowledged the receipt of the Kennel Disposition Report and Intake Report for November 14, 2011 through November 20, 2011, as presented by Dog Warden Dave McIntyre.
4. The Board of Commissioners acknowledged the receipt of the November 23, 2011 Certificate of 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.
5. The Board of Commissioners authorized Commissioner Marsilio to sign the United States Bankruptcy Court Northern District of Ohio Proof of Claim for Donnie R. Hunter and Linda S. Hunter (Case Number 11-53229-mss) for sewer charges in the amount of \$104.34, as presented by Portage County Water Resources Department Director Jeff Lonzrick.

6. The Board of Commissioners acknowledged the receipt of the announcement of retirement from Maintenance Office Manager/Supervisor Carol Schofield, effective December 31, 2011.
7. The Board of Commissioners approved the revised job description for a Water Resources Department Laborer, as presented by Human Resources Department Director Karen U'Halie and Water Resources Department Director Jeff Lonzrick.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Christopher Smeiles, Board Member
SECONDER: Tommie Jo Marsilio, Vice President
AYES: Tommie Jo Marsilio, Christopher Smeiles
ABSENT: Maureen T. Frederick

ADJOURNMENT

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting on December 1, 2011. There being no further business to come before the Board, it was moved by Christopher Smeiles and seconded by Tommie Jo Marsilio to adjourn the official meeting at 2:50 PM.

ABSENT

Maureen T. Frederick, President

Tommie Jo Marsilio, Vice-President

Christopher Smeiles, Board Member

Deborah Mazanec, Clerk

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