



Portage County Board of Commissioners

Regular Meeting

~ Minutes ~

449 South Meridian Street
Ravenna, OH 44266
<http://www.co.portage.oh.us>

Deborah Mazanec, Clerk
330-297-3600

Thursday, December 22, 2011

Commissioners' Board Room

The Portage County Board of Commissioners' meeting came to order on Thursday, December 22, 2011 at 9:48 AM with the following members present:

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

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

Minutes Approval

Motion To: Approve the December 20, 2011 meeting minutes

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

INTERNAL SERVICES

Present: JoAnn Townend

Discussion

Solid Waste Roof

The Director advised that the Solid Waste Management District building roof must be replaced. She recommended that the Board of Commissioners authorize her to contact a local architect to prepare the specs before the issue gets worse. Commissioner Smeiles suggested that the Director move forward quickly to prepare the bid specs for a new roof. The District has been dealing with the roof issues for a while. The Board of Commissioners agreed that the Director should contact Architect Dave Sommers.

The Director reported that the Maintenance Department reported to The Woodlands for the second week and it is working well. They replaced 48 light bulbs and removed, repaired and returned a freezer. The Woodlands sends the Director a list of items that need to be done and the Maintenance Supervisors assign the duties.

Resolutions

1. Set proposal date for transportation services for Job & Family Services. /11-1131
2. Accept & award the bids for purchase of various chemicals for Portage County Water Resources./11-1132
3. Enter into an agreement with CompManagement for workers' compensation TPA services for 2012./11-1133
4. Enter into an agreement with Wage Works to provide administrative services for the employee section 125 flexible spending account plan for 2012./11-1134

EXECUTIVE ASSISTANT

Present: Charlene Badger

The Executive Assistant discussed the proposed Board of Building Appeals by-law changes, as recommended by the members. The Board of Commissioners asked the Executive Assistant to have the proposed changes reviewed by the Prosecutor's Office.

The Executive Assistant suggested that the Airport by-laws need to be reviewed as well, as they are outdated.

The Board asked that the Executive Assistant look at all of the by-laws for boards that the Board of Commissioners appoints to and determine if any of the other by-laws need to be updated.

BOARD COMMENT

Commissioner Marsilio presented the draft job descriptions for the new and revised positions for the proposed reorganization, along with the revised organizational chart and a suggested allocation for each job prepared by the Department of Budget & Financial Management Director. She added that she worked with seventh floor staff to prepare the documents. Commissioner Marsilio noted that there is a total increase of cost but an overall savings to the General Fund. Commissioner Marsilio added that the Board of Commissioners has spent a great deal of time in discussing this reorganization.

Commissioner Frederick responded that she just got the information this morning and would like a chance to review it. She asked if the Human Resources Department was involved with the proposed job descriptions and assigned salaries. Commissioner Marsilio responded that she did not involve the Human Resources Department since the reorganization has no significant impact on that department. Commissioner Frederick replied that she would prefer not to circumvent the process in place and have the Human Resources Department Director look at the job descriptions and salaries. She does not want the Board of Commissioners to directly or inadvertently circumvent the Human Resources Department. Commissioner Frederick asked Commissioner Marsilio if she asked Director Tillis to factor the salaries for these positions? Commissioner Marsilio responded no and added that the salaries are based on the exhaustive discussions the Board of Commissioners had regarding this reorganization

and salaries associated. Commissioner Frederick agreed that the Board of Commissioners has discussed the reorganization and her primary reluctance is the salaries and somewhat the process in that the jobs were not open to others, although she appreciates the expertise of the people who are being considered. She would like the Human Resources Department Director to review the documents.

Commissioner Marsilio responded that the Human Resources Department is overwhelmed. As an elected County Commissioner she has given her best opinion and judgment as to how to improve the work flow on this floor, which Human Resources Department will not understand. As an employment attorney by trade who has given advice and direction to this same Human Resources Department, there is a point where another review seems silly. Commissioner Marsilio added that she has no objection to having Human Resources Department input but today she wants consensus from the three Commissioners before asking for additional input.

Commissioner Frederick agreed to look at the information today and let the Board of Commissioners know of any changes or suggestions by email, since she is on vacation next week. Commissioner Marsilio asked if the Board of Commissioners should hold the discussion until she returns. She added that she understands that Commissioner Frederick was not in favor of all of the pieces of the reorganization but would assume that Commissioner Frederick would want to support the Board's staff. Commissioner Smeiles added that the organizational chart is a little different than he remembered discussing but he will also look at the documents.

RESOLUTIONS

1. Approve bills as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./11-1119
2. Approve the wire transfers as presented by the County Auditor./11-1120
3. Approve the Journal Vouchers, as presented by the County Auditor./11-1121
4. Approve the Then & Now Certification, as presented by the County Auditor./11-NONE
5. Wire Transfer to Ohio Water Development Authority Services approved and certified to the Portage County Auditor for payment (Department of Budget & Financial Management)./11-1123
6. Appointment to the Portage County Board of Building Appeals - Craig James, Frank Horack and Richard Porter (Executive Assistant)./11-1124
7. Acceptance of donation to the Office of the Portage County Dog Warden - from Concerned Citizen Committee of Deerfield \$298.01./11-1125
8. Authorize the Portage County Board of Commissioners to execute the preliminary engineering agreement with the CSX Transportation Inc. for the project known as the West Main Street

(KEN 2121 Main) bridge replacement project over CSX Railroad, Kent City, Portage County (County Engineer)/11-1126

9. Declare obsolete and dispose of Portage County personal property (Po Co Bd DD) (Tag #372)/11-1127
10. Declare obsolete and dispose of Portage County personal property (Po Co Bd DD) (misc list)/11-1128
11. General Fund Appropriation/11-1129
12. Non General Fund Appropriation/11-1130

INVITATIONS

1. Invitation from the Aurora Chamber of Commerce for The State of the City luncheon on Wednesday, January 18, 2012, 11:30 AM-1:00 PM, at Doogan's of Aurora.
2. Invitation from the Portage County Association of Realtors for the 26th Annual Inaugural and Awards Ceremony on Friday, January 20, 2012 at The Rusty Nail Banquet Hall, 6:00 PM.

INCOMING CORRESPONDENCE

1. Discussion: Term Sheet for Robinson Memorial Hospital/Hold for Attorney Sharb's response.
2. Discussion: proposed land exchange agreement with the City of Kent/Hold to discuss with Attorney Denise Smith.
3. Undated correspondence (received December 21, 2011) from the US Department of Commerce US Census Bureau, regarding the 2011 Government Units Survey/Clerk to investigate.
4. December 7, 2011 correspondence from David Brooks, County Commissioners Association of Ohio, regarding assignment of defense counsel/Information only.
5. December 21, 2011 e-mail from Director Jon Barber, Office of Homeland Security and Emergency Management, regarding rate increase for wireless charges from AT&T/Information only. The Board of Commissioners agreed that the Director should update the PSAPs about this fee increase.
6. December 21, 2011 e-mail from Director Jon Barber, Office of Homeland Security and Emergency Management, regarding 9-1-1 wireless monies collected/Information only.

REFERRED

1. December 13, 2011 correspondence from Michael Hiler, Ohio Department of Development, reminding Portage County of the grant completion date on or about February 1, 2012 for Grant No. B-N-10-1CJ-1. cc: Regional Planning Commission.
2. November 30, 2011 correspondence from John Mayfield Jr., US Department of Transportation to John Trew, Portage County Regional Airport Authority, regarding Grant payment process improvement initiative. Referred to Department of Budget & Financial Management.
3. December 15, 2011 correspondence from Leland Dillworth, Hammontree & Associates, Limited, regarding property owner notification letters for POR-Summit Road and Powdermill Road Intersection. Referred to County Engineer.
4. The Board of Commissioners received the Portage County RLF Balance Sheet dated October 31, 2011 as presented by the Neighborhood Development Services. Referred to Department of Budget & Financial Management.

INFORMATION ONLY

1. December 16, 2011 correspondence from Dr. Peter Ferguson, NEFCO, requesting attendance at the NEFCO General Policy Board meetings on the third Wednesday of the month at 8:30 AM at Summa Health Center, Green. (Added to Commission Smeiles' calendar).

JOURNAL ENTRY

1. The Board of Commissioners acknowledged the receipt of the County Wide Cost Allocation Plan Actual 2010 for use in 2012, as presented by Maximus Consulting Services, Inc.
2. The Board of Commissioners acknowledged the receipt of the draw down request to the US Department of Justice for the OVW Enforcement of Protection Orders Grant 2007-WE-AX-0048 to reimburse expenses for the time period November 5, 2011 through December 15, 2011 for \$24,868.45, as presented by the Department of Budget & Financial Management.
3. The Board of Commissioners acknowledged the receipt of the Kennel Disposition Report and Intake Report for December 12 through 18, 2011 as presented by Dog Warden Dave McIntyre.
4. The Board of Commissioners authorized payment of Invoice No. 3002 dated December 1, 2011 for IQM2 monthly maintenance fees for December 2011 in the amount of \$648.00.
5. The Board of Commissioners acknowledged the receipt of the December 20, 2011 Amended Certificate of Estimated Resources for the year beginning January 1, 2011, as submitted by the Portage County Budget Commission.

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

RESOLUTION NO. 11-1119 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

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

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Department of Budget and Financial Management or other designee on December 22, 2011 in the total payment amount of **\$1,042,891.85 for Funds 0001-7001** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

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

Roll call vote as follows:

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

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RESOLUTION NO. 11-1120 - RE: WIRE TRANSFER APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

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

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Department of Budget and Financial Management or other designee on December 22, 2011 in the total payment amount as follows:

1. \$146,413.21 for Medical Mutual Claims-Fund 7101; and
2. \$ 4,972.16 to Take Care by WageWorks, Inc. claims; and
3. \$ 650.00 to Take Care by Wage Works Admin. Fees; and

as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

RESOLVED,

that the Board of Commissioners authorizes the wire transfer for the charges relating to health benefits, as presented by the Portage County Auditor's Office:

Wire Transfer on Friday, December 23, 2011	\$146,413.21
Wire Transfer on Friday, December 23, 2011	\$ 4,972.16
Wire Transfer on Friday, December 23, 2011	\$ 650.00

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 meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

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

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**RESOLUTION NO. 11-1121 - RE: APPROVAL OF JOURNAL
VOUCHERS/ENTRIES.**

It was moved by Christopher Smeiles, seconded by Tommie Jo Marsilio 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:

12/21/11	2503	\$ 12,960.39
12/21/11	2504	1,761.30
12/21/11	2506	5,016.14
12/21/11	2583	82,974.50
12/21/11	2601	7,681.58
12/21/11	2609	28,370.36
12/21/11	2662	258,780.73
12/21/11	2666	331.69
12/21/11	2713	197.86
Total		\$ 398,074.55

and be it further

RESOLVED,

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

Roll call vote as follows:

Maureen T. Frederick, Yea;

Tommie Jo Marsilio, Yea;

Christopher Smeiles, Yea;

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RESOLUTION NO. 11-1122 - **RE: THIS RESOLUTION WAS INADVERTENTLY OMITTED. THIS IS FOR NUMBERING PURPOSES ONLY.**

RESOLUTION NO. 11-1123 - **RE: WIRE TRANSFER TO OHIO WATER DEVELOPMENT AUTHORITY SERVICES APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.**

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

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Department of Budget and Financial Management or other designee on December 22, 2011 in the total payment amount of **\$ 485,277.22 for Ohio Water Development Authority** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

RESOLVED, that the Board of Commissioners authorizes the wire transfer for the charges relating to interest and principal totaling \$ 485,277.22 as presented by the Portage County Auditor's Office:

Wire Transfer on Friday, December 23, 2011 \$485,277.22

and be it further

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

Roll call vote as follows:

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

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RESOLUTION NO. 11-1124 - **RE: APPOINTMENT TO THE PORTAGE COUNTY BOARD OF BUILDING APPEALS**

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

WHEREAS, The Portage County Board of Building Appeals is organized for the purposes of hearing variances from the Residential Code of Ohio, the

Deerfield, Ohio 44411

Now, therefore, be it

RESOLVED, The Board of Portage County Commissioners does hereby accept the donation on behalf of the Office of the Portage County Dog Warden; and be it further

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

Voice vote as follows:

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

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RESOLUTION NO. 11-1126 - RE: A RESOLUTION TO AUTHORIZE THE PORTAGE COUNTY BOARD OF COMMISSIONERS TO EXECUTE THE PRELIMINARY ENGINEERING AGREEMENT WITH THE CSX TRANSPORTATION, INC. FOR THE PROJECT KNOWN AS THE WEST MAIN STREET (KEN 221 MAIN) BRIDGE REPLACEMENT PROJECT, OVER CSX RAILROAD IN THE CITY OF KENT, PORTAGE COUNTY.

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

WHEREAS, The Portage County Engineer is developing a set of preliminary plans, specifications, and environmental documents for the project known as the **West Main Street (KEN 221 MAIN) Bridge Replacement, over CSX Railroad** in the City of Kent, Portage County , and

WHEREAS, the Portage County Engineer has requested CSX Transportation to review and approve preliminary engineering drawings for the project, and

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

Voice vote as follows:

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

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RESOLUTION NO. 11-1128 - RE: DECLARE OBSOLETE AND DISPOSE OF PORTAGE COUNTY PERSONAL PROPERTY.

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

WHEREAS, the Portage County personal property titled to the Portage County Board of Developmental Disabilities, which is not needed for public use, or is obsolete or unfit for the use for which it was acquired, declared as such and is ready for disposal; and

WHEREAS, the estimated fair market value of this personal property is valued below \$2,500.00; now therefore be it

RESOLVED, that, in accordance with the Ohio Revised Code Section 307.12, the Board of County Commissioners authorizes the request to dispose of the inventory listed in Exhibit A of this Resolution; and be it further

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

Voice vote as follows:

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

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EXHIBIT A

EXHIBIT A County Tag #	DD Tag #	Description
006795	000073	Radio

006782	000074	Radio
	000077	Radio
	000078	Radio
	000088	Radio
006798	000091	Radio
	000098	Radio
	000102	Radio
	000113	Radio
	000118	Radio
	000121	Radio
	000126	Radio
	000128	Radio
	000137	Radio
	000154	Radio
	000159	Radio
	000164	Radio
	000166	Radio
	000167	Radio
	000194	Radio
	000199	Radio
	000204	Radio
	000209	Radio
	000214	Radio
	000219	Radio
	000225	Radio
006794	000288	Radio
	000297	Radio
006808	000328	Radio
	000336	Radio
	000431	Radio
	000432	Radio
	000434	Radio
	000435	Radio
	000436	Radio
	000460	Radio
	000462	Radio
	000465	Radio
	000496	Radio
	000497	Radio
006777	000498	Radio
	000499	Radio
	000500	Radio

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	000546	Radio
	000547	Radio
	000548	Radio
	000549	Radio
	000550	Radio
	000555	Radio
	000556	Radio
006775	000557	Radio
006793	000558	Radio
006792	000559	Radio
	000560	Radio
006800	000562	Radio
006773	000565	Radio
006775	000566	Radio
006778	000567	Radio
006776	000568	Radio
006777	000569	Radio

	001988	Radio
	001989	Radio
	007001	Radio
	007023	Radio
	007024	Radio
	007025	Radio
	007026	Radio
	007027	Radio
	007028	Radio
	007316	Radio
	010011	Radio
	010012	Radio

RESOLUTION NO. 11-1129

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

It was moved by Christopher Smeiles, seconded by Tommie Jo Marsilio 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>
Fund: 0001 General Fund		
010 Commissioners Other		
00107 Commissioner Other OE	0	15,529
MEMO TOTAL	<u><u>\$ -</u></u>	<u><u>\$ 15,529</u></u>

Note: Addtl. Approp for OT reimb. YE Adjustments

017 Microfilm		
00173 Microfilm Fringes	135	-
00174 Microfilm CS	932	-
MEMO TOTAL	<u><u>\$ 1,067</u></u>	<u><u>\$ -</u></u>

Note: YE Adjustments

018 Human Resources		
00183 Human Resources Fringes	216	-
00184 Human Resources CS	0	216
MEMO TOTAL	<u><u>\$ 216</u></u>	<u><u>\$ 216</u></u>

Note: Adjust to Actual

020 Building Regulation Inspection		
00203 Building Regulation In Fringes	4,189	-
0020D Building Regulation Full Time	3,684	-
0020E Building Regulation Part Time	0	7,873
MEMO TOTAL	<u><u>\$ 7,873</u></u>	<u><u>\$ 7,873</u></u>

Note: Adjust to Actual

		<i>Increase</i>	<i>Decrease</i>
200 Treasurer			
02003	Treasurer Fringes	0	217
02004	Treasurer CS	0	273
02005	Treasurer MS	273	-
0200D	Treasurer Full Time	217	-
	MEMO TOTAL	\$ 490	\$ 490

Note: Adjust to Actual

300 Prosecutor			
03003	Prosecutor General Fringes	360	-
0300D	Prosecutor General Full Time	0	3,792
0300E	Prosecutor General Part Time	1,313	-
0300K	Prosecutor General Secret	2,119	-
	MEMO TOTAL	\$ 3,792	\$ 3,792

Note: Adjust to Actual

520 Municipal Court			
05203	Municipal Court Fringes	1,682	-
05204	Municipal Court CS	3,434	-
05205	Municipal Court MS	0	3,434
	MEMO TOTAL	\$ 5,116	\$ 3,434

Note: Adjust to Actual YE Adjustments

530 Common Pleas Court			
05303	Common Pleas Fringes	2,008	-
05304	Common Pleas Court CS	0	2,008
	MEMO TOTAL	\$ 2,008	\$ 2,008

Note: Adjust to Actual

		<i>Increase</i>	<i>Decrease</i>
560 Probate Court			
05603	Probate Court Fringes	352	-
05604	Probate Court CS	0	352
	MEMO TOTAL	\$ 352	\$ 352

Note: Adjust to Actual

570 Juvenile Court			
05703	Juvenile Court Fringes	5,046	-
0570D	Juvenile Court Full Time	0	5,046
	MEMO TOTAL	\$ 5,046	\$ 5,046

Note: Adjust to Actual

580 Juvenile Probation			
05803	Juvenile Probation Fringes	186	-
05804	Juvenile Probation CS	0	2,681
05805	Juvenile Probation MS	0	15
0580D	Juvenile Probation Full Time	2,510	-
	MEMO TOTAL	\$ 2,696	\$ 2,696

Note: Adjust to Actual

590 Adult Probation			
05903	Adult Probation Fringes	3,670	-
05905	Adult Probation MS	0	5,859
0590D	Adult Probation Full Time	2,189	-
	MEMO TOTAL	\$ 5,859	\$ 5,859

Note: Adjust to Actual

600 Coroner			
06003	Coroner Fringes	0	2
0600D	Coroner Full Time	1	-
0600E	Coroner Part Time	1	-
	MEMO TOTAL	\$ 2	\$ 2

Note: Adjust to Actual

		<i>Increase</i>	<i>Decrease</i>
700 Sheriff's Department			
07003	Sheriff-General Fringes	706	-
07004	Sheriff-General Admin CS	0	11,179
07005	Sheriff-General Admin MS	2,352	7,206
0700E	Sheriff-General Part Time	3,012	-
07103	Sheriff-Corrections Fringes	6,995	221
07104	Sheriff-Corrections CS	4,510	2,255
07105	Sheriff-Corrections MS	15	4,677
07106	Sheriff-Corrections CO	0	160
0710D	Sheriff-Corrections Full Time	5,839	-
0710E	Sheriff-Corrections Part Time	4,226	-
0710M	Sheriff-Corrections Overtime	43	-
07203	Sheriff-Detectives Fringes	2,493	-
0720M	Sheriff-Detectives Overtime	7,752	2,493
0730M	Sheriff-Road Deputies Overtime	2,928	-
07605	Sheriff - Children Svcs MS	0	2,000
	MEMO TOTAL	\$ 40,871	\$ 30,191

Note: YE Adjustment Addtl. approp for OT reimb.

800 Engineer's Department			
08303	Engineer-Tax Map Fringes	2,115	-
08305	Engineer-Tax Map MS	0	2,115
	MEMO TOTAL	\$ 2,115	\$ 2,115

Note: Adjust to Actual

915 Data Processing Board			
09153	Data Processing Bd Fringes	1,482	10
09154	Data Processing Bd CS	668	12,941
09155	Data Processing Bd MS	3,977	-
0915D	Data Processing Bd Full Time	8,816	-
0915M	Data Processing Bd Overtime	310	202
	MEMO TOTAL	\$ 15,253	\$ 13,153

Note: YE Adjustments

		<i>Increase</i>	<i>Decrease</i>
		<hr/>	<hr/>
920 Public Defender Commission			
09203	Public Defender Fringes	0	427
0920D	Public Defender Full Time	427	-
MEMO TOTAL		<hr/> \$ 427 <hr/>	<hr/> \$ 427 <hr/>

Note: Adjust to Actual

TOTAL MEMO BALANCE ALL AMENDMENTS	<hr/> \$ 93,183 <hr/>	<hr/> \$ 93,183 <hr/>
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; and be it further

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

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

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

Roll call as Follows:

Maureen T. Frederick, Yea;

Tommie Jo Marsilio, Yea;

Christopher Smeiles, Yea;

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RESOLUTION NO. 11-1130

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

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

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

	<i>Increase</i>	<i>Decrease</i>
Fund: 1003 Real Estate Assessment		
100 Auditor		
1003D Real Estate Assessme Full Time	402	-
1003E Real Estate Assessme Part Time	-	402
MEMO TOTAL	\$ 402	\$ 402

Note:

Fund: 1008 Computerization Clerk Comm Pls		
500 Clerk of Courts		
1008D Comp-Clerk/Com Pls Full Time	472	-
1008M Comp-Clerk/Com Pls Overtime	-	472
MEMO TOTAL	\$ 472	\$ 472

Note: Adjust to Actual

Fund: 1010 Computerization Clerk Muni Ct		
500 Clerk of Courts		
1010D Comp-Clerk of Courts Full Time	3,256	-
1010M Comp-Clerk of Courts Overtime	-	3,256
MEMO TOTAL	\$ 3,256	\$ 3,256

Note: Adjust to Actual

		<i>Increase</i>	<i>Decrease</i>
Fund: 1102	Marine Patrol Grant		
	700 Sheriff's Department		
11023	Sheriff-Marine Patrol Fringes	24	4
11024	Sheriff-Marine Patrol CS	-	586
11025	Sheriff-Marine Patrol MS	442	1
1102D	Sherif-Marine Patrol Full Time	125	-
	MEMO TOTAL	\$ 591	\$ 591

Note: Additional compensation

Fund: 1121	Probation Services		
	590 Adult Probation		
11213	Adult Probation Servi Fringes	42	1,158
1121D	Adult Probation Serv Full Time	538	-
1121E	Adult Probation Serv Part Time	578	-
	MEMO TOTAL	\$ 1,158	\$ 1,158

Note: Adjust to Actual

Fund: 1123	Community Integration Soc CISP		
	590 Adult Probation		
1123D	Comm Integr Soc CISP Full Time	1,588	-
1123E	Comm Integr Soc CISP Part Time	-	1,588
	MEMO TOTAL	\$ 1,588	\$ 1,588

Note: Adjust to Actual

Fund: 1166	EMPG Homeland Security Grant		
	930 Emergency Management Agency		
11663	EMPG Homeland Security Fringes	-	1,425
11664	EMPG Homeland Security CS	-	1,620
11665	EMPG Homeland Security MS	-	5,066
1166D	EMPG Homeland Sec Full Time	8,964	-
	MEMO TOTAL	\$ 8,964	\$ 8,111

Note: Adjust to Actual

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

Note: Adjust to Actual

Fund: 1410 Job And Family Services		
051 Job And Family Services		
14104 Job & Family Services CS	-	149,000
MEMO TOTAL	<u><u>\$ -</u></u>	<u><u>\$ 149,000</u></u>

Note: Projected need

Fund: 1412 JFS Help Me Grow Allocation		
051 Job And Family Services		
14123 JFS Help Me Grow Fringes	-	1
1412E JFS Help Me Grow Part Time	1	-
MEMO TOTAL	<u><u>\$ 1</u></u>	<u><u>\$ 1</u></u>

Note: Adjust to Actual

Fund: 1415 Child Welfare - Special Levy		
051 Job And Family Services		
14154 JFS Child Welfare Levy CS	-	538,840
MEMO TOTAL	<u><u>\$ -</u></u>	<u><u>\$ 538,840</u></u>

Note: Projected need

		<i>Increase</i>	<i>Decrease</i>
Fund: 1460	Enforcement Protection Orders		
	010 Commissioners Other		
14604	Enforcemt Protection CS	-	15,564
	MEMO TOTAL	<u>\$ -</u>	<u>\$ 15,564</u>

Note: Adj to Actual

	300 Prosecutor		
14603	Enforcemt Protection Fringes	-	227
1460D	Enforcemt Protection Full-Time	-	6
	MEMO TOTAL	<u>\$ -</u>	<u>\$ 233</u>

Note: Adj to Actual

	590 Adult Probation		
14603	Enforcemt Protection Fringes	3	10
1460D	Enforcemt Protection Full-Time	674	-
	MEMO TOTAL	<u>\$ 677</u>	<u>\$ 10</u>

Note: Adj to Actual

Fund: 5100	Nursing Home General Administr		
	054 Nursing Home		
51004	Nursing Home General CS	1,116	-
51005	Nursing Home General MS	-	26,875
51009	Nursing Home General ME	-	25,000
5100D	Nursing Home Gen Full Time	25,884	-
5100E	Nursing Home Gen Part Time	5,336	-
5100M	Nursing Home Gen Overtime	19,539	-
	MEMO TOTAL	<u>\$ 51,875</u>	<u>\$ 51,875</u>

Note: Adjust to Actual

Fund: 5507	PCW Cleveland to Aurora		
	060 Water Resources		
55076	PCW Cleveland to Aurora CO	38,056	-
	MEMO TOTAL	<u>\$ 38,056</u>	<u>\$ -</u>

Note: End of year adjustment

		<i>Increase</i>	<i>Decrease</i>
Fund: 7000	Central Services (Purchasing)		
	012 Central Purchasing Services		
70003	Central Services Purch Fringes	233	3,404
7000D	Central Services Pur Full Time	3,602	-
7000E	Central Services Pur Part Time	-	431
	MEMO TOTAL	<u><u>\$ 3,835</u></u>	<u><u>\$ 3,835</u></u>

Note: Adjust to Actual

Fund: 7002	Central Vehicle Maintenance		
	014 Motor Pool		
70023	Motor Pool Fringes	-	572
7002E	Motor Pool Part Time	572	-
	MEMO TOTAL	<u><u>\$ 572</u></u>	<u><u>\$ 572</u></u>

Note: Adjust to Actual

TOTAL MEMO BALANCE FOR ALL FUNDS	<u><u>\$ 118,447</u></u>	<u><u>\$ 775,508</u></u>
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Increase *Decrease*

; 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. 11-1131 - RE: SET PROPOSAL DATE FOR TRANSPORTATION SERVICES FOR THE DEPARTMENT OF JOB & FAMILY SERVICES.

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

RESOLVED, that the proposal specifications for the transportation for the Department of Job & Family Services hereby are approved; and be it further

RESOLVED, that sealed proposals, therefore, will be accepted by the Director of the Portage County Office of Internal Services, 7th floor – room 701, Portage County Administration Building, 449 South Meridian St., Ravenna, Ohio until 3:00 p.m., E.S.T. on February 1, 2012; and be it further

RESOLVED, that the notice of receiving proposals shall be published in the Record Courier on December 30, 2011, a copy thereof be posted on the bulletin board of the Board forthwith and posted on the County website; and be it further

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

Voice vote as follows:

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

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RESOLUTION NO. 11-1132 - RE: ACCEPT AND AWARD THE BIDS FOR THE PURCHASE OF VARIOUS CHEMICALS FOR THE WATER RESOURCES DEPARTMENT.

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

WHEREAS, specifications were requested and sent to thirty-six (36) potential bidders, and

WHEREAS, ten (10) sealed bids for the purchase of various chemicals for the Water Resources Department, were received, tabulated and recorded on November 16, 2011; and

WHEREAS, upon review of the bids received, it is the recommendation of the Director of Internal Services and the Water & Monitoring Manager of the Department of Water Resources that the bids for chemicals be awarded to the lowest bidder for each chemical; now therefore be it

RESOLVED,

that the Board of County Commissioners does, hereby, award the bids for the various chemicals as follows:

- A. Sal Chemical, 3036 Birch Drive, Weirton WV 26062
 - 1) Hydrofluosilicic Acid \$ 37.70/cwt
 - 2) Citric Acid 50% concentration \$ 78.80/cwt
 - 3) Potassium Permanganate \$292.00/cwt
 - 4) Sodium Hydroxide 50% -(Optional) O & M \$ 34.00/cwt
 - 5) Ortho Phosphate (Brimfield 20 drums/Shalesvl 20 drums)\$ 61.40/cwt
- B. JCI Jones, PO Box 349, 2500 Vanderhoof Road, Barberton OH 44203
 - 1) Chlorine 90, 150 lb. Cylinders \$ 45.00/cwt
 - 2) Chlorine, 4 - 1 ton cylinders \$ 25.00/cwt
 - 3) Sodium Hypochlorite – Streetsboro 12.5% \$ 7.17/cwt
 - 4) Sodium Hypochlorite – Shalersville 12.5% \$ 8.79/cwt
 - 5) Sodium bisulfate 38% - Streetsboro bulk \$ 13.81/cwt
- C. Morton, 123 North Wacker Dr., Chicago IL 60606
 - 1) Southern Rock Salt \$106.19/ton
- D. Bonded Chemicals, Inc., 2645 Charter St., Columbus OH 43228-4605
 - 1) Sodium Hypochlorite – Brim & Rand 12% \$ 12.45/cwt
 - 2) Sodium Bisulfite 38% - Shalersvl bulk \$ 19.90/cwt
 - 3) Calcium Hypochlorite Powder \$152.00/cwt
 - 4) Sodium Hydroxide 25% \$ 16.00/cwt
- E. Kemira Water, 3218 Clinton Pkwy Ct. Suite 1, Lawrence KS 66047
 - 1) Ferric Chloride – Streetsboro/FH \$ 22.30/cwt
 - 2) Ferric Chloride – Bbrook & Red Fox \$ 22.30/cwt
 - 3) Tank Cleaning – Bolingbrook \$1812.50/lump sum
 - 4) Tank Cleaning – Red Fox \$1812.50/lump sum
- F. Applied Specialties, 33555 Pin Oak Parkway, Avon Lake OH 44012
 - 1) Polymer CIBA-Zetag 7879FS40 \$240.10/cwt

ADJOURN

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting on December 22, 2011. There being no further business to come before the Board, it was moved by Commissioner Smeiles and seconded by Commissioner Marsilio to adjourn the official meeting at 10:25 AM.

Maureen T. Frederick, President

Tommie Jo Marsilio, Vice-President

Christopher Smeiles, Board Member

Deborah Mazanec, Clerk