

Tuesday, November 20, 2007

The Board of County Commissioners met in regular session on **Tuesday, November 20, 2007 at 8:15 AM** with the following members present:

Maureen T. Frederick

Christopher Smeiles

Charles W. Keiper II

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It was moved by Christopher Smeiles, seconded by Maureen T. Frederick to approve the meeting minutes of the November 15, 2007 meeting. All in favor, motion carries

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

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ADULT PROBATION

Present: Robert Fankhauser, Judges Pittman and Enlow, Audrey Tillis, Jackie Petty

2008 Budget discussion

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OFFICE OF HOMELAND SECURITY & EMERGENCY MANAGEMENT

Present: Jon Barber, Audrey Tillis

2008 Budget discussion

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PROSECUTOR

Present: Denise Smith

Prosecutor's Correspondence

1. November 13, 2007 confidential correspondence from Tommie Jo Marsilio, regarding Executive Order 2007-01S/Information only.
2. November 15, 2007 e-mail from Denise Smith regarding Ronald Dean Nicholas – Notice of Contributory Infringement/Information only. The Board of Commissioners agreed to forward any other notices from Mr. Nicholas to Ms. Smith.

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10:00 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Charles W. Keiper II**, seconded by **Christopher Smeiles** that the Board of Commissioners move into executive session to consider an employee separation. **Also present: Human Resources Department Director Lynn Leslie.** Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

10:10 AM Upon conclusion of the above referenced discussion, it was moved by **Charles W. Keiper II** seconded by **Christopher Smeiles** that the Board of Commissioners moves out of executive session. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

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

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DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT

Present: Audrey Tillis

Resolutions

1. General Fund Amendments to the Annual Appropriation Resolution:/07-1140
 - a. Commissioners Other – Transfer for Cash Advance
 - b. Building Regulation Inspection – Transfer for Vehicle Maintenance
 - c. Prosecutor – Transfer for Correction
 - d. Clerk of Courts – Transfers for Personal Services
 - e. Adult Probation – Transfers for Personal Services and Materials & Supplies
 - f. Sheriff – Transfers for Personal Services
2. Other Funds Amendments to the Annual Appropriation Resolution:/07-1141
 - a. Fund 1001, Certificate of Title Administration – Internal Transfer
 - b. Fund 1008, Computerization Clerk Common Pleas – Internal Transfer
 - c. Fund 1310, Mental Health & Recovery Board – Supplemental Appropriation
 - d. Fund 1362, CH Title XIX Medicaid – Internal Transfers
 - e. Fund 1364, Child Health Grant – Internal Transfers
3. Other Resolutions
 - a. Cash Advance – Fund 0001, General Fund to Fund 4008, Wireless 911 Upgrades/07-1142
 - b. Cash Advance Repayment – Fund 1110, Assessment Officer to Fund 0001, General Fund/07-1143
 - c. Transfer – Fund 4401, SA PCW Patricia Water Line to Fund 3142, SA PCW Bonds 2007/07-1144

Other

- 4. Journal entry approval:
 - a. Clerk of Courts Separation/Journal Entry

Updates

- 5. Pending/Upcoming Budget Adjustments
 - a. Updated 2007 General Fund Contingency Tracker

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TREASURER

Present: Steve Shanafelt, Audrey Tillis, Jackie Petty

2008 Budget discussion

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11:30 AM Lunch Recess

1:10 PM Board of Commissioners reconvened

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PROSECUTOR

Present: Vic Viglucci, Audrey Tillis, Jackie Petty

2008 Budget Discussion

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RESOLUTION No. 07-1132 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Charles W. Keiper II, seconded by Christopher Smeiles that the following resolution be adopted:

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Internal Auditor or other designee on November 20, 2007 in the total payment amount of **\$ 480,919.18 for Funds 0001-8391** 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; Christopher Smeiles, Yea; Charles W. Keiper II Yea;

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RESOLUTION No. 07-1133 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

It was moved by Charles W. Keiper II, 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:

11/20/07	950	\$ 1,388.89
11/20/07	952	4,869.00
11/20/07	943	118,039.86
Total		\$ 124,297.75

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; Christopher Smeiles, Yea; Charles W. Keiper II, Yea;

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RESOLUTION No. 07-1134 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.

It was moved by Charles W. Keiper II, 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 **\$3,236.35** as set forth in Exhibit "A" dated **November 20, 2007** 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; Christopher Smeiles, Yea; Charles W. Keiper II, Yea;

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RESOLUTION No. 07-1135 - RE: APPROVING A REQUEST FOR INSTALLMENT PAYMENTS OF CONNECTION CHARGES FOR CONNECTION TO THE WATER SYSTEM IN THE PORTAGE COUNTY REGIONAL SEWER DISTRICT AND ESTABLISHING THE TERMS AND CONDITIONS OF THE SAME.

It was moved by Charles W. Keiper II, and seconded by Christopher Smeiles that the following resolution be adopted:

WHEREAS, this Board by **Resolution No. 03-0126**, adopted February 18, 2003, has established connection charges for connection to the Portage County Water System providing water service to the City of Streetsboro and has provided therein that the applicant in order to purchase a permit for such connection may submit a written request to the Board requesting that such connection charges be paid in installments; and

WHEREAS, the following named applicant, being the owner of the property hereafter described, has requested in writing the option of paying the connection charges, applicable to the following described property in installment;

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

Applicant: Lawrence C. Baginski and Linda S. Baginski

Service Address: 10042 Hazelton Road
Streetsboro, Ohio 44241

Parcel Number: 35-014-00-00-052-002

Property Description: Unit B of the Delco Homes Condominiums No. 10 as situated in the City of Streetsboro, Original Township Lot 14, County of Portage, and State of Ohio.

Property being fully described in Volume 78 page 975 of the Portage County Official Records of Deeds.

WHEREAS,

this Board, on the basis of all relevant facts and circumstances, hereby determines that the granting of such request would be equitable pursuant to the following terms and conditions that are determined to be fair and appropriate now therefore be it

RESOLVED,

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

Section 1. That determinations set forth in the second preamble of this resolution are hereby incorporated herein.

Section 2. That request of the above named applicant for the installment payment of the connection charges established pursuant to Resolution No. **03-0126**, adopted February 18, 2003, with respect to the property described in the preamble to this resolution is hereby approved subject to the following terms and conditions.

- A. The total amount of such connection charges is \$1,000.00.
- B. The connection charges shall be payable in 20 quarterly installments beginning with the first water billing after connection to the county water main, unless pursuant to Paragraph H of this section, if the applicant is delinquent twice in any calendar year on paying quarterly installments and carrying charge thereon, at which time the total unpaid balance of such connection charges shall be deemed an additional installment then due and owing in that quarter.
- C. A carrying charge shall be paid equal to 8.9 percent per annum on the unpaid balance of the total connection charges due and owing computed from the date of the payment of the preceding quarterly installment.
- D. The quarterly installment and the carrying charges thereon shall be included as a separate item on the quarterly bill for water service.
- E. In the event any installment or the carrying charge thereon are not paid within 15 days after the quarterly billing date, a penalty of 10 percent of the amount then due and owing shall be paid.
- F. The applicant, prior to the issuance of the permit, may be required by the Board of County Commissioners to give security, which may include the requirement of a surety Bond sufficient to assure the payment of all such installments.
- G. The applicant or his successor, in title to the property identified in the preamble (hereinafter referred to as "his successor"), at his option may, at any time, make payment of the unpaid balance of the connection charges and carrying charge provided for herein, provided that if such prepayment option is elected, the carrying charge provided for herein shall be computed and paid only to the date of payment of the unpaid balance.

H. In the event the applicant or his successor is delinquent twice in any calendar year on paying quarterly installments and carrying charge thereon, the Board may by notice in writing to the applicant or his successor, declare the unpaid balance of the connection charge to be due and payable immediately as an additional installment then due and owing in that quarter and upon such declaration such installment shall become due and payable, provided that the applicant or his successor, may cure such default and acceleration of the additional installment by paying, within 15 days of such carrying charges thereon together with the penalty applicable thereto. Such written notice shall be given to the applicant or his successor, by registered or certified mail, postage prepaid at the address set forth in the following approval of terms and conditions. It shall be the obligation of the applicant or his successor to notify the County Sanitary Engineer of any difference of address to which such notice shall be sent. In the event such default is not cured by such payment within the specified period, the installments which are delinquent, together with any unpaid carrying charges and penalty and the balance of the connection charges, all of which are due and payable by reason of such declaration, shall be certified by this Board to the County Auditor who shall place the same upon the real property tax list and duplicate against the property served by such connection and such charge shall be a lien on such property from the date the same are placed on the real property tax list and duplicate by the Auditor and shall be collected in the same manner as other taxes.

Section 3. The Sanitary Engineer, acting on behalf of the Board, is hereby authorized and directed to certify to the County Auditor such information as will identify the parcel of property to be served by the connection to be paid in installments pursuant to this resolution, the total amount of the connection charges to be paid in installments, the amount of each installment and the total number of installments to be paid. The County Auditor shall record such information in the sewer improvement record provided for in Section 6117.33, Revised Code, for the Sewer District and maintain such record until the connection charges are paid in full.

Section 4. The County Sanitary Engineer shall present a certified copy of this resolution to the applicant referred to herein. The applicant shall execute thereon an endorsement that the terms and conditions set forth in the resolution are satisfactory to the applicant and that the resolution and the terms and conditions thereof, constitute an agreement between the applicant and the County. Upon the execution by the applicant of the approval of such terms and conditions, the applicant can execute an affidavit pursuant to Section 5301.252, Revised Code, for recording pursuant to Section 317.08, Revised Code, with respect to the right of Portage County to acquire a lien against the above described property in the event of the failure of the applicant or his successor, to pay when due as provided herein. Such affidavit shall, among other things, identify the property to which such lien may attach and shall have attached to it a true and correct copy of this resolution, including the approval of the terms and conditions by the applicant and such County. Upon the receipt of the resolution with such endorsement executed by the applicant and the execution of such affidavit, the County Sanitary Engineer is authorized to issue to the applicant the permit provided for in Section 2 of Resolution No. **03-0126**.

Section 5. That the Clerk of this Board is hereby directed to file a certified copy of this resolution with the Auditor of this County for recording pursuant to Section 319.61, Ohio Revised Code. In the event the Board declares the unpaid balance to be due and payable pursuant to Subsection H of Section 2 and the default is not cured, a certified copy of the resolution providing for the acceleration of the unpaid balance shall so be certified to the

County Auditor for recording pursuant to such section.

Section 6. That the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a 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; Christopher Smeiles, Yea; Charles W. Keiper, Yea;

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RESOLUTION No. 07-1136 - RE: AGREEMENT FOR SANITARY SEWER IMPROVEMENTS FOR THE HONEYCHUCK SEWER EXTENSION SANITARY SEWER PROJECT, PORTAGE COUNTY WATER RESOURCES DEPARTMENT PROJECT NO. BR-2 07-220.

It was moved by Charles W. Keiper II, seconded by Christopher Smeiles that the following resolution be adopted:

WHEREAS, Honeychuck Farms Family Partnership, (OWNER) has constructed an 8 inch sanitary sewer main and all necessary appurtenances (SANITARY SEWER) for the Honeychuck Sewer Extension Sanitary Sewer Project, (Portage County Water Resources Project Number BR-2 07-220). This project provides sanitary sewer service to part of a 10.00 acre parcel of land and a 1.655 acre parcel of land located in Brimfield Township Lot 12, Portage County, Ohio; and

WHEREAS, the OWNER has acknowledged that all labor and material for the construction of the SANITARY SEWER have been paid in full; and

WHEREAS, the OWNER now wishes to convey the SANITARY SEWER 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 SANITARY SEWER that provides sanitary sewer service to part of a 10.00 acre parcel of land and a 1.655 acre parcel of land located in Brimfield Township Lot 12, 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 SANITARY SEWER 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.

Voice Vote as Follows:

Maureen T. Frederick, Yea; Christopher Smeiles, Yea; Charles W. Keiper, Yea;

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**RESOLUTION No. 07-1137 - RE: APPOINTMENT TO THE NORTHEAST OHIO
COMMUNITY ALTERNATIVE PROGRAM (NEOCAP)
FACILITY GOVERNING BOARD**

It was moved by Charles W. Keiper II, seconded by Christopher Smeiles that the following resolution be adopted:

WHEREAS, the Northeast Ohio Community Alternative Program (NEOCAP) was established by the Common Pleas Judges of Portage, Geauga, Lake, Ashtabula and Trumbull counties in 1997 and serves as the Community Based Corrections Facility (CBCF); and

WHEREAS, Ohio Revised Code Section 2301.51(E) provides that the CBCF be governed by a Facility Governing Board to which the judicial advisory board of the CBCF shall appoint two-thirds of the members and the boards of county commissioners of the member counties of the CBCF shall appoint the remaining one-third of the members; and

WHEREAS, it is within the discretion of and has been mutually determined by the CBCF's member counties that the Facility Governing Board should be comprised of nine members which requires that boards of county commissions of the member counties of the CBCF shall appoint three of the members; and

WHEREAS, Craig Berry was appointed to the Facility Governing Board for a term ending November 9, 2007 but has expressed a desire to continue to serve on this board; now therefore, be it

RESOLVED, that the Portage County Board of Commissioners, in agreement with all members of the CBCF, appoints the following to serve on the Facility Governing Board:

<u>Name</u>	<u>Representing</u>	<u>Term Expires</u>
Craig Berry	Lake County	11/9/2010; and be it further

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

Voice Vote as Follows:

Maureen T. Frederick, Yea; Christopher Smeiles, Yea; Charles W. Keiper, Yea;

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**RESOLUTION No. 07-1138 - RE: COUNTY HOLIDAY OBSERVATION SCHEDULE FOR
THE YEAR 2008**

It was moved by Charles W. Keiper II, seconded by Christopher Smeiles that the following Resolution be adopted:

RESOLVED, that the following holiday schedule be and hereby is adopted for the 2008 calendar year:

2008 COUNTY HOLIDAY SCHEDULE		
HOLIDAY	ACTUAL HOLIDAY	DATE OBSERVED
New Year's Day	Tuesday, January 1, 2008	Tuesday, January 1, 2008
Martin Luther King Day	Monday, January 21, 2008	Monday, January 21, 2008
President's Day	Monday, February 18, 2008	Monday, February 18, 2008
Memorial Day	Monday, May 26, 2008	Monday, May 26, 2008
Independence Day	Friday, July 4, 2008	Friday, July 4, 2008
Labor Day	Monday, September 1, 2008	Monday, September 1, 2008
Columbus Day	Monday, October 13, 2008	Monday, October 13, 2008
Veterans Day	Tuesday, November 11, 2008	Tuesday, November 11, 2008
Thanksgiving Day	Thursday & Friday - November 27 & 28, 2008	Thursday & Friday - November 27 & 28, 2008
Christmas	Thursday, December 25, 2008	Thursday, December 25, 2008

and be it further

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

Voice Vote as Follows:

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

Charles W. Keiper, Yea;

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RESOLUTION No. 07-1139

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RE:

APPROVING AMENDMENT TO THE COLLECTIVE BARGAINING AGREEMENT BETWEEN PORTAGE COUNTY JOB AND FAMILY SERVICES AND AFSCME OHIO COUNCIL 8, LOCAL 1696.

It was moved by Charles W. Keiper II, seconded by Christopher Smeiles that the following resolution be adopted:

WHEREAS, on February 6, 2007, by Resolution 07-0106, the Portage County Department of Job and Family Services and AFSCME Ohio Council 8, Local 1696 entered into a collective bargaining agreement effective October 23, 2006 through June 30, 2009; and

WHEREAS, the parties desire to amend the Original Contract to correct a clerical error related to Article III – Probationary Employees by adding the following sentence between the 2nd and 3rd sentences of Article III .01: “Immediately following the probationary period, the employee will not be eligible to bid on another position for 120 days.”; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into Amendment No. 1 between the Portage County Department of Job and Family Services and AFSCME Ohio Council 8, Local 1696; 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 §121.22 of the Ohio Revised Code.

Voice vote as follows:

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

Charles W. Keiper, Yea;

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RESOLUTION No. 07-1140

- RE: AMENDMENT TO THE GENERAL FUND 2007
ANNUAL APPROPRIATION RESOLUTION NO.
06-1116 ADOPTED DECEMBER 19, 2006

It was moved by Charles W. Keiper II, second by Christopher Smeiles that the following resolution be adopted:

RESOLVED, that it has become necessary to amend the General Fund 2007 Annual Appropriation in the amounts and for the purposes set forth in the enumeration shown below,

		<i>Increase</i>	<i>Decrease</i>
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Fund: 0001	General Fund		
	<i>010 Commissioners Other</i>		
00107	Commissioner Other OE	0	22,000
00108	Commissioner Other DE	0	45,000
00109	Commissioner Other ME	67,000	0
	<i>MEMO TOTAL</i>	<u><u>\$ 67,000</u></u>	<u><u>\$ 67,000</u></u>

Note: 911 Cash Advance

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	<i>020 Building Regulation Inspection</i>		
00204	Building Regulation Insp CS	4,000	0
00205	Building Regulation Insp MS	2,300	0
0020M	Building Regulation Overtime	0	6,300
	<i>MEMO TOTAL</i>	<u><u>\$ 6,300</u></u>	<u><u>\$ 6,300</u></u>

Note: Vehicle Maintenance

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	<i>300 Prosecutor</i>		
03004	Procecutor General Admin CS	940	3,900
03005	Prosecutor General Admin MS	3,900	0
0300D	Prosecutor General Full Time	0	940
	<i>MEMO TOTAL</i>	<u><u>\$ 4,840</u></u>	<u><u>\$ 4,840</u></u>

Note: Correct Prior Supplement

		<i>Increase</i>	<i>Decrease</i>
500 Clerk of Courts			
05003	Clerk Common Pleas Ct Fringes	1,350	1,383
05005	Clerk Common Pleas Ct MS	0	200
0500D	Clerk Common Pleas C Full Time	0	5,860
0500M	Clerk Common Pleas C Overtime	2,000	0
05023	Clerk-Civil/Criminal Fringes	11,674	11,381
05024	Clerk-Civil/Criminal CS	0	3,000
05025	Clerk-Civil/Criminal MS	3,200	0
0502D	Clerk-Civil/Criminal Full Time	12,000	14,110
0502E	Clerk-Civil/Criminal Part Time	110	0
0502M	Clerk-Civil/Criminal Overtime	6,400	800
	MEMO TOTAL	\$ 36,734	\$ 36,734

Note: Projected Need

590 Adult Probation			
05953	Adult Prob - Com Pleas Fringes	6,000	0
05955	Adult Prob - Com Pleas MS	2,000	0
0595D	Adult Prob - Com Pls Full Time	18,000	0
05963	Adult Prob - Muni Crt Fringes	0	19,000
05964	Adult Prob - Muni Crt CS	11,000	0
0596D	Adult Prob - Muni Ct Full Time	0	18,000
	MEMO TOTAL	\$ 37,000	\$ 37,000

Note: Projected Need

700 Sheriff's Department			
07004	Sheriff-General Admin CS	12,400	4,400
07005	Sheriff-General Admin MS	170	3,000
07006	Sheriff-General Admin CO	0	170
07103	Sheriff-Corrections Fringes	15,000	0
07104	Sheriff-Corrections CS	20,000	10,000
0710D	Sheriff-Corrections Full Time	40,000	0
0710E	Sheriff-Corrections Part Time	0	5,000
0710M	Sheriff-Corrections Overtime	5,000	0
07203	Sheriff-Detectives Fringes	0	2,000

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		<i>Increase</i>	<i>Decrease</i>
0720D	Sheriff-Detectives Full Time	0	1,000
0720M	Sheriff-Detectives Overtime	2,000	0
07303	Sheriff-Road Deputies Fringes	5,000	7,000
0730D	Sheriff-Road Deputies Full Time	0	61,000
0730M	Sheriff-Road Deputies Overtime	5,000	0
07403	Sheriff-Dispatch Fringes	0	7,000
0740D	Sheriff-Dispatch Full Time	0	2,000
0740E	Sheriff-Dispatch Part Time	0	4,000
0740M	Sheriff-Dispatch Overtime	2,000	0
	MEMO TOTAL	<u><u>\$ 106,570</u></u>	<u><u>\$ 106,570</u></u>

Note: Transfers to Projected Negative Lines

TOTAL MEMO BALANCE ALL AMENDMENTS	<u><u>\$ 258,444</u></u>	<u><u>\$ 258,444</u></u>
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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;

Christopher Smeiles, Yea;

Charles W. Keiper, Yea;

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RESOLUTION No. 07-1141

RE: AMENDMENT TO THE NON GENERAL FUND
2007 ANNUAL APPROPRIATION RESOLUTION
NO. 06-1117 ADOPTED DECEMBER 19, 2006

It was moved by Charles W. Keiper II, seconded by Christopher Smeiles that the following resolution be adopted:

RESOLVED, that it has become necessary to amend the Non General Fund 2007 Annual Appropriation in the amounts and for the purposes set forth in the enumeration shown below,

		<u>Increase</u>	<u>Decrease</u>
Fund:	1001 Certificate Of Title Administr		
	500 Clerk of Courts		
	10013 Certificate Of Title Fringes	17	0
	1001O Certificate Of Title Retirem	1,110	0
	MEMO TOTAL	<u><u>\$ 1,127</u></u>	<u><u>\$ -</u></u>

Note: Vacation Payout

Fund:	1008 Computerization Clerk Comm Pls		
	500 Clerk of Courts		
	10084 Comp-Clerk/Com Pls CS	0	500
	10085 Comp-Clerk/Com Pls MS	500	0
	MEMO TOTAL	<u><u>\$ 500</u></u>	<u><u>\$ 500</u></u>

Note: Projected Need

Fund:	1310 Mental Health & Recovery Board		
	904 Mental Health & Recovery Board		
	13104 Mental Health & Recovery CS	150,000	0
	MEMO TOTAL	<u><u>\$ 150,000</u></u>	<u><u>\$ -</u></u>

Note: Cover End of Year Requirements

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RESOLUTION No. 07-1142 - RE: CASH ADVANCE - FROM FUND 0001, GENERAL FUND TO FUND 4008, WIRELESS 911 UPGRADES

It was moved by Charles W. Keiper II, seconded by Christopher Smeiles that the following resolution be adopted:

WHEREAS, Fund 4008 was created by the Portage County Board of Commissioners to properly control the processing of financial related transactions involving the Wireless 911 Upgrade Projects, and

WHEREAS, the source of funding for these projects is from State revenues received through a surcharge paid by wireless customers in Ohio that is allocated back to each local jurisdiction, and

WHEREAS, there is a cash flow need of \$77,000.00 to fund current capital projects in the 911 Upgrades Project, Fund 4008, until the revenue is received, now therefore be it

RESOLVED, that the following cash advance be made in the amount of \$ 77,000.00:

FROM:
0001, GENERAL FUND
ORGCODE - 00100009
Debit Expense Account
Object 920000 - Advances-Out \$ 77,000.00

TO:
4008, WIRELESS 911 UPGRADES
ORGCODE - 40087002
Credit Revenue Account
Revenue Source 290000 - Advances-In \$ 77,000.00

and be it further

RESOLVED, that the cash advance will be repaid with revenues collected from the Wireless 911 Upgrades Project, no later than December 31, 2008, and be it further

RESOLVED, that the County Auditor is hereby requested to make said cash advance by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, the Portage County Sheriff's Department, the Homeland Security and Emergency Management Agency and the Department of Budget Financial Management, and be it further

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

Roll call vote as follows:

Maureen T. Frederick, Yea; Christopher Smeiles, Yea; Charles W. Keiper, Yea;

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RESOLUTION No. 07-1143 - RE: CASH ADVANCE REPAYMENT - FROM FUND 1110, ASSESSMENT OFFICER TO FUND 0001, GENERAL FUND

It was moved by Charles W. Keiper II, seconded by Christopher Smeiles that the following resolution be adopted:

WHEREAS, Resolution No. 05-0068, adopted by the Board of County Commissioners on January 25, 2005, authorized a cash advance from Fund 0001 to Fund 1110 in the amount of \$ 5,000.00 to be repaid by April 26, 2005, or until grant funds were received in Fund 1110, and

WHEREAS, Resolution No. 05-0357, adopted on April 26, 2005 amended Resolution No. 05-0068 by extending the cash advance repayment date until the conclusion of the grant, and

WHEREAS, the Assessment Officer Grant has been completed and all grant funds have been received, now therefore be it;

RESOLVED, that the following cash advance repayment be made in the amount of \$ 5,000.00:

FROM:	
<u>1110, ASSESSMENT OFFICER</u>	
ORGCODE - 11105709	
Debit Expense Account	
Object 921000 – Advance Out Returns	\$ 5,000.00
TO:	
<u>0001, GENERAL FUND</u>	
ORGCODE - 00100002	
Credit Revenue Account	
Object 291000 – Advance In Repayment	\$ 5,000.00

and be it further

RESOLVED, that the County Auditor is hereby requested to make said cash advance repayment by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, Juvenile Court Administrator and the Department of Budget & Financial Management, and be it further

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

Roll call vote as follows:

Maureen T. Frederick, Yea; Christopher Smeiles, Yea; Charles W. Keiper, Yea;

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RESOLUTION No. 07-1144 - RE: TRANSFER FROM FUND 4401 SA PCW PATRICIA WATER LINE TO FUND 3142, SA PCW BONDS2007

It was moved by Charles W. Keiper II, seconded by Christopher Smeiles that the following resolution be adopted:

WHEREAS, the Patricia Water Line Construction Project has been completed and the remaining cash balance in the Fund is \$967.18, and

WHEREAS, any remaining cash in a Construction Fund, after all expenses have been paid, is to be transferred to the corresponding debt fund, now therefore be it

RESOLVED, that the following transfer of funds in the amount of \$ 967.18 be made as follows:

FROM:

4401, SA PCW PATRICIA WATER LINE

ORG CODE – 44010609

Project Code: 02330

Debit Expense Account

Object: 910000 TRANSFERS OUT \$ 967.18

TO:

3142 SA PCW BONDS 2007

ORG CODE-31420102

Credit Revenue Account

Revenue Source: 280000 TRANSFERS IN \$ 967.18

and be it further

RESOLVED, that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the 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.

Roll call vote was as follows:

Maureen T. Frederick, Yea; Christopher Smeiles, Yea; Charles W. Keiper, Yea;

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RESOLUTION No. 07-1145 - RE: WIRE TRANSFER APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Charles W. Keiper II, seconded by Christopher Smeiles that the following resolution be adopted:

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Internal Auditor or other designee on November 20, 2007 in the total payment amount as follows:

1. \$257,665.78 for Medical Mutual Claims-Fund 7101; 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 Wednesday, November 21, 2007 \$ 257,665.78

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; Christopher Smeiles, Yea; Charles W. Keiper II, Yea;

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RESOLUTION No. 07-1146 - RE: DECLARE OBSOLETE AND AUTHORIZE THE SALE OF PORTAGE COUNTY PERSONAL PROPERTY TO FAMILY & COMMUNITY SERVICES

It was moved by Charles W. Keiper II, seconded by Christopher Smeiles that the following resolution be adopted:

WHEREAS, the Portage County personal property located at the Portage County Motor Pool 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 for sale, and

WHEREAS, the Board of County Commissioners may authorize the sale of such personal property by private sale without advertisement or public notification as the fair market value of the property to be sold is in the opinion of the board, two thousand five hundred dollars or less; now therefore be it

RESOLVED, that the Board of County Commissioners authorizes the sale of the following to the **Family & Community Services** for the sum of One Dollar Each for a total of Seven dollars and 00/100 (\$7.00):

- | | |
|-----------------------|--------------------------|
| 1993 Ford | 1FMEE11Y1PHB83773 |
| 1996 Ford | 1FTEF25Y6TLB55833 |
| 1997 Chevrolet | 1GCCS14W2VK218030 |
| 1993 Ford | 1FDJF37Y0PNA86323 |
| 1997 Ford | 1FTDF1829VND13330 |

1996 Dodge
1996 Ford

2B5WB35Z0TK136282
1FTEF25Y4TLB55832

and be it further

RESOLVED,

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

Voice vote as follows:

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

Charles W. Keiper, Yea;

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RESOLUTIONS

November 20, 2007

1. Approval of Meeting Minutes from the November 15, 2007 regular Board Meeting as presented.
2. Approve the bills as presented by the County Auditor and reviewed by the Internal Auditor./07-1132
3. Approve the Journal Vouchers as presented by the County Auditor./07-1133
4. Approve the Then & Now as presented by the Portage County Auditor./07-1134
5. Approving a request for installment payments of connection charges for connection to the water system in the Portage County Regional Sewer District and establishing the terms and conditions of same (Water Resources Department)/07-1135
6. Agreement for sanitary sewer improvements for the Honeychuck Sewer Extension sanitary sewer project, Portage County Water Resources Department Project No. BR-2 (07-220) (Water Resources Department)/07-1136
7. Appointment to the Northeast Ohio Community Alternative Program (NEOCAP) Facility Governing Board – Craig Berry Lake County)/07-1137
8. Approve the 2008 Holiday Schedule for County Employees./07-1138
9. Approve the Amendment to the Collective Bargaining Agreement between the Portage County Department of Job and Family Services, and AFSCME Ohio Council 8, Local 1696, (Human Resources Department)/07-1139
10. Resolution to approve the wire transfer for Medical Mutual payment/07-1145
11. Resolution to declare obsolete and authorize the sale of Portage County personal property to Family & Community Services of Portage County/07-1146

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INVITATIONS/MEETING NOTICES

November 20, 2007

1. Invitation from ARCADIS to join them at the Buckeye Hall of Fame Cafe (as part of the CCAO/CEAO 2007 Annual Winter Conference) on Monday, December 3, 2007, 6:30-9:00 PM.
2. Invitation from URS for a Holiday Dinner on Monday, December 3, 2007, 6:30 PM, in the main lobby of the Hyatt Regency (site of the CCAO/CEAO Annual Winter Conference) and walk to Buca di Beppo.
3. Invitation from Community Action Council of Portage County for a Youth Awards Ceremony & Memorial Fund Raiser in honor of Jackie Carlton Murphy on Friday, December 7, 2007, 6:00-10:00 PM, at The American Legion, Kent.
4. Invitation from the Greater Akron Chamber for the Third Annual Health Care Summit featuring Senator Sherrod Brown on Monday, November 19, 2007, 7:30 AM, Martin Center, The University of Akron.

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INCOMING CORRESPONDENCE

November 20, 2007

1. Board of Commissioners' authorization requested to have Director Jon Barber, Office of Homeland Security and Emergency Management sign the SHSP FY06 Planning, Training, Exercise & Administration Funds Cash Request for reimbursement to the Ohio Public Safety Department for SHSP FY 06 SHSP-67-0313 request for system design, developing specifications and project administration during October 2007 executed by RCC Consultants, Inc. for \$ 11,280.00. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper authorized and correct./Journal Entry
2. Board of Commissioners' signature requested on the purchase requisition for Record Publishing Company for advertising services for grant projects/requirements for \$ 200.00 as presented by the Regional Planning Commission. This is being funded by the 2006 Formula Grant Activity #8 General Administration./Journal Entry
3. Board of Commissioners' signature requested on the payment authorization form for \$ 4,500.00 payable to Bochert Excavating Inc. to tie in homeowners Joseph & Clara Schaefer to the newly constructed Randolph Township sewer as requested by the Regional Planning Commission. The 2003 Water & Sewer Program Activity #05 Water & Sewer Facilities is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the all documents appear to agree and to be properly authorized./Journal Entry
4. Board of Commissioners' signature requested on the payment authorization form for \$ 692.72 payable to Residential Resources for the Developmentally Challenged for services provided to handicapped residents per Contract No. 20070213 as requested by the Regional Planning Commission. The 2006 Formula Grant Activity #03 Public Services is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized./Journal Entry
5. November 14, 2007 e-mail from Dave Vaughan, Neighborhood Development Services Inc., regarding vacant property/Schedule a meeting with Neighborhood Development Services, Inc. to discuss

6. November 14, 2007 e-mail from Dave Vaughan, Neighborhood Development Services Inc., including the November 2007 CRL subprime spillover document reporting the total impact of foreclosures, tax loss projections and de-valuing of the neighborhoods/Information only
7. November 13, 2007 memo from Bob Wrentmore, Building Department, in response to the Board's request for review and comment regarding Senate Bill 192/Information only – Clerk to draft a letter of support of the bill
8. November 12, 2007 correspondence from Steve Colecchi, Robinson Memorial Hospital, regarding Hanson & Associates and the Portage County Community Health Center/Clerk to bring back
9. November 12, 2007 correspondence from Tina Teague, Leadership Ohio to Commissioner Keiper, regarding Leadership Ohio 2008/Commissioner Keiper to complete
10. Does the Board of Commissioners wish to reappoint Clerk Deborah Mazanec as the Portage County Port Authority Secretary-Treasurer and Diana Fierle as Assistant Secretary for 2008?/Journal Entry
11. November 16, 2007 e-mail from Commissioner Frederick, regarding no heat at the Recorder's Office/The Board of Commissioners agreed to ask Director Miller how the notification protocol works.
12. November 16, 2007 e-mail from Harold Huff, Water Resources Department, regarding payment of water and sewer charges monthly instead of quarterly/Information only
13. Board of Commissioners' authorization requested to pay the October 31, 2007 Christley, Herington, Pierce invoice #27281 for professional services rendered during October 2007 for the Sheriff's 2006 Negotiations, in the amount of \$362.50./Journal Entry
14. November 16, 2007 Certificate of the County Auditor that the Annual Appropriations from each fund do not exceed the Amended Official Certificate of Estimate Resources for the fiscal year beginning January 1, 2007 for the Portage County Solid Waste District Commission, as presented by the Portage County Auditor/Hold for the Solid Waste Management District meeting
15. November 15, 2007 correspondence from Julie Gonzales, Rootstown Township Secretary, requesting a letter of support to keep NEOUCOM in Rootstown/Clerk to draft a letter of support
16. November 12, 2007 correspondence from William Elder, Village of Sugar Bush Knolls, including a draft agreement for the deployment of Portage County Sheriff's Department vehicles for off-duty security detail/Forward to Sheriff Kaley, Denise Smith, and the Internal Auditor for comment. Clerk to draft a letter to the Village advising of receipt of this correspondence.
17. In accordance with Section 5549.01 of the Ohio Revised Code, the Board of Commissioners received Inventory of Road Machinery, Tools and Equipment as presented by Mickey Marozzi, County Engineer. Additionally, it is recommended to purchase two (2) single axle dump trucks and one (1) pick up truck./Journal Entry
18. November 12, 2007 memo from Steve Colecchi, Robinson Memorial Hospital, regarding John Sniezek, the new Executive Director of the Portage County Community Health Center/Information only.
19. November 16, 2007 e-mail from Chris Burnham, Summit County Port Authority, regarding Delta Systems/Journal Entry

20. November 15, 2007 e-mail from Audrey Tillis, Department of Budget and Financial Management, regarding E-911 Wireless Cash Advance/Information only for the 11:30 AM meeting with the Board today.
21. The Board of Commissioners received the completed FTI Safeguarding Questionnaire as presented by Job & Family Services/Information only

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INFORMATION ONLY

November 20, 2007

22. The Board of Commissioners received the Mental Health & Recovery Board meeting minutes from October 8, 2007.
23. The Board of Commissioners received the One Way Farm newsletter for November 2007.
24. November 13, 2007 correspondence from Robinson Memorial Hospital, announcing the appointment of John Sniezek as Executive Director of the Portage County Community Health Center.
25. November 16, 2007 e-mail from Jon Barber, including the RAM meeting minutes from September 2007 meeting.
26. The Board of Commissioners received The Voter newsletter for November 2007 as presented by the League of Women Voters.
27. The Board of Commissioners received the Bureau of Justice Statistics Special Report for August 2007 as presented by the US Department of Justice.
28. The Board of Commissioners received the Ohio Christian Newsletter for November 2007 as presented by the Ohio Council of Churches.

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Journal Entry

November 20, 2007

Motion by Charles W. Keiper II, seconded by Christopher Smeiles to approve the following actions:

1. The Board of Commissioners agreed that their Clerk Deborah Mazanec may continue to serve as the Portage County Port Authority Secretary-Treasurer for 2008 and that Office of Economic Development Executive Assistant Diana Fierle to serve as the Assistant Secretary for 2008.
2. The Board of Commissioners authorized Director Jon Barber, Office of Homeland Security and Emergency Management to sign the SHSP FY06 Planning, Training, Exercise & Administration Funds Cash Request for reimbursement to the Ohio Public Safety Department for SHSP FY 06 SHSP-67-0313 request for system design, developing specifications and project administration during October 2007 executed by RCC Consultants, Inc. for \$11,280.00. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper authorized and correct.
3. The Board of Commissioners signed the purchase requisition for Record Publishing Company of Ravenna for advertising services for grant projects/requirements for \$200.00, as presented by the Regional Planning Commission. This is being funded by the 2006 Formula Grant Activity #8 General Administration.

Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized.

4. The Board of Commissioners signed the payment authorization form for \$4,500.00 payable to Bochert Excavating Inc. of Kent, Ohio to tie in homeowners Joseph & Clara Schaefer, 2838 State Route 44, Randolph Township, to the newly constructed Randolph Township sewer, as presented by the Regional Planning Commission. The 2003 Water & Sewer Program Activity #05 Water & Sewer Facilities is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the all documents appear to agree and to be properly authorized.
5. The Board of Commissioners signed the payment authorization form for \$ 692.72 payable to Residential Resources for the Developmentally Challenged of Atwater, Ohio for services provided to handicapped residents per Contract No. 20070213, as presented by the Regional Planning Commission. The 2006 Formula Grant Activity #03 Public Services is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized.
6. The Board of Commissioners authorized payment of the October 31, 2007 Christley, Herington, Pierce Invoice #27281 for professional services rendered during October 2007 for the Sheriff's 2006 Negotiations, in the amount of \$362.50.
7. In accordance with Ohio Revised Code Section 5549.01, the Board of Commissioners acknowledged the receipt of the Inventory of Road Machinery, Tools and Equipment as presented by Michael Marozzi, County Engineer.
8. The Board of Commissioners signed the Personnel Action Form authorizing the full time permanent hire of Sonya Edwards as a Fiscal/Eligibility Specialist for the Portage County Department of Job & Family Services, as presented by Human Resources Department Director Lynn Leslie and approved by Department of Job & Family Services Director Anita Herington. The Board of Commissioners notes that this hire is contingent upon the applicant passing a pre-employment physical and drug screen.
9. The Board of Commissioners accepted the recommendation of the Department of Budget & Financial Management Director and authorized a budget supplement for the Clerk of Courts separation payout in December for \$1,127, noting that the supplement will be taken from the Separation Reserve in the General Fund Contingency.
10. The Portage County Port Authority Board of Directors will hold a public hearing at 2:00 PM on December 4, 2007 to discuss and hear comment on the issuance by the Port Authority of one or more series of port authority revenue bonds (the "Bonds"). The proceeds of the Bonds are to be used to finance the costs of acquiring, constructing, improving, and equipping real and personal property constituting port authority facilities to be located at 1734 Frost Road, Streetsboro, Ohio. The Project includes the construction of an addition to the existing manufacturing facility, the renovation of a portion of the existing manufacturing facility, and the purchase of equipment for the manufacturing facility. The Project will be owned by BF Properties Limited Partnership and leased to Delta Systems, Inc. for use in the manufacture of electrical switches, other electronic components, and wireless remote systems. The Bonds are anticipated to be issued in an approximate principal amount not to exceed \$9,000,000. The Bonds will be special obligations of the Port Authority. Neither the faith and credit nor the taxing power of the Port Authority is pledged to the payment of the principal of or interest on the Bonds.

The Portage County Board of Commissioners will hold a TEFRA (Tax Equity and Fiscal Responsibility Act) Hearing on December 11, 2007 in their Board Room to hear comment on this project.

Roetzel & Andress will act as the Issuer counsel to review documents on behalf of the Portage County Port Authority and the Portage County Board of Commissioners.

Today, the Board of Commissioners approved the use of Roetzel & Andress to represent the Commissioners in this transaction, contingent upon concurrence by Attorney Denise Smith that there is no conflict.

11. The Board of Commissioners signed the Purchase Order Liquidation/Receiving Report authorizing the release of the check for \$1,251 for charges associated with the Ohio Clerk of Courts Association Winter Conference.

All in favor, motion carries.

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We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting on **November 20, 2007**. There being no further business to come before the Board, it was moved by Charles W. Keiper II, seconded by Christopher Smeiles to adjourn the official meeting at **1:45 PM**. All in favor, motion carries.

Maureen T. Frederick, President

Christopher Smeiles, Vice President

Charles W. Keiper II, Board Member

Deborah Mazanec, Clerk

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