

Tuesday, January 8, 2008

The Board of County Commissioners met in regular session on **Tuesday, January 8, 2008 at 9:20 AM** with the following members present:

Maureen T. Frederick

Christopher Smeiles

Charles W. Keiper II

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It was moved by Charles W. Keiper II, seconded by Christopher Smeiles to approve the meeting minutes of the December 27, 2007 meeting. All in favor, motion carries

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BICENTENNIAL COMMITTEE

Present: Mark Cheplowitz, Charlene Badger, Printer Kenneth McGregor

The Board of Commissioners reviewed and discussed the contents of the Portage 100 with Chairman Mark Cheplowitz, Charlene Badger and the printer. The Portage 100 (the unofficial guide to Portage County) will be released at the Opening Gala on January 19, 2008.

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PROSECUTOR

Present: Leigh Prugh, Harold Huff, Wayne Carkido

Leigh Prugh advised that there is an ongoing issue with the need for an easement from Orchard Estates (trailer park in Ravenna Township) for the placement of a meter. The trailer park is insisting on a survey of the area prior to the easement agreement. The park is in arrears by \$18,000 in previous years but is current in their payments now. The park attorney has noted that the owner now wants to include in the easement agreement that the county should maintain the sewer pipe. See 99-203

Leigh Prugh noted that the county must have the easement or move the meter off the property, negating the necessity for the easement. Mr. Carkido noted that the original meter was in a wooded area behind the park that is subject to vandalism. The current location is in the open nearer the park but not in a utility easement, making it necessary to obtain an easement from the park.

The Board of Commissioners agreed that they do not want to accept the maintenance of this pipe and authorized Attorney Prugh to begin the eminent domain process to obtain this easement. Water Resources Department to coordinate the obtaining of the appraisal, the Board of Commissioners agreed that the \$18,000 in arrears would be placed on the tax bill (staff noted that the meter is calibrated by the manufacturer and the amount is correct) in September 2008, if necessary.

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Home Savings Lease – Leigh Prugh to contact the bank to discuss the lease terms.

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Prosecutor's Correspondence

1. December 12, 2007 e-mail from Denise Smith, regarding the Animal Protective Lease of additional premises/Denise Smith sent the revised lease to the attorney for the APL.
2. January 4, 2008 e-mail from Leigh Prugh, including a draft resolution request to appropriate a fee simple interest and a temporary easement over property for purposes of the Middlebury Road Bridge Replacement Project. (Albert and Virginia Acken)/08-0003
3. January 4, 2008 e-mail from Leigh Prugh, including a draft loan agreement between the Board of Commissioners and Regional Planning Commission for roof repairs/08-0012.

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COUNTY AUDITOR

Present: Janet Esposito, Attorney Tommie Jo Marsilio

The County Auditor requested this meeting to present resolutions for consideration by the Board of Commissioners to authorize the Commissioners' current practice of OPERS employee contribution pick-up.

Resolution to memorialize the practice that Portage County pick up the statutorily required contribution to the Ohio Public Employees Retirement System for the employees of Portage County pursuant to Internal Revenue Code Section 414 (h)(2). (Draft No. 1 – employees of Portage County)/08-0004

Resolution to memorialize the practice that Portage County will pick up the statutorily required contribution to the Ohio Public Employees Retirement System for Portage County employees pursuant to Internal Revenue Code Section 414 (h)(2). (Draft No. 2 – for Mental Health & Job & Family Services)/08-0005

Resolution to memorialize the practice that Portage County will implement a plan to purchase additional service credit tax-deferred by payroll deduction (Draft No. 3)/08-0006

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WATER RESOURCES

Present: Harold Huff, Wayne Carkido

1. RESOLUTION - Approving a request for installation payments of connection charges for connection to the sanitary sewerage system in the Portage County Regional Sewer District and establishing terms and conditions of the same./08-0007
2. RESOLUTION - Approving final legislation for Ohio Department of Transportation project POR59-4.04, PID No. 25837, in the Portage County Regional Sewer District, Franklin and Ravenna Townships./08-0008
3. RESOLUTION - Authorizing Portage County Water Resources to enter into a sludge cake disposal contract with the City of Warren for the disposal of sludge cake from the Streetsboro Wastewater Treatment Plant at the Natures Blend Disposal Facility./08-0009
4. SIGNATURES - Approval to purchase vehicles for the Water Resources Department/Journal Entry pending review by Internal Services Director JoAnn Townend.

5. CORRESPONDENCE - Draft letter and water agreement to City of Streetsboro/Clerk to send the letter to the City

6. Park Place Subdivision Sanitary Improvements/Water Resources Department to investigate and bring back.

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DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT

Present: Audrey Tillis

RESOLUTIONS

1. General Fund Amendments to the Annual Appropriation Resolution:
 - a. None

2. Other Funds Amendments to the Annual Appropriation Resolution:
 - a. None

3. Other Resolutions
 - a. None

OTHER

4. Journal entry approval:
 - a. None

5. Discussion Memos:
 - a. 2008 Budget Amendment Calendar
 - b. Ms. Audrey Tillis will attend the National GFOA Conference in Florida
 - c. Audrey Tillis presented the Pre-Estimated General Fund Unencumbered Cash Balance as \$3,434,665, certified this morning by the Budget Commission.

UPDATES

6. Pending/Upcoming Budget Adjustments
 - a. None

7. Executive Session
 - a. None

DISCUSSION ITEMS (Material to be handed out in session)

8. Prior Fiscal Years – Review of Actual
 - a. Estimated Carryover
 - i. Department Under runs
 - ii. Revenue in Excess of Certification
9. FY 2008 Department Budgets - Final Summaries
 - a. Feedback From Departments
 - b. Domestic Court Budget Discussion
10. List of Unfunded Request for Board Consideration
11. Budget Stabilization Reserve
 - a. FY 2016 – 27th Pay Period

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11:50 AM Lunch Recess
12:30 PM Board of Commissioners Leadership Meeting
2:15 PM Board of Commissioners reconvened

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DBFM WORK SESSION
Present: Audrey Tillis, Jackie Petty

2008 Budget Work Session

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DOMESTIC RELATIONS
Present: Judge Giulitto, Audrey Tillis, Bev Lowe

Discussion of the 2008 Budget

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RESOLUTION No. 08-0001 - RE: A RESOLUTION AUTHORIZING THE USE OF FORCE ACCOUNT FOR THE PORTAGE COUNTY ENGINEER HIGHWAY DEPARTMENT FOR THE YEAR 2008.

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

WHEREAS, it being determined by the Portage County Board of County Commissioners that the health, welfare and safety of the people of Portage County can best and most efficiently be served by the use of force account in matters pertaining to maintenance, repair, construction and reconstruction of Portage County roads; now therefore be it

RESOLVED, that Mr. Michael A. Marozzi, Portage County Engineer, is hereby authorized to employ labor and proceed by force account in the maintenance, repair, construction and reconstruction of roads, bridges and culverts in Portage County during the year 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. 08-0002 - RE: ACCEPT FY 07 STATE HOMELAND SECURITY PROGRAM (SHSP) ON BEHALF OF THE PORTAGE COUNTY OFFICE OF HOMELAND SECURITY & EMERGENCY MANAGEMENT. (FEDERAL PASS THROUGH #2007-GET7-0030)

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

- WHEREAS,** the Ohio Public Safety Office advised the Portage County Office of Homeland Security & Emergency Management Director on September 27, 2007 that Portage County was approved to receive Fiscal Year 2007 State Homeland Security Grant (SHSG) funding for \$155,604.00 for the time July 1, 2007 thru March 31, 2010; and
- WHEREAS,** the Portage County Terrorism Advisory Committee met on November 7, 2007 and made recommendations to the Board of Commissioners as to how to spend this funding; and
- WHEREAS,** that the Board of Portage County Commissioners accepts the recommendation of the Terrorism Advisory Committee and adopted Resolution 07-1112 on November 8, 2007 and authorized the application to the Fiscal Year 2007 State Homeland Security Grant (SHSG) of \$155,604.00 on behalf of the Portage County Office of Homeland Security & Emergency Management; now therefore be it
- RESOLVED,** that the Board of Commissioners accepts the Fiscal Year 2007 State Homeland Security Grant (SHSG) funding for \$155,604.00 for the time July 1, 2007 thorough March 31, 2010; and be further
- RESOLVED,** the Board of Commissioners authorizes the Portage County Office of Homeland Security & Emergency Management Agency Director to sign the grant application documents; and be it further
- RESOLVED,** that a copy of this resolution be filed with the Portage County Auditor, the Department of Budget & Financial Management, the Internal Auditor, and the Office of Homeland Security & Emergency Management Agency Director; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Voice Vote as Follows:

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

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RESOLUTION No. 08-0003 - RE: REQUEST TO APPROPRIATE A FEE SIMPLE INTEREST AND A TEMPORARY EASEMENT OVER PROPERTY FOR PURPOSES OF THE MIDDLEBURY ROAD BRIDGE REPLACEMENT PROJECT

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

- WHEREAS,** the Portage County Engineer has general charge of the construction, reconstruction, improvement, maintenance and repair of bridges within Portage County in accordance with R.C. 5543.01; and
- WHEREAS,** the Middlebury Road Bridge located within Portage County is to be replaced; and
- WHEREAS,** a fee simple interest and a temporary easement over certain real properties located on Middlebury Road, Kent, Ohio are required to effectuate the replacement of the Middlebury Road bridge; and
- WHEREAS,** the Portage County Engineer is unable to agree with Albert H. Acken V and Virginia L. Acken, Trustees of the Albert H. Acken V Living Trust, which owns the real property to be appropriated, as required by R.C. 163.04; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners has determined that the appropriation is necessary for the public use, the primary purpose of this appropriation is not for economic development, and this appropriation will not result in ownership of that property being vested in another private person; and be it further
- RESOLVED,** that Portage County Board of Commissioners declares that a fee simple interest in one property being appropriated, and a temporary easement over another property being appropriated, are necessary for the purpose of making, constructing, or improving the Sandy Lake Road Bridge, a county highway bridge, which shall be open to the public without charge, and be it further
- RESOLVED,** that the Portage County Board of Commissioners directs that a Petition to Appropriate Property and to Fix Compensation regarding property located on Middlebury Road, Kent, Ohio 44240 be filed by the Portage County Prosecuting Attorney; 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, Yea;

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RESOLUTION No. 08-0004 - RE: RESOLUTION TO MEMORIALIZE THE PRACTICE THAT PORTAGE COUNTY WILL PICK UP THE STATUTORILY REQUIRED CONTRIBUTION TO THE OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM FOR PORTAGE COUNTY EMPLOYEES PURSUANT TO INTERNAL REVENUE CODE SECTION 414 (h)(2).

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

WHEREAS, pursuant to federal and Ohio laws, Portage County may offset future salary increases and “pick up” (assume and pay) the contributions statutorily required by such elected officials and covered employees to the Ohio Public Employees Retirement System (OPERS) and such individuals will not be required to pay federal and state income taxes on such contributions;

RESOLVED, **SECTION 1:** Effective with the pay period ending of January 13, 2008 the full amount of the statutorily required employee contributions to OPERS shall be picked up and paid as fringe benefit by Portage County for each person within any of the classes established in Section 2 herein. This “pick up” by Portage County shall be designated as public employee contributions and shall be in lieu of contributions to OPERS by each person within any of the classes established in Section 2 herein. No person subject to this “pick up” shall have the option of choosing to receive the statutorily required contribution to OPERS directly instead of having it “picked up” by Portage County or of being excluded from the “pick up”. Portage County shall, in reporting and making remittance to OPERS, report that the public employees contribution for each person subject to this “pick up” has been made as provided by the statute. Therefore, contributions, although designated as employee contributions, are employer-paid, and employees do not have the option to receive the contributions directly. All contributions are paid by the employer directly to the plan.

SECTION 2: The “pick-up” by Portage County provided by this resolution shall apply to all persons that are employees of the Portage County Mental Health Board and administrative employees of Portage County Job and Family Services who are or become contributing members of OPERS. The county shall pick up 5.75% toward the employee contribution for Mental Health employees and shall pick up 10.0% toward the employee contribution for Job and Family Services administrative employees.

SECTION 3: Under the fringe-benefit method of employer pick up, salary is not modified; however, the employer will pay the employees statutorily required contributions to OPERS.

SECTION 4: The Portage County Auditor is hereby authorized and directed to “pick up” the statutorily required contributions to OPERS for those persons reflected in Section 2 herein so as to enable them to have their employee contributions paid by their employer.

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, Yea;

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RESOLUTION No. 08-0005 - RE: RESOLUTION TO MEMORIALIZE PRACTICE THAT PORTAGE COUNTY PICK UP THE STATUTORILY REQUIRED CONTRIBUTION TO THE OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM FOR THE EMPLOYEES OF PORTAGE COUNTY PURSUANT TO INTERNAL REVENUE CODE SECTION 414 (h)(2).

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

WHEREAS, pursuant to federal and Ohio laws, the federal and state income taxes on a portion of the wages or salaries of the employees of Portage County will be deferred if Portage County “picks up” (assumes and pays) the contributions statutorily required by such elected officials and covered employees to Ohio Public Employees Retirement System (OPERS); and

WHEREAS, Portage County will not incur any additional costs in the picking up of such contributions.

RESOLVED, **SECTION 1:** Effective with the pay period ending of January 13, 2008 the full amount of the statutorily required employee contributions to OPERS shall be withheld from the gross pay of each person within any of the classes established in Section 2 herein and shall be “picked up” (assumed and paid to OPERS) by Portage County. This “pick up” by Portage County shall be designated as public employee contributions and shall be in lieu of contributions to OPERS by each person within any of the classes established in Section 2 herein. No person subject to this “pick up” shall have the option of choosing to receive the statutorily required contribution to OPERS directly instead of having it “picked up” by Portage County or of being excluded from the “pick up”. Portage County shall, in reporting and making remittance to OPERS, report that the public employees contribution for each person subject to this “pick up” has been made as provided by the statute. Therefore, contributions, although designated as employee contributions, are employer-paid, and employees do not have the option to receive the contributions directly. All contributions are paid by the employer directly to the plan.

SECTION 2: The “pick-up” by Portage County provided by this ordinance shall apply to all persons that are employees of Portage County (except administrative employees of

Job & Family Services, the employees of the Mental Health Board, employees of Sheriff Dept., employees of Dog Warden and the employees of the Treasurer) who are or become contributing members of OPERS.

SECTION 3: Portage County’s method of payment of salary to employees who are participants in OPERS is hereby modified as follows, in order to provide for a salary reduction pick up of employee contributions to OPERS.

SECTION 4: The total salary for each employee shall be the salary otherwise payable under Portage County policies. Such total salary of each employee shall be payable by Portage County in two parts: (a) deferred salary and (b) cash salary. An employee’s deferred salary shall be equal to that percentage of that employee’s total salary which is required from time to time by OPERS to be paid as an employee contribution by that employee, and shall be paid by Portage County to OPERS on behalf of that employee as a pick up and in lieu of the OPERS employee contribution otherwise payable by that employee, and employee’s cash salary shall be equal to that employee’s total salary less the amount of the pick up for that employee, and shall be payable, subject to applicable payroll deductions, to that employee. Portage County shall compute and remit its employer contributions to OPERS based upon an employee’s total salary. The total combined expenditures of Portage County for such employee’s total salaries payable under applicable Portage County policies and the pick up provisions of this resolution shall not be greater than the amounts it would have paid for those items had this provision not been in effect.

SECTION 5: The Portage County Auditor is hereby authorized and directed to “pick up” the statutorily required contributions to OPERS for those persons reflected in Section 2 herein so as to enable them to obtain the result in federal and state tax deferments.

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:

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

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RESOLUTION No. 08-0006 - RE: RESOLUTION TO MEMORIALIZE THE PRACTICE THAT PORTAGE COUNTY WILL IMPLEMENT A PLAN TO PURCHASE ADDITIONAL SERVICE CREDIT TAX-DEFERRED BY PAYROLL DEDUCTION

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

WHEREAS, Internal Revenue Code Section 414 (h) (2) permits employer “pick up” of the employee contributions to a retirement plan, thereby resulting in tax deferral of such contributions; and

WHEREAS, under Ohio Revised Code Section 145 members of the Ohio Public Employees Retirement System (OPERS) may be allowed to: 1) redeposit contributions previously withdrawn plus interest and/or 2) purchase additional forms of permissive service.

RESOLVED, Effective with the pay date of January 11, 2008 employees of Portage County, described in Section 1 below, may purchase additional service credit, tax deferred, and Portage County shall withhold the required service credit deduction from the gross pay of each who elects to do so and shall pick up (assume and pay) such deduction to OPERS. A person electing this pick up deduction shall not have the option of choosing to receive the payroll deduction directly instead of having this deduction picked up by Portage County. Members who have elected to participate in this plan cannot increase, decrease, or terminate the amount of pick up deduction.

SECTION 1: The pick up deduction by Portage County as provided by this Resolution shall apply to all persons making the election within the following classes:

All employees of Portage County who are contributing members of the Ohio Public Employees Retirement System

SECTION 2: The Portage County Auditor is hereby authorized and directed to implement the provision of this Resolution to effect the pick up of the payroll deduction for the purchase of additional service credit to OPERS for those persons within the classes established in Section 1 herein.

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:

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

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RESOLUTION No. 08-0007 - RE: APPROVING A REQUEST FOR INSTALLMENT PAYMENTS OF CONNECTION CHARGES FOR CONNECTION TO THE SANITARY SEWERAGE 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. 04-1007**, adopted December 14, 2004, has established connection charges for connection to the sanitary sewerage system in Ravenna Township 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 installments;

Applicant:

Robert L. Lindsey (Owner)

by Deed Volume 1098 Page 407 & by Volume 1107 Page 865 of the Portage County Records of Deeds

Service Addresses: 4920 & 4924 State Route 59, Ravenna, Ohio 44266
4924 State Route 59, Ravenna, Ohio 44266

Parcel Numbers: 29-326-00-00-015-000
29-326-00-00-021-000

Property Description: Being a 1.62 acre parcel of land and a .92 acre parcel of land situated in Ravenna Township Original Lot 26S, Portage County, and State of Ohio;

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.

04-1007, adopted December 14, 2004, 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 \$12,984.00.

B. The connection charges shall be payable in 20 quarterly Installments beginning with the first sanitary sewer billing after connection to the sanitary sewer, 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 6.49 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 sewer 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 and the 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. **04-1007**.

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. 08-0008 - RE: APPROVING FINAL LEGISLATION FOR OHIO DEPARTMENT OF TRANSPORTATION PROJECT POR59-4.04, PID NO. 25837, IN THE PORTAGE COUNTY REGIONAL SEWER DISTRICT, FRANKLIN AND RAVENNA TOWNSHIPS.

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

WHEREAS, the Director of the Ohio Department of Transportation (ODOT) has identified the need for constructing a roadway improvement project, POR59-4.04, PID No. 25837, hereinafter referred to as the “PROJECT”; and

WHEREAS, the PROJECT will be constructed along State Route 59 in the Village of Brady Lake, and the Townships of Franklin and Ravenna; and

WHEREAS, the PROJECT is further described as “Upgrading and re-profiling of 1.91 miles of State Route 59 by full depth replacement, widening, and resurfacing, including the addition of a two way left turn lane, treated shoulder, curb and approximately 2.0 miles of new drainage ditches and storm sewer system, lying within Portage County”; and

WHEREAS, by Resolution No. 07-1180, adopted December 11, 2007 the Portage County Board of Commissioners, hereinafter referred to as “LPA”, resolved to cooperate with the Director of ODOT for the PROJECT; and

WHEREAS, a portion of the PROJECT involves the installation and/or relocation of water lines and sanitary force mains within the State right-of-way for State Route 59, hereinafter referred to as “WORK”; and

WHEREAS, by Resolution No. 07-1180, the LPA further resolved to agree to participate in the PROJECT by the Water Resources Department funding one hundred percent (100%) of the WORK; and

WHEREAS, the full costs associated with the WORK have now been estimated by ODOT to be Thirty Two Thousand Eight Hundred Ten and 00/100 Dollars (\$32,810.00), but may be adjusted in order that the LPA’s ultimate share of PROJECT shall correspond with percentages of the actual costs when said actual costs are determined; and

WHEREAS, the Director of ODOT has approved the LPA’s Resolution No. 07-1180, and has caused to be made plans, specifications and an estimate of costs and expense for the PROJECT, and has transmitted copies of the same to this LPA; and

WHEREAS, the LPA desires the Director of ODOT to proceed with the PROJECT; now therefore be it

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

Section 1. That the Portage County Board of Commissioners does hereby agree to execute a contract with the State, and that the President be, and is hereby authorized to execute said attached contract, providing for the payment \$32,810.00 to the Director of Transportation to complete the WORK.

Section 2. That funds in the amount of \$25,893.70 for the water portion of the WORK are available in 54004006 685000, from the 2008 budget.

Section 3. That funds in the amount of \$6,916.30 for the sanitary sewer portion of the WORK are available in 52004006 684000, from the 2008 budget.

Section 4. That the Portage County Board of Commissioners hereby requests the Director of ODOT to proceed with the aforesaid PROJECT.

Section 5. That a fully executed copy of this Resolution be transmitted to the Director of ODOT.

Section 6. That it is hereby found and determined that all formal actions of this Board concerning and relation to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Voice vote as follows:

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

* * * * *
RESOLUTION No. 08-0009 - RE: AUTHORIZING PORTAGE COUNTY WATER RESOURCES TO ENTER INTO A SLUDGE CAKE DISPOSAL CONTRACT WITH THE CITY OF WARREN FOR THE DISPOSAL OF SLUDGE CAKE FROM THE STREETSBORO WASTEWATER TREATMENT PLANT AT THE NATURES BLEND DISPOSAL FACILITY.

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

WHEREAS, the Streetsboro WWTP, in the Streetsboro Sewer District, currently provides sewer service to the Citizens of Streetsboro and surrounding communities and the City of Warren, which operates a Class A sludge disposal system, desires to enter into an agreement regarding the disposal of sludge cake, and

WHEREAS, in order for Streetsboro WWTP to comply with NPDES permit conditions, Portage County has requested the City of Warren dispose of any excess sludge cake or sludge cake generated as a result of emergency situations at their Nature’s Blend facility; and

WHEREAS, the City of Warren has provided the County with a Contract Agreement to dispose of Sludge Cake at their Nature’s Blend Biosolids facility; now therefore be it

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

Section 1. The Board of Commissioners agrees to enter into Sludge Cake Disposal Contract with the City of Warren for Sludge Cake disposal.

Section 2. That Portage County will dispose of any excess cake sludge not disposed of under the County’s current Biosolids program or any cake sludge not

disposed of due to emergency situations, at the City of Warren's "Nature's Blend facility.

Section 3. Funds are available in Portage County Funds 5200, and 5600; Dept 062 Biosolids, for this agreement.

Section 4. It is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Voice Vote as Follow:

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

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RESOLUTION No. 08-0010 - 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 January 8, 2008 in the total payment amount of \$ 5,364.20 for Fund 0001 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. 08-0011 - 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:

01/07/08	31	\$ 25,000.00
01/07/08	28	85.50
Total		\$ 25,085.50

and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in 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;

* * * * *

RESOLUTION No. 08-0012 - RE: REGIONAL PLANNING COMMISSION LOAN.

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

WHEREAS, the Portage County Regional Planning Commission is in need of repairs to the roof of its office building; and

WHEREAS, the Portage County Regional Planning Commission is in immediate need of \$50,000 to pay for repairs to the roof of its office building; and

WHEREAS, the Portage County Board of Commissioners is willing to loan the Regional Planning Commission the necessary funds for repairs to the roof of its office building; now therefore be it

RESOLVED, that the Portage County Board of Commissioners shall loan funds to the **Regional Planning Commission** in the amount of Fifty Thousand and 00/100 Dollars (\$50,000) to be used for costs associated with the repairs to the roof of the Regional Planning Commission office building; and be it further

RESOLVED, that the terms of this agreement follow:

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DISCUSSION/PENDING

January 8, 2008

- 1. Discussion: Cascades at Brimfield – the County Engineer to sign the documents presented by the Summit County Port Authority.

December 20, 2007 Journal Entry:

The Board of Commissioners agreed to rescind Journal Entry #10, adopted on December 11, 2007 agreeing to apply \$57,000 in interest earnings left in the Project Fund Account for The Cascades of Brimfield Project toward the special redemption of bonds. The decision was based on conversations with Summit County Port Authority and the Developer, whereas monies could be reprogrammed back to the developer for use in the hope of making a significant deal with another nationally known tenant, which will have a positive impact on sales tax for Portage County, the Board of Commissioners.

- 2. Discussion: Transfer Tax Review. Need one (1) month to advertise and hold two (2) public hearings.

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INVITATIONS/MEETING NOTICES

January 8, 2008

- 1. Invitation from Hiram Village for the Installation of Mayor and Members of Hiram Village Council on Wednesday, January 2, 2008, 7:00 PM at Hiram Village Hall, 11617 Garfield Rd.
- 2. Invitation for the production of “Bourbon at the Border” on Saturday, January 19, 2008, 8:00 PM (reception following the performance), The Cleveland Play House.
- 3. Meeting notice for the Regional Planning Commission meeting on Wednesday, January 9, 2008, 3:30 PM and 4:30 PM.
- 4. Invitation for the Portage County Association of Realtors for the 22nd Annual Inaugural & Awards Banquet on Saturday, January 26, 2008 at NEOUCOM Conference Room, 6:00 PM.

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INCOMING CORRESPONDENCE

January 8, 2008

- 1. Board of Commissioners’ authorization requested to pay Invoice No. 08-20 dated January 2, 2008 for 2008 Annual membership dues for the balance of 2008 \$83,816.80, as presented by the Regional Planning Commission. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized./Journal Entry
- 2. December 10, 2007 correspondence from Barb Petroski, Portage County Chapter The Ohio Genealogical Society, requesting a tour of the Microfilm Center (old Nursing Home) on Saturday, April 19, 2008 or Saturday, May 17, 2008/Clerk to ask Director Frank Whitney for a copy of his protocols/procedures prior to approval of this request.

3. December 28, 2007 e-mail from “Stephanie” regarding Portage County Online survey. (Forwarded to Brian Boykin, Job and Family Services on December 28, 2007)./Information Only.
4. December 28, 2007 e-mail from Penny Ray, Job and Family Services, in response to “Stephanie’s” Online survey./Information Only.
5. Undated correspondence (received December 31, 2007) from Terry Reuss Fell, US Department of Homeland Security FEMA, regarding the public Flood Risk Information Open House scheduled for Wednesday, January 30, 2008 from 4:30-7:30 PM at the County Engineer’s Facility. The Community Official meeting before the Open House will be at 1:30-3:30 PM at the same location/Add to the Board of Commissioners calendar. CBO Bob Wrentmore attending.
6. December 26, 2007 memo from Fran Bailey, Portage County Agricultural Society dba Randolph Fair, regarding advertising in the 2008 Randolph Fair Premium Book. (2008 is Randolph Fair’s 150th Birthday)/Each Commissioner to pay individually.
7. The Board of Commissioners received the Transporting Report for November 2007, as presented by the Portage County Sheriff./Journal Entry
8. The Board of Commissioners received the Fall/Winter 2007-Spring 2008 correspondence from Sharon Barnes, Ohio Compost Association, Inc., regarding four free training sessions for compost facility operators from January-March 2008. Does the Board wish to send a representative./ Forward to the Solid Waste Management District and Water Resources Department.
9. The Board of Commissioners received the Portage County Dog Warden Weekly Report for the week ending December 30, 2007, as presented by the Acting County Dog Warden, Jon Barber./Journal Entry
10. December 28, 2007 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimate Resources for the fiscal year beginning January 1, 2007 as presented by the Portage County Auditor’s Office./Journal Entry
11. The Board of Commissioners received the December 27, 2007 correspondence from the Portage County Sheriff’s Office including the Monthly Record of Proceedings and Transactions for December 2007 in accordance with Ohio Revised Code Section 13.2.4./Journal Entry
12. December 27, 2007 correspondence from Mickey Marozzi, County Engineer, regarding Agricultural Security Area #1 Hiram Township Public Hearing/Journal Entry receipt.
13. December 27, 2007 memo from Cheryl Subler, County Commissioners' Association of Ohio, requesting feedback on a draft Subgrant agreement from Ohio Job and Family Services. (Comments attached from Denise Smith and Carol Kurtz).
14. The Board of Commissioners received the monthly operating expenses and caseload report for County Public Defender’s Office for September 2007 as presented by the County Auditor’s office./Journal Entry
15. The Board of Commissioners received the monthly operating expenses and caseload report for County Public Defender’s Office for October 2007 as presented by the County Auditor’s office./Journal Entry

16. December 26, 2007 e-mail from Commissioner Frederick to Harold Huff, Water Resources Department regarding Jason Isroff's sewer bill./Journal Entry removal of fees.
17. December 26, 2007 memo from Carol Kurtz, Internal Auditor, regarding the Dog Warden's Office Security and Control of Dangerous Drugs (Ohio State Board of Pharmacy Rule 4729-9-11 & 4729-9-18)./Information Only.
18. December 18, 2007 correspondence from Matthew Dietrich, Ohio Rail Development Commission, inviting the Board to submit projects to be considered for grant and loan funding under the ORDC's Rail Line Rehabilitation Program./Forward to Economic Development for review and comment.
19. December 24, 2007 correspondence from Nicholas Codrea, Labor Consultants, requesting a meeting with the Board regarding cost effective health care cost containment and Collective Bargaining Agreements./Commissioner Smeiles to contact Mr. Codrea.
20. January 2, 2008 correspondence from Janet Esposito, Board of Revisions, regarding the Organizational meeting for the Portage County Board of Revision (tax year 2007) on Monday, January 14, 2008 at 10:30 AM, 5th Floor County Auditor's Office./Information Only.
21. December 20, 2007 memo from Christy Esler, Ravenna Army Ammunition Plant Restoration Advisory Board, including a voting ballot for one (1) vacant position on the Restoration Advisory Board. Completed ballot must be returned by Thursday, January 10, 2008./Commissioner Smeiles to review the applications. Bring back January 10th.
22. January 4, 2008 e-mail from Kerry Macomber, Executive Assistant, regarding the Emergency Food and Shelter Program appointment./On the Board's agenda for Organization Day Monday, January 14, 2008.
23. January 3, 2008 correspondence from Joseph Ruby, Area Agency on Aging, requesting local share matching funds for 2008./Journal Entry payment by Director Sally Kelly, Senior Center.
24. December 28, 2007 correspondence from Terri Dvis-Stuckey, Ohio Department of Health, regarding eligibility to participate in the Ohio Department of Health Subgrantee Flexibility Policy during 2008./Forward to the Internal Auditor for review and comment.
25. On January 3, 2008, the Board of Commissioners received William Steiner's signature on the December 27, 2007 acceptance correspondence as Portage County Solid Waste Management District's new Coordinator effective Monday, December 31, 2007./Journal Entry
26. January 3, 2008 e-mail from Bill Steiner, Solid Waste Management District, regarding the Record Courier newspaper article from January 3, 2008/Information only
27. January 2, 2008 e-mail from Michelle Ripley, Safety Loss Control, regarding the Bureau of Workers Compensation Safety Council meeting which one Board member should attend in order to receive an incentive check for Portage County./Commissioner Frederick and Commissioner Smeiles to attend.
28. The Board of Commissioners received a Journal Entry from the Portage County Municipal Court indicating Judge Barbara Oswick is the Administrative and Presiding Judge for the year 2008./Information Only.

29. The Board of Commissioners received an undated correspondence (received January 3, 2008) from Terry Ruess Fell, US Department of Homeland Security FEMA, to Dan Dobrilovic, City of Ravenna, regarding Flood Risk information./Information Only.
30. December 13, 2007 correspondence from Todd Puster, regarding the Portage County District Library Board of Trustee vacancy./Clerk to schedule interview.
31. January 2, 2008 correspondence from Eugene Roberts, AMATS, regarding appointments for 2008. (On Agenda for Monday, January 14, 2008).

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INFORMATION ONLY

January 8, 2008

32. December 28, 2007 correspondence from Sheriff Duane Kaley to Portage County Auditor Janet Esposito, including a computer print out for expenditures for 2007 Transportation of Prisoners as required by ORC Section 325.07.
33. December 31, 2007 correspondence from Sherri McGlothlin, Sheriff's Department, regarding jail reports for 2007.
34. December 26, 2007 correspondence from Gary Johnson, Johnson Miller & Schmitz LLP, regarding firm partnership additions.
35. December 2007 correspondence from Larry Naake, NACo, including two new NACo publications entitled *Indoor Air Quality Resource CD for Counties* and *Air Quality Improvement Guide for Local Government*.
36. Undated correspondence (received December 28, 2007) from Range Resources, regarding a name change notification from Great Lakes Energy Partners LLC to Range Resources Appalachia, LLC effective August 31, 2007.
37. The Board of Commissioners received The AMATS Quarterly newsletter for 4th Quarter 2007.
38. The Board of Commissioners received the Consumers' Corner newsletter for September/October 2007 as presented by the Office of the Ohio Consumers' Counsel.
39. December 28, 2007 correspondence from Linda Carlisle, Big Brothers & Sisters, thanking the Board for its donation to the Cars for Kids program.
40. December 24, 2007 correspondence from Venita Collins, Home Savings, regarding its financial services.
41. January 4, 2008 e-mail from Heidi Horvath, regarding the Portage County on-line survey regarding voting in Portage County (document forwarded to the Board of Elections for comment).
42. January 2, 2008 e-mail from an unknown citizen regarding the Portage County on-line survey and the benefits of being a county employee.

43. December 19, 2007 e-mail from an unknown citizen regarding the Portage County on-line survey and Children's Services.

44. The Board of Commissioners received the Streetsboro Chamber Hub newsletter for January 2008.

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Journal Entry
January 8, 2008

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

1. The Board of Commissioners approved the January 8, 2008 request to purchase six pick up trucks and one heavy duty F550 diesel crane truck through the State Cooperative Purchasing program for a cost, including delivery, of approximately \$236,100.00, as presented by the Director of the Water Resources Department. Funding for this purchase has been included in the approved 2008 operating budget. The Board of Commissioners notes that this approval is contingent upon review by Internal Services Director JoAnn Townend.
2. The Board of Commissioners authorized payment of Invoice No. 08-20 dated January 2, 2008 for 2008 Annual membership dues for the balance of 2008 \$83,816.80, as presented by the Regional Planning Commission. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized.
3. The Board of Commissioners acknowledged the receipt of the Transporting Report for November 2007, as presented by the Portage County Sheriff.
4. The Board of Commissioners acknowledged the receipt of the Portage County Dog Warden Weekly Report for the week ending December 30, 2007, as presented by the Acting County Dog Warden Jon Barber.
5. The Board of Commissioners acknowledged the receipt of the December 28, 2007 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimate Resources for the fiscal year beginning January 1, 2007, as presented by the Portage County Auditor.
6. The Board of Commissioners acknowledged the receipt of the December 27, 2007 correspondence from the Portage County Sheriff including the Monthly Record of Proceedings and Transactions for December 2007 in accordance with Ohio Revised Code Section 13.2.4.
7. The Board of Commissioners acknowledged the receipt of the monthly operating expenses and caseload report for County Public Defender for September 2007, as presented by the County Auditor.
8. The Board of Commissioners acknowledged the receipt of the monthly operating expenses and caseload report for County Public Defender for October 2007, as presented by the County Auditor.
9. The Board of Commissioners agreed to waive the penalty of \$16.72 for the water and sewer accounts for Jason Isroff, 5307 Deer Trace Drive in Kent, Account No. 299 37190 00, as presented by Harold Huff, Water Resources Department. The Board of Commissioners noted that Mr. Isroff has a good previous payment history.

10. The Board of Commissioners acknowledged the receipt of signed letter of acceptance from William Steiner, as the District Coordinator of the Portage County Solid Waste Management District effective Monday, December 31, 2007.
11. The Board of Commissioners approved the following Personnel Requisitions, as presented by Lynn Leslie, Director of the Portage County Human Resources Department and approved by Department of Job & Family Services Director Anita Herington:

DEPARTMENT	JOB TITLE	GRADE	ACTION
Job & Family Services	Pediatric Nurse Practitioner Replacement for Jill Smith	MGT 7	Post Internally and Externally

12. The Board of Commissioners signed the Personnel Action Form authorizing the full time permanent hire of John T. Donat as a Social Services Worker 3 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.
13. The Board of Commissioners acknowledged the receipt of the December 27, 2007 correspondence from Mickey Marozzi, Portage County Engineer, clarifying his remarks regarding the proposed Agricultural Security Area #1 Hiram Township at the December 27, 2007 Joint Public Hearing and identifying the three parcels cited at the Public Hearing as within the proposed Agricultural Security Area #1 Hiram Township area but not included in the Agricultural Security Area #1 Hiram Township.
14. The Board of Commissioners authorized payment of \$1,452 as the Portage County local share match to the Area Agency on Aging, 10B, Inc. for the time period October 1, 2007 through September 30, 2008, as presented by Joseph Ruby, Area Agency on Aging.
15. On December 18, 2007, the Board of Commissioners adopted a Journal Entry acknowledging the receipt of the January 12, 2007 correspondence from Nancy Cowan, Deerfield Township, including Resolution No. 07-30 requesting that the Board of Commissioners vacate Reiger Drive. (TH 456). The Board referred this correspondence to Chris Meduri, Prosecutor's Office before initiating the vacation procedure in order to allow Mr. Meduri to review the Ohio Revised Code. Mr. Meduri has confirmed that the vacation process should move forward.

Today, the Board of Commissioners noted that the Township has corrected a parcel number listed in their Resolution 07-30 dated October 8, 2007 from "08-012-10-00-004 on its southwest corner..." to "08-012-10-00-044 on its southwest corner..."

The Board of Commissioners also set the Vacation Public Hearing date as Thursday, January 31, 2008 at 11:00 AM in their Board Room.

16. The Board of Commissioners signed the Finding of Categorical Excluded Projects for the 2007 Formula Grant (Sidewalk improvements in Windham Village and Neighborhood Development Services Inc./Community Center in Ravenna, Ohio 44266 Township), the Finding of Exemption for the 2007

Formula Grant (Sidewalk improvements in Windham Village and Neighborhood Development Services Inc./Community Center in Ravenna, Ohio 44266 Township), and authorized Commissioner Frederick to sign the Certification of Determination of Subsequent Exemption for a Categorical Exclusion Project(Sidewalk improvements in Windham Village and Neighborhood Development Services Inc./Community Center in Ravenna, Ohio 44266 Township) and the Ohio Department of Development Office OHCP Request for Release of Funds and Certification for Federally Funded State Projects (Senior Center renovation in Ravenna City, new construction of three houses in Atwater Township and a house repair in Streetsboro), as presented by the Regional Planning Commission. Internal Auditor Carol Kurtz reviewed the documents noting that they appear to be appropriate for the circumstances described.

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 **January 8, 2008**. 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 **3:43 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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