

Thursday, January 17, 2008

The Board of County Commissioners met in regular session on **Thursday, January 17, 2008 at 9:16 AM** with the following members present:

Christopher Smeiles

Charles W. Keiper II

Maureen T. Frederick

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It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick to approve the meeting minutes of the January 15, 2008 meeting. All in favor, motion carries

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

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BIG BROTHERS & SISTERS

Present: Linda Carlisle

Ms. Carlisle attending to receive a Proclamation naming January 2008 as Mentoring Month

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SENIOR CENTER DIRECTOR

Present: Sally Kelly

Discussion of the Senior Center relocation. Director Kelly advised that the plans are moving along. The expenses for the temporary relocation scheduled for January 30th. Family & Community Services is providing the moving service from the Administration Building to Oakwood Street. The Center will be closed on January 30 and 31st to accommodate the move. The seniors are involved in the move with some moving boxes, some buying curtains, etc.

The budget should include a new refrigerator and freezer with locks.

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INTERNAL SERVICES

Present: JoAnn Townend

DISCUSSION

1. JoAnn Townend gave the Board of Commissioners the Senior Center update. The total cost of the project is \$156,799 plus the purchase of a locking refrigerator and freezer.

2. JoAnn Townend has the name of the photographer who took photos of the Courthouse when that project was completed. The Board of Commissioners agreed that JoAnn Townend should determine the cost of a photo of the Veteran's Memorial. Russ Marris has advised that the service flags should not be left on the flagpoles. The Board of Commissioners agreed that the county would purchase new flags, as needed, or other

service clubs should provide new flags. Perhaps each Post could provide new flags, as needed. Clerk to prepare a letter to each post about providing flags using their BINGO money.

3. The Board of Commissioners agreed that JoAnn Townend should prepare the RFQ for Aviation Consulting Services for the Airport Board.
4. Phoenix Distributors, Inc. demonstrated their lubricants for HVAC equipment. Dan Kelly met with Tim Miller to come up with \$7,350 for 210 tons of lubricant, which will be added to the equipment during the spring maintenance conversions. This should save the county in electric costs and service. JoAnn Townend to work with the Department of Budget & Financial Management to move that money into the Maintenance Budget.
5. The Board of Commissioners noted that Leigh Prugh had given them a copy of the Monitoring Service Agreement for ankle bracelets for convicted residents for the Adult Probation Department. This agreement is for the monitoring of those with ankle bracelets.
6. Architect Dave Sommers and Bill Lillich would like to meet with the Board of Commissioners to update the Commissioners on the Kent Municipal Court, which now includes three courtrooms and a larger footprint. Clerk to schedule the architect, Municipal Court Judges, Clerk of Courts and the Prosecutor for a luncheon on January 31st, if possible.

RESOLUTIONS

1. Enter into amendment No. 1 with the State of Ohio, Ohio Rail Development Commission./08-066
2. Enter into an agreement with the Auditor of State, Local Government Services Division./08-067
3. Set proposal date for qualifications for professional design services for various water & wastewater projects for 2008./08-068

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HUMAN RESOURCES

Present: Lynn Leslie, CBO Bob Wrentmore

Commissioner Keiper asked Lynn Leslie what the process is for consideration on a position for which a person applied (ED Director) and then was not filled. Lynn Leslie advised that letters went out to those who applied for this position when it was first advertised.

Commissioner Frederick asked CBO Wrentmore if there is any way to provide electricians with a faxed or emailed permit. CBO Wrentmore will respond directly to Larry Buehler.

10:40 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Charles W. Keiper II**, seconded by **Maureen T. Frederick** that the Board of Commissioners move into executive session to discuss an employment issue in Building Department. **Also present: Human Resources Department Director and CBO Bob Wrentmore.** Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

10:50 AM Upon conclusion of the above referenced discussion, it was moved by **Charles W. Keiper II** seconded by **Maureen T. Frederick** 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 agreed to hire Kohei Ishikawa as a part-time County employee as a Plans Examiner.

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COUNTY TREASURER
Present: Steve Shanafelt, Audrey Tillis

Discussion of the Treasurer's 2008 Budget.

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RESOLUTION No. 08-0060 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick 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 17, 2008 in the total payment amount of **\$ 508,788.28 for Funds 0001-8400** 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:

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

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RESOLUTION No. 08-0061 - RE: WIRE TRANSFER APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick 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 17, 2008 in the total payment amount as follows:

- 1. \$134,837.17 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 Friday, January 18, 2008

\$ 134,837.17

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:

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

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RESOLUTION No. 08-0062 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick 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:

01/17/08	286	\$ 27,625.30
01/17/08	285	953.88
01/17/08	284	49,348.16
01/17/08	282	10,248.30
01/17/08	281	18,737.97
01/17/08	268	25,927.84
01/17/08	267	3,351.80
01/17/08	260	4,440.00
01/17/08	272	1,421.09
01/17/08	270	167.57
01/17/08	266	2,512.00
01/17/08	263	3,489.00
01/17/08	261	1,541.00
Total		\$ 149,767.91

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:

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

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RESOLUTION No. 08-0063 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick 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 **\$341,408.44** as set forth in Exhibit "A" dated **January 17, 2008** 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:

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

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RESOLUTION No. 08-0064 - RE: ACCEPT THE OFFICE OF CRIMINAL JUSTICE SERVICES (OCJS) SUBGRANT AWARD TITLED THE CHILDREN'S ADVOCACY CENTER OF PORTAGE COUNTY, BYRNE/JAG SUBGRANT NO. 2007-JG-D01-6467 FOR THE GRANT YEAR 2008 (RESUBMISSION OF BYRNE/JAG 2006-JG-D01-6467/2004 BJ-D01-6467).

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick that the following resolution be adopted:

WHEREAS, the Board of Portage County Commissioners adopted Resolution 07-0589 authorizing the resubmission of electronic Subgrant application of Grant No. BYRNE/JAG 2006-JG-D01-6467/2004 BJ-D01-6467) to the Ohio Office of Criminal Justice Services for funding under the JAG/Edward G. Byrne Memorial State and Local Law Enforcement Assistance Formula Grant Program for the project period of January 1, 2008 to December 31, 2008 for \$50,006.91 from OCJS with a cash match of \$16,668.97 being provided by the Center through Portage County United Way Funds for a total amount of \$66,675.88; now therefore be it

RESOLVED, that the Board of Portage County Commissioners accepts grant No. 2007-JG-D01-6467 from the Ohio Office of Criminal Justice Services (OCJS) for funding under the JAG/Edward G. Byrne Memorial State and Local Law Enforcement Assistance Formula Grant Program for the project period of January 1, 2008 to December 31, 2008 for \$50,006.00 from OCJS with a cash match of \$16,669.00 being provided by the Center through Portage County United Way Funds for a total amount of \$66,675.00; now therefore be it

RESOLVED, that the Board of County Commissioners designates The Children's Advocacy Center of Portage County as the administering organization, and be it further

RESOLVED, that The Children's Advocacy Center of Portage County shall be completely responsible for providing the total local match funds in the amount of \$16,668.97, and be it further

RESOLVED, that a copy of this resolution will be filed with the Portage County Auditor's Office, the Portage County Department of Budget & Financial Management, and the Portage County Internal 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.

Voice vote as follows:

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

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RESOLUTION No. 08-0065 - RE: AGREE TO ENTER INTO AN ALLOWABLE COST AGREEMENT FOR TITLE III/SBG SERVICES FUNDED BY THE AREA AGENCY ON AGING, 10B, INC. FOR PORTAGE COUNTY SENIOR CENTER. (SOCIALIZATION)

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick that the following resolution be adopted:

WHEREAS, the Area Agency on Aging, 10B, Inc. is authorized by the Ohio Department of Aging to receive and disburse Agency Funds and to monitor the expenditure of such funds to assist in the provision of social services to persons aged 60 or older; and

WHEREAS, the Portage County Board of Commissioners is authorized to utilize the Agency Funds to assist in meeting the health and human service needs of persons aged 60 or older in order to promote independent living and thereby reduce unnecessary institutionalization (socialization); and

WHEREAS, the Portage County Commissioners are required to deliver services purchased with Agency Funds and such other funds as described in Section II of this Agreement throughout the entire term of this Agreement; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into said agreement between it and the Area Agency on Aging, 10B, Inc., (Socialization) for the term commencing **October 1, 2008 and ending September 30, 2009** as follows:

	<u>FY '09</u>	<u>FY '010</u>
Title III B Requested	\$ 4,750.00	\$ 4,750.00
Local Matching Funds (In Kind)	\$ 26,250.00	\$ 26,250.00
Project Income	\$ 4,000.00	\$ 4,000.00
Total Contract Revenue	\$ 35,000.00	\$ 35,000.00

and be it further

RESOLVED, that on its behalf the Board of Commissioners does hereby authorize the President of the Board to sign the Agreement; 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:

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

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RESOLUTION No. 08-0066 - RE: ENTER INTO AMENDMENT NO. 1 TO THE GRANT AGREEMENT BETWEEN THE STATE OF OHIO, OHIO RAIL DEVELOPMENT COMMISSION AND THE PORTAGE COUNTY BOARD OF COMMISSIONERS.

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick that the following resolution be adopted:

WHEREAS, an agreement between the State of Ohio, Ohio Rail Development Commission and Portage Private Industry Council was entered into on February 17, 1995 with regard to ownership of the Freedom Secondary Track; and

WHEREAS, Portage Private Industry Council transferred the Freedom Secondary Track to the Portage County Board of Commissioners on February 24, 2004 through resolution 04-0117; and

WHEREAS, section 10 of the Original Agreement requires the Ohio Rail Development Commission to consent to any rail access or excursion agreement; and

WHEREAS, the State of Ohio, Ohio Rail Development Commission and the Portage County Board of Commissioners the successor to the PPIC original agreement would like to amend the original contract by deleting article 10 in its entirety; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into an Amendment No. 1 between the Board and the State of Ohio, Ohio Rail Development Commission to delete article 10 of the original agreement in its entirety; 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. 08-0067 - RE: ENTER INTO AN AGREEMENT WITH LOCAL GOVERNMENT SERVICES DIVISION OF THE AUDITOR OF STATE OF OHIO FOR CONVERSION OF DATA FOR THE PREPARATION OF FINANCIAL STATEMENTS FOR PORTAGE COUNTY FOR THE YEAR ENDING 2007.

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick that the following Resolution be adopted:

RESOLVED, that sealed proposals, therefore, will be accepted by the Portage County Director of Internal Services, 7th floor- room 701, Portage County Administration Building, 449 South Meridian St., Ravenna, Ohio until 3:00 p.m., E.S.T. on February 25, 2008; and be it further

RESOLVED, that the notice of receiving proposals shall be published in the Record Courier on January 24, and February 6th 2008 and a copy thereof be posted on the County's website and bulletin board of the Board forthwith; 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. 08-0069 - RE: BOARD OF COMMISSIONERS' APPOINTMENT TO THE TAX INCENTIVE REVIEW COUNCIL FOR THE CITY OF STREETSBORO.

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick that the following Resolution be adopted:

WHEREAS, the Tax Incentive Review Council (TIRC) is an inter-jurisdictional body created to review and evaluate the performance of each Enterprise Zone Agreement; and

WHEREAS, the council is to annually review each Enterprise Zone Agreement and determine whether or not businesses have complied with the terms and conditions of the agreement; and

WHEREAS, there are several opening on the Tax Incentive Review Council for the City of Streetsboro; and

WHEREAS, Streetsboro Mayor Thomas Wagner has recommended Nick Funari to serve on this Board; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby appoint the following as a representatives for the City of Streetsboro:

Nick Funari
597 Ravenna Road
Streetsboro, Ohio 44241; and be it further

RESOLVED, that Mr. Funari will serve an unexpiring term commencing January 17, 2008; and be it further

4. Invitation from NACo for the 2008 Legislative Conference, Saturday, March 1-Wednesday, March 5, 2008, Hilton Washington, DC.
5. Invitation from the Rootstown Chamber of Commerce for the Installation and Networking Dinner on Tuesday, January 22, 2008, 6:00 PM, Rico's Restaurant, Brimfield.

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INCOMING CORRESPONDENCE

January 17, 2008

DISCUSSION

1. January 9, 2008 e-mail from Nina Holliday, Team Northeast Ohio, regarding Economic Development call for nominations for the Impact Awards. Deadline for entries is March 14, 2008/Bring back – Board of Commissioners to consider who to nominate.
2. January 15, 2008 correspondence from Ray Drotar, Record Courier, including a quote for the Annual Report./Journal Entry
3. January 15, 2008 correspondence from Rick Hawksley, Design with a Vision, regarding meeting results regarding temporary space for the relocation of the Senior Center/JoAnn Townend to bring back the contract for Board signatures.
4. January 15, 2008 correspondence from Brad Turner, Communications Factory, regarding the 2007 Annual Report estimate and timing./Journal Entry
5. January 14, 2008 correspondence from Steve Colecchi, Robinson Memorial Hospital, requesting review of a press release announcing a Memorandum of Understanding between the Portage County Community Health Center and Akron Community Health Resources, Inc./Information only
6. January 14, 2008 e-mail from Pat Macke, MR/DD, requesting a meeting with the Board regarding Unit B labor contract./Clerk to schedule.
7. Board of Commissioners' authorization requested to approve the January 14, 2008 request from the City of Ravenna for a Chalk Festival on Ravenna's downtown sidewalks on Saturday-Sunday, May 17-18, 2008 from 11:30 AM-4:00 PM./Journal Entry
8. Commissioner Smeiles received information from Charles Canter regarding the Sheriff's Department/Forward to the Sheriff and Denise Smith.
9. December 17, 2007 correspondence from Michael Bogo, Neighborhood Development Services Inc., requesting the Board authorize payment for previously completed Habitat for Humanity new construction work from the Section 17 RLF./Journal Entry
10. January 9, 2008 e-mail from Commissioner Frederick, regarding the County's website and the Portage County Regional Airport Authority/Clerk to contact Tim Paul and advise him that the Airport website is accessible from the Portage County website.

JOURNAL ENTRIES

1. Board of Commissioners' signature requested on the payment authorization form for \$ 123.48 payable to Record Publishing for advertising services as requested by the Regional Planning Commission. The B-F-06 Formula Grant Activity #08 General Administration is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the payment appears to be appropriate and correct.
2. January 9, 2008 correspondence from Rootstown Area Chamber of Commerce, including an invoice for 2008 membership dues \$50.00./Forward to Economic Development for payment.
3. January 2, 2008 correspondence from Ravenna Area Chamber of Commerce, including an invoice for 2008 membership dues \$100.00./Forward to Economic Development for payment.
4. January 14, 2008 correspondence from Janet Esposito, County Auditor, requesting use of Meeting Room 605 for the Board of Revisions hearings./Forward to Human Resources Department for scheduling.
5. Board of Commissioners' authorization requested to pay Invoice No. 27711 dated December 31, 2007 to Christley, Herington & Pierce for 2006 Sheriff's Negotiations \$ 361.50.
6. Board of Commissioners' authorization requested to pay the Invoice from Kent Area Chamber of Commerce for 2008 Membership dues \$ 200.00./Forward to Economic Development for payment.
7. Board of Commissioners' authorization requested to have Commissioner Smeiles sign the Portage County Commissioners RLF Check No. 1108 dated January 14, 2008 to McLean Home Improvements for \$8,550.00 for rehab at the residence of Carol Reddick, 4865 Streeter Rd., Streetsboro as presented by Neighborhood Development Services Inc. Documents reviewed by Carol Kurtz, Internal Auditor noting all documents appear to agree and to be properly authorized/Hold for additional information from the Neighborhood Development Services Inc.

REFERRED

1. December 27, 2007 correspondence from Francis McNally, US Department of Housing and Urban Development, requesting completion of the Certificate of Project Completion for Grant No. B-05-SP-OH-0922 and Grant Closeout Agreement for B-05-SP-OH-0922./Forwarded to Kerry Macomber for follow up.
2. January 1, 2008 correspondence from the National EDI-SP Program of Community Planning and Development, reminding Portage County that the semi-annual report for the EDI-SP project is due in 30 days./Forward to Kerry Macomber for follow up.
3. January 8, 2008 memo from Linda Modry, Ohio Department of Youth Services, regarding proposed administrative rule changes DYS Subsidy Grant. Comments on the draft rule and rule revision are requested by Thursday, January 24, 2008./Forwarded to Denise Smith, Prosecutor's Office and Carol Kurtz, Internal Auditor for review and comment.
4. The Board of Commissioners received information from NACo regarding National County Government Week Sunday, April 6, 2008-Saturday, April 12, 2008. NACo requests a listing of activities and programs if Portage County is participating./Forwarded to Job and Family Services for review and comment.

INFORMATION ONLY

1. January 10, 2008 correspondence from Carol Guercio, Ohio Department of Development, regarding a monitoring visit for Grant No. B-F-05-062-1 (cc: Regional Planning Commission).
2. January 12, 2008 correspondence from Jean Davis, Board of Elections, regarding additional space and two (2) new full time hires.
3. January 9, 2008 e-mail from Harold Huff, Water Resources Department, regarding Tim Ryan's FY2009 Appropriation Request form.
4. January 15, 2008 e-mail from Commissioner Smeiles to Mickey Marozzi, County Engineer, regarding Waterloo and Mishler Roads, Suffield Township.
5. The Board of Commissioners received the Coleman Professional Services newsletter Volume 4, 2007.
6. The Board of Commissioners received The Town Holler newsletter dated January 2008.

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PROSECUTOR'S CORRESPONDENCE

January 17, 2008

1. January 14, 2008 e-mail from Chris Meduri, regarding Beck Road vacation plat/Information only.
2. January 14, 2008 e-mail from Leigh Prugh, regarding Streetsboro-Portage County water agreement negotiations.

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Journal Entry

January 17, 2008

Motion by Charles W. Keiper II, seconded by Maureen T. Frederick to approve the following actions:

1. The Board of Commissioners accepted the January 15, 2008 proposal from Brad Turner, Communications Factory, for agency services, production and miscellaneous charges for the 2007 Annual Report for an estimated total of \$20,075.00.
2. The Board of Commissioners approved the January 15, 2008 quote from Ray Drotar, Record Courier, for the insertion of the 2007 Annual Report in the Record-Courier, the Aurora Advocate and the Gateway News for \$1,479.50.
3. The Board of Commissioners approved the January 14, 2008 request from the City of Ravenna for the use of the Courthouse Lawn for a Chalk Festival on Ravenna's downtown sidewalks on Saturday-Sunday, May 17-18, 2008 from 11:30 AM-4:00 PM. The Board of Commissioners agreed that the City Police Department should provide security services. Forwarded to the Internal Services Director to prepare the necessary agreement.
4. The Board of Commissioners accepted the recommendation from Deputy Director Michael Bogo, Neighborhood Development Services Inc., and authorized the use of Section 17 funds to replace CHIP

funds reallocated to projects other than the designated Habitat for Humanity project due to the extraordinary time it has taken to process the required Environmental Review for New Construction Activity. The New Construction funds are to be re-programmed to Private Rehab (\$70,000) and Down Payment Assistance(DPA)/Rehab (\$40,000). The Board of Commissioners noted that they sent a December 20, 2007 request to the Ohio Department of Development, OHCP, requesting the reprogramming of funds in the 2006 Portage County CHIP (B-C-06-062-2).

5. The Board of Commissioners signed the payment authorization form for \$123.48 payable to Record Publishing for advertising services, as presented by the Regional Planning Commission. The B-F-06 Formula Grant Activity #08 General Administration is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the payment appears to be appropriate and correct.
6. The Board of Commissioners approved payment for all 2008 Membership dues from Portage County Chambers of Commerce by the Portage County Department of Economic Development.
7. The Board of Commissioners approved the January 14, 2008 request from County Auditor Janet Esposito for use of Meeting Room 605 for the Board of Revisions hearings. Forward to Human Resources Department for scheduling.
8. The Board of Commissioners authorized payment of Invoice No. 27711 dated December 31, 2007 from Christley, Herington & Pierce for the 2006 Sheriff's Negotiations in the amount of \$361.50.
9. The Board of Commissioners accepted the January 10, 2008 recommendation from Water Resources Department Director Harold Huff and authorized the full time permanent hire of John Vence as a Design Engineer for the Portage County Water Resources Department, as presented by the Human Resources Department and approved by the Water Resources Department Director Harold Huff. The Board of Commissioners notes that this hire is contingent upon the applicant passing a pre-employment physical and drug screen.
10. The Board of Commissioners signed the Personnel Action Form authorizing a rate increase upon the successful completion of probation for Mahasin Askia as a Certified Medical Assistant/Receptionist for the Portage County Department of Job & Family Services, effective January 14, 2008, as presented by Human Resources Department Director Lynn Leslie and approved by Department of Job & Family Services Director Anita Herington.
11. After meeting today in an Executive Session with Human Resources Department Director Lynn Leslie and Chief Building Official Bob Wrentmore, the Board of Commissioners agreed to hire Kohei Ishikawa as a part-time County employee, Plans Examiner.
12. In accordance with Commissioners' Resolution 07-1185, the Board of Commissioners signed the Indemnity Agreement for the Delta Systems, Inc. Bond Issue, as presented by Buckingham, Doolittle & Burroughs, LLP.

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 17, 2008**. There being no further business to come before the Board, it was moved by Charles W. Keiper II, seconded by Maureen T. Frederick to adjourn the official meeting at 11:45 AM. All in favor, motion carries.

Christopher Smeiles, President

Charles W. Keiper II, Vice President

Maureen T. Frederick, Board Member

Deborah Mazanec, Clerk

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