

Tuesday, January 22, 2008

The Board of County Commissioners met in regular session on **Tuesday, January 22, 2008 at 9:30 AM** with the following members present:

Christopher Smeiles

Charles W. Keiper II

Maureen T. Frederick

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It was moved by Maureen T. Frederick, seconded by Charles W. Keiper II to approve the meeting minutes of the January 17, 2008 meeting. All in favor, motion carries

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Also attending throughout the day: Mike Sever, Record-Courier; Kevin Kolous, Kent Stater

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PROSECUTOR

Present: Denise Smith

Review of the Prosecutor's Pending List

1. APL Lease

Commissioner Smeiles noted that he was contacted by an APL Board Member concerned with the inclusion of non-exclusive language in the proposed lease. Denise Smith advised that Attorney Sandvoss can make changes to the proposed language and she would bring it back to the Board of Commissioners.

2. Commissioner Keiper is contacting the Mayor of Ravenna to determine the status of the return of the bond issued for the city's water plant by Richard L. Bowen & Associates.

Prosecutor's Correspondence

1. January 16, 2008 confidential e-mail from Leigh Prugh, regarding Brian and Nancy Ward and sewer tie in at 3867 Randolph Road, Mogadore/Information only
2. January 17, 2008 correspondence from Leigh Prugh to Brian and Nancy Ward, regarding a release agreement/Information only
3. January 16, 2008 correspondence from Leigh Prugh to John Flynn, regarding proposed changes to the lease agreement with Home Savings Bank/Information only

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WATER RESOURCES

Present: Harold Huff

1. RESOLUTION - Enter into an agreement for engineering services between Richard L. Bowen + Associates, Inc. and the Portage County Board of Commissioners relative to the Cleveland to Aurora Water Line, Phase 2, Project No. SH W (06-300), in Portage County Regional Sewer District./08-0074

- 2. RESOLUTION - Enter into the fifth year of a five (5) year agreement between the County of Portage and Michael L. and Sandra J. West for the lease of land for the purpose of disposal and reuse of liquid and cake sludge on approved application sites./08-0075
- 3. SIGNATURES -Approval of proposals for Workman Industrial Services, Bochert Excavating and H. Luli to be accepted for emergency and general contract services./Journal Entry
- 4. SIGNATURES - Bankruptcy accounts./Journal Entry
- 5. JOURNAL ENTRY - Approval to sign tap-in fees./Journal Entry

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DEPARTMENT OF BUDGET AND 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. Two Separation Payouts for Building Maintenance
 - b. Supplement to Auditor for Equipment
 - c. Separation Payout for Common Pleas
 - d. Clerk of Courts – Municipal Clerk Compensation
 - e. Senior Center Space Rental
- 5. Discussion Memos:
 - a. County Auditor’s Certificate

UPDATES

- 6. Pending/Upcoming Budget Adjustments
 - a. None

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RESOLUTION No. 08-0070 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Maureen T. Frederick, seconded by Charles W. Keiper II 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 22,

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

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RESOLUTION No. 08-0072 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.

It was moved by Maureen T. Frederick, seconded by Charles W. Keiper II 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 **\$200,350.12** as set forth in Exhibit “A” dated **January 22, 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. 08-0073 - RE: ACCEPT THE OHIO OFFICE OF CRIMINAL JUSTICE SERVICES, JUSTICE ASSISTANCE GRANT, FOR THE PLACE OF PEACE SUPERVISED VISITATION & SAFE EXCHANGE CENTER FOR GRANT YEAR 2008. SUBGRANT 2007-JG-D01-6473. (RESUBMISSION OF 2006-JG-D01-6473).

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

WHEREAS, the Board of Commissioners adopted Resolution 07-0623 authorizing the re-submission of an electronic Subgrant application of **Grant No. 2006-JG-D01-6473** to the Ohio Office of Criminal Justice Services for funding under the 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 **\$35,842.00 with a local match being provided by the Portage County Mental Health & Recovery Board for \$11,960.00 for a total amount of \$47,802.00;** and

WHEREAS, the Board of Commissioners was notified by the Family & Community Services, Inc. that the grant has been recommended for funding; now therefore be it

RESOLVED, that the Board of Portage County Commissioners accepts **Grant No. 2006-JG-D01-6473 (RESUBMISSION OF 2006-JG-D01-6473)** from 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 **\$35,842.00 with a local match being provided by the Portage County Mental Health & Recovery Board for \$11,960.00 for a total amount of \$47,802.00;** and be it further

RESOLVED, that the Board of County Commissioners designates the Place of Peace Supervised Visitation & Safe Exchange Center as the administering organization, 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 was as follows:

Charles W. Keiper II, Yea;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 08-0074

- RE: ENTER INTO AN AGREEMENT FOR ENGINEERING SERVICES BETWEEN RICHARD L. BOWEN + ASSOCIATES, INC. AND THE PORTAGE COUNTY BOARD OF COMMISSIONERS RELATIVE TO THE CLEVELAND TO AURORA WATER LINE, PHASE 2, PROJECT NO. SH-W (06-300), IN PORTAGE COUNTY REGIONAL SEWER DISTRICT.

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

WHEREAS, this Board of Commissioners passed on September 19, 2006, Resolution 06-0813 authorizing the preparation of plans, specifications and estimate of cost for Project No. SH-W (06-300), Cleveland to Aurora Water Line, Phase 2, hereinafter called the PROJECT; and

WHEREAS, engineering services are needed to update the existing Streetsboro-Aurora water distribution system model; and

WHEREAS, said updated distribution system model will be utilized to accurately design plans for the proposed “express” water main and water booster station for the PROJECT; and

WHEREAS, proposals were submitted and reviewed by Portage County Water Resources selection team and consulting firms were determined to be qualified and capable of performing the required engineering services; and

WHEREAS, from the proposals submitted, the Water Resources Department has selected Richard L. Bowen + Associates, Inc. as the most qualified firm to perform engineering services for the PROJECT; now therefore be it

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

Section 1. The Portage County Board of Commissioners does hereby accept the proposal of Richard L. Bowen + Associates, Inc. as the best proposal received and agrees to execute a contract with Richard L. Bowen + Associates, Inc. for engineering services as described in the attached contract and in an amount not to exceed \$169,948.84.

Section 2. That funds in the amount of \$169,948.84 are budgeted in 540040W4 400000 06300, from the 2008 project budget.

Section 3. 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 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:

Christopher Smeiles, Yea;

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 08-0075

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RE: ENTER INTO THE FIFTH YEAR OF A FIVE (5) YEAR AGREEMENT BETWEEN THE COUNTY OF PORTAGE AND MICHAEL L. AND SANDRA J. WEST FOR THE LEASE OF LAND FOR THE PURPOSE OF DISPOSAL AND REUSE OF LIQUID AND CAKE SLUDGE ON APPROVED APPLICATION SITES.

Charles W. Keiper II
Alternate – John Epling

Christopher Smeiles
Alternate – Bridget Susel

Portage County Water Resources Department
Harold Huff, Director
Alternate: Jeff Lonzrick, Engineering Division Manager

Portage County Engineer Michael Marozzi
Alternate Dan Jendrisak, Construction Coordinator, Portage County Engineer

Portage County Soil & Water Conservation District
District Coordinator James Bierlair
Alternate Jennifer White, District Technician/Education Specialist;
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 was as follows:

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

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RESOLUTION No. 08-0077 - RE: ENTER INTO AN AGREEMENT FOR THIRD PARTY ADMINISTRATOR SERVICES WITH MEDICAL MUTUAL OF OHIO FOR THE PORTAGE COUNTY EMPLOYEE HEALTH BENEFIT PLAN PPO AND EPO FOR 2008.

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

WHEREAS, the Portage County Board of Commissioners is in need of TPA services for its self-insured Portage County Employee Health Benefit Plan PPO and EPO; and

WHEREAS, after a review of renewal proposals submitted to the Board of Commissioners through its insurance consultant, Willis of Ohio, Inc., it is the recommendation that the County enter into a third party administrator (TPA) agreement with Medical Mutual of Ohio; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby accept the recommendation from Willis of Ohio, Inc. and agree to enter into an agreement for TPA

RESOLUTIONS

January 22, 2008

1. Approval of Meeting Minutes from the January 17, 2008 regular Board Meeting as presented.
2. Approve the Bills as presented by the County Auditor and reviewed by the Internal Auditor./08-0070
3. Approve the Journal Vouchers as presented by the County Auditor./08-0071
4. Approve the Then & Now as presented by the Portage County Auditor./08-0072

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INVITATIONS/MEETING NOTICES

January 22, 2008

1. Invitation from Kent State University for a "rewirement" party for Dr. Marlene Dorsey on Tuesday, January 29, 2008, Kent State Student Center, Room 306, 3:30-5:00 PM.
2. Invitation from the Christ Episcopal Church for the 22nd Annual Have a Heart for Hospice Brunch on Saturday, February 16, 2008 at the American Legion Post, Mogadore Road, 11:00 AM-2:00 PM.
3. Meeting notice for the AMATS Citizens Involvement Committee meeting Thursday, January 24, 2008, 7:00 PM, Silver Lake Village Hall; Technical Advisory Committee meeting, Thursday, January 24, 2008, 1:30 PM, Stow Safety Building; Policy Committee Wednesday, January 30, 2008, 1:30 PM, Martin Center South Room, Akron.

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INCOMING CORRESPONDENCE

January 22, 2008

DISCUSSION:

1. January 16, 2008 e-mail from Harold Huff, Water Resources Department regarding the Regional Planning Commission appointment and alternate/Resolution 08-0076.
2. January 9, 2008 e-mail from Nina Holliday, Team NEO, regarding nominations for the second annual Team NEO Economic Development Impact Awards. Deadline for entries is Friday, March 14, 2008/The Board of Commissioners agreed to nominate Delta Systems, Inc. .
3. January 17, 2008 correspondence from Janet Esposito, County Auditor, including correspondence from Ohio Department of Development regarding the Revolving Loan Funds/Clerk to draft a response.
4. January 15, 2008 notice from Janet Esposito, County Auditor, regarding Parcel No. 12-001-00-00-021-001 (.225 acres Summit, Franklin Township)/Clerk to determine what this parcel is.
5. January 10, 2008 correspondence from Robert Fankhauser, Adult Probation, regarding two (2) retirees/Department of Budget & Financial Management to bring back. Forward to the Human Resources Department for their files and information and to the Department of Budget & Financial Management to determine the actual cost.

6. The Board of Commissioners received the Combined Tax Statement for calendar year 2007 Interest Income for the Portage County Veterans Memorial/Carol Kurtz to investigate.

JOURNAL ENTRIES & RESOLUTIONS:

1. Board of Commissioners' authorization requested to pay the November 30, 2007 Annual Discharge Fee Invoice for NPDES Permit No. 3GQ00041*AG for \$ 3,595.00 as presented by the Ohio EPA./Journal Entry
2. Board of Commissioners' authorization requested to have Commissioner Smeiles sign the Portage County Commissioners' RLF Check No. 1110 dated January 16, 2008 to Neighborhood Development Services Inc. for \$ 500.00 for foreclosure counseling and Check No. 1109 dated January 16, 2008 to Countrywide Home Loans for \$ 1,543.60 for mortgage catch up for Client Couple 2008-001C and 2008-001P as requested by Neighborhood Development Services Inc. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be agree and be properly prepared for the purposes of this activity./Journal Entry
3. Board of Commissioners' authorization requested to have Commissioner Smeiles sign the Portage County Commissioners' RLF Check No. 1114 dated January 16, 2008 to Neighborhood Development Services Inc. for \$ 500.00 for foreclosure counseling and Check No. 1113 dated January 16, 2008 to Ocwen Loan Servicing for \$ 3,000.00 for mortgage catch up for Client Couple 2008-003C and 2008-003P as requested by Neighborhood Development Services Inc. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be agree and be properly prepared for the purposes of this activity./Journal Entry
4. Board of Commissioners' authorization requested to have Commissioner Smeiles sign the Portage County Commissioners' RLF Check No. 1112 dated January 16, 2008 to Neighborhood Development Services Inc. for \$ 500.00 for foreclosure counseling and Check No. 1111 dated January 16, 2008 to Seven Seventeen Credit Union for \$ 2,843.27 for mortgage catch up for Client Couple 2008-002C and 2008-002P as requested by Neighborhood Development Services Inc. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be agree and be properly prepared for the purposes of this activity./Journal Entry
5. January 16, 2008 Certificate of the County Auditor that the Total Appropriations from each fund *do exceed* the Official Estimate Resources for the fiscal year beginning January 1, 2008 as presented by the Portage County Auditor's Office./Journal Entry
6. **DRAFT RESOLUTION:** Board of Commissioners' authorization requested to allow Commissioner Smeiles to sign the Ohio Public Safety Subgrant Award Agreement for The Place of Peace, Subgrant No. 200-JG-D01-6473 as presented by Carole Beaty, Family & Community Services. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized. /08-0073
7. Board of Commissioners' signature requested on the non-binding letter of intent to the US Department of Justice Office on Violence Against Women regarding the Board's intent to submit an application for funding to the Safe Havens: Supervised Visitation and Safe Exchange Grant Program for FY 2008 as presented by Carole Beaty, Family & Community Services./Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized./Journal Entry

8. Board of Commissioners' authorization requested to have Commissioner Smeiles sign the Ohio Office of Criminal Justice Services Quarterly Subgrant Report for The Place of Peace, Subgrant No. 2006-JG-D01-6473 for period ending December 31, 2007 for \$ 4,765.00 as requested by Carole Beaty, Family & Community Services. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized./Journal Entry
9. Board of Commissioners' authorization requested to have Commissioner Smeiles sign the Ohio Office of Criminal Justice Services Quarterly Subgrant Report for The Children's Advocacy Center, Subgrant No. 2006-JG-D01-6467, period ending December 31, 2007 for \$ 7,724.50 as requested by Lucy Wagener, Children's Advocacy Center./Journal Entry
10. Board of Commissioners' authorization requested to have Commissioner Smeiles sign the Ohio Department of Youth Services Financial Report form for Kids in Treatment, Subgrant No. 2006-JB-011-B050 for period ending December 31, 2007 as requested by Denise Tharp, Portage County Juvenile Court./Journal Entry
11. Board of Commissioners' authorization requested to approve overtime not to exceed \$ 450.00 for Diana Fierle, Executive Assistant for the Portage County Department of Economic Development in order to allow for Ms. Fierle to attend the Tax Incentive Review Council (TIRC) evening meetings February through March 2008. Funding will be charged to Fund 1002./Journal Entry

REFERRED:

1. January 16, 2008 correspondence from Denise Paolucci, regarding Job and Family Services./Penny Ray met with Ms. Paolucci on January 16, 2008.

INFORMATION ONLY:

1. January 16, 2008 correspondence from Ron Habowski, Christley, Herington & Pierce to Michael Hostler, Ohio Patrolmen's Benevolent Association, regarding Sheriff's Contract negotiations.
2. The Board of Commissioners received the Mental Health & Recovery Board meeting minutes from December 10, 2007.
3. The Board of Commissioners received the Ohio Justice Alliance for Community Corrections (OJACC) newsletter for Winter 2008.

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PLEASE ADD TO YOUR AGENDA

January 22, 2008

1. DRAFT RESOLUTION: Enter into an agreement for Third Party Administrator Services with Medical Mutual of Ohio for the Portage County Employee Health Benefit Plan PPO and EPO for 2008/08-0077.
2. DRAFT RESOLUTION: Enter into an agreement with Medical Mutual of Ohio for aggregate and specific stop loss coverage for the Portage County Employee Health Benefit Plan for 2008/08-0078.

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Journal Entry I

January 22, 2008

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

1. The Board of Commissioners authorized payment of the November 30, 2007 Annual Discharge Fee Invoice for the Ohio Environmental Protection Agency NPDES Permit No. 3GQ00041*AG for \$3,595.00, as presented by the Ohio EPA.
2. The Board of Commissioners authorized Commissioner Smeiles to sign the Portage County Commissioners' RLF Check No. 1110 dated January 16, 2008 to Neighborhood Development Services Inc. for \$500.00 for foreclosure counseling and Check No. 1109 dated January 16, 2008 to Countrywide Home Loans for \$1,543.60 for mortgage catch up for Client Couple 2008-001C and 2008-001P, as presented by Neighborhood Development Services Inc. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be agree and be properly prepared for the purposes of this activity.
3. The Board of Commissioners authorized Commissioner Smeiles to sign the Portage County Commissioners' RLF Check No. 1114 dated January 16, 2008 to Neighborhood Development Services Inc. for \$500.00 for foreclosure counseling and Check No. 1113 dated January 16, 2008 to Ocwen Loan Servicing for \$3,000.00 for mortgage catch up for Client Couple 2008-003C and 2008-003P, as presented by Neighborhood Development Services Inc. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be agree and be properly prepared for the purposes of this activity.
4. The Board of Commissioners authorized Commissioner Smeiles to sign the Portage County Commissioners' RLF Check No. 1112 dated January 16, 2008 to Neighborhood Development Services Inc. for \$500.00 for foreclosure counseling and Check No. 1111 dated January 16, 2008 to Seven Seventeen Credit Union for \$2,843.27 for mortgage catch up for Client Couple 2008-002C and 2008-002P, as presented by the Neighborhood Development Services Inc. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be agree and be properly prepared for the purposes of this activity.
5. The Board of Commissioners acknowledged receipt of the January 16, 2008 Certificate of the County Auditor that the Total Appropriations from each fund *do exceed* the Official Estimate Resources for the fiscal year beginning January 1, 2008, as presented by the Portage County Auditor. Department of Budget & Financial Management Director Audrey Tillis advised the Board of Commissioners that the McIntosh Flag Bequest estimated unencumbered cash balance of \$54.00 was less than the actual unencumbered cash balance of \$44.00, resulting in a decertification of the fund when the actual unencumbered cash balances were recognized by the Budget Commission. The appropriation budget will be adjusted on January 29, 2008 to correct the overage.
6. The Board of Commissioners signed the non-binding letter of intent to the US Department of Justice Office on Violence Against Women notifying the department of the Board of Commissioners' intent to submit an application for funding to the Safe Havens: Supervised Visitation and Safe Exchange Grant Program for FY 2008, as presented by Carole Beaty, Family & Community Services./Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized.
7. The Board of Commissioners authorized Commissioner Smeiles to sign the Ohio Office of Criminal Justice Services Quarterly Subgrant Report for The Place of Peace, Subgrant No. 2006-JG-D01-6473 for period ending December 31, 2007, as presented by Carole Beaty, Family & Community Services. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized.

8. The Board of Commissioners authorized Commissioner Smeiles to sign the Ohio Office of Criminal Justice Services Quarterly Subgrant Report for The Children's Advocacy Center, Subgrant No. 2006-JG-D01-6467, period ending December 31, 2007 and authorized Executive Director Lucy Wagener to submit the report online, as presented by Lucy Wagener, Children's Advocacy Center. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be correct and appropriate for the circumstances.
9. The Board of Commissioners authorized Commissioner Smeiles to sign the Ohio Department of Youth Services Financial Report form for Kids in Treatment, Subgrant No. 2006-JB-011-B050 for the period ending December 31, 2007, as presented by as requested by Denise Tharp, Portage County Juvenile Court Administrator. Documents reviewed by Carol Kurtz, Internal Auditor, who noted that the report is accepted as appropriate, properly authorized and complete. Ms.. Kurtz also noted that the amount requested is greater than the amount expended to date; however, this may be allowed by the grantor, as it has been in the past.
10. The Board of Commissioners authorized overtime not to exceed \$450.00 for Diana Fierle, Executive Assistant for the Portage County Department of Economic Development, in order to allow for Ms. Fierle to attend the Tax Incentive Review Council (TIRC) evening meetings February through March 2008. Funding will be charged to Fund 1002.
11. The Board of Commissioners accepted the Department of Budget & Financial Management recommendation and authorized a budget supplement of \$6,592 from the General Fund Contingency for the Building Maintenance Department to allow payment of two separation payouts for Building Maintenance staff retirements effective December 31, 2007.
12. The Board of Commissioners accepted the Department of Budget & Financial Management recommendation and authorized a budget supplement of \$1,500 from the General Fund Contingency for the purchase of a new computer for the newly hired Fixed Assets Employee in the Portage County Auditor's Office.
13. The Board of Commissioners accepted the Department of Budget & Financial Management recommendation and authorized a budget supplement of \$8,330 from the General Fund Contingency for a Common Pleas Court employee separation payout expense.
14. The Board of Commissioners accepted the Department of Budget & Financial Management recommendation and authorized a budget supplement of \$770.00 from the General Fund Contingency for the adjustment in the compensation of the Clerk of Courts in accordance with Ohio Revised Code Sections 1901.31 and 1907.20.
15. The Board of Commissioners accepted the Department of Budget & Financial Management recommendation and authorized a budget supplement of \$9,625.00 from the General Fund Contingency for the Senior Center to allow payment for the temporary lease with Family & Community Services of Portage County while the permanent Senior Center is renovated.
16. The Board of Commissioners approved the January 17, 2008 request from Water Resources Department Director Harold Huff for Commissioner Smeiles' signature on four (4) United States Bankruptcy Court, Northern District of Ohio Proof of Claims, as presented by the Portage County Water Resources Department for unpaid water and/or sewer bills as follows:

Name	Address	Amount	Account Number
Keith & Wanda Atkinson	6333 Hill Street Ravenna, Ohio 44266	\$416.92	305-10450-00
Dale Jarvis	3702 Duffield Road Kent, Ohio 44240	\$125.75	203-01460-00
Andy Miller	9749 Meldon Drive Streetsboro, Ohio 44241	\$164.53	402-13280-00
Lorie Fields	3487 Marian Road Ravenna, Ohio 44266	\$187.14	305-07660-00

17. The Board of Commissioners authorized Portage County Water Resources Department Director Harold Huff to sign approval of all Tap-In Fees, effective immediately.
18. After meeting today in an Executive Session with Human Resources Department Director Lynn Leslie and JFS Director Anita Herington, the Board of Commissioners authorized a three (3) day suspension for a JFS employee beginning January 23, 2008.

All in favor, motion carries.

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JOURNAL ENTRY II
January 22, 2008

Motion by Maureen T. Frederick to accept the recommendation of Portage County Water Resources Department Director Harold Huff and authorize the acceptance of the proposals from Workman Industrial Services (primary callout) and Bochert Excavating (secondary callout) and H. Luli (final callout) in order to provide emergency and specialized maintenance repairs to existing facilities, sewer and water lines during 2008, as presented by the Portage County Water Resources Department. Funds are available in the 2008 Portage County Water Resources Department Operations and Maintenance Budget. Seconded by Charles W. Keiper II, Commissioner Smeiles abstaining, 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 22, 2008**. There being no further business to come before the Board, it was moved by Maureen T. Frederick seconded by Charles W. Keiper II to adjourn the official meeting at **10:45 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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