

Tuesday, February 26, 2008

The Board of County Commissioners met in regular session on **Tuesday, February 26, 2008 at 9:50 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 February 21, 2008 meeting. All in favor, motion carries

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

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PROSECUTOR - CANCELLED

Present: Denise Smith

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DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT

Present: Audrey Tillis

Resolutions

1. General Fund Amendments to the Annual Appropriation Resolution:/08-186
 - a. Commissioners, supplemental – BOC approved 2/12/08 computers & vehicles
 - b. Commissioners Other, transfer – BOC approved 2/12/08 department allocations for equipment, vehicles, and separation payoffs.
 - c. Budget & Financial Management, supplemental – department reorganization
 - d. Human Resources, supplemental – BOC approved 2/19/08 J/E #10
 - e. Building Regulation Inspection, supplemental – BOC approved 2/12/08 vehicles & equipment (substituted computers for scanners)
 - f. Auditor, supplemental & transfer – BOC approved 2/12/08 vehicle and correct account
 - g. Juvenile Court, supplemental – BOC approved 2/12/08 vehicles
 - h. Adult Probation, supplemental – Retirement Payoff within BOC guidelines
 - i. Sheriff, supplemental - BOC approved 2/12/08 vehicles (prisoner transport & warrant server)

2. Other Funds Amendments to the Annual Appropriation Resolution:/08-187
 - a. Fund 1017, Mediation & Dispute Grant DMST, supplemental – return cash advance
 - b. Fund 1122, Adult Probation, supplemental – balance to award
 - c. Fund 1148, Kids in Treatment, supplemental- balance to award and return cash advance
 - d. Fund 1160, Hazmat Operation, supplemental – appropriate available certification
 - e. Fund 1166, EMPG Homeland Security Grant, supplemental – contract services and material and supplies

- f. Fund 1310, Mental Health & Recovery Board, supplemental – prior period correction
 - g. Fund 1330 Dog & Kennel, supplemental – refund overpayment
 - h. Fund 1340 MRDD General Administration, supplemental & transfers – modification per MRDD Board resolution
 - i. Fund 1341 MRDD Early Childhood Spec Ed, transfer - modification per MRDD Board resolution
 - j. Fund 1343 MRDD Part B IDEA, transfer - modification per MRDD Board resolution
 - k. Fund 1361 CH Immunization Project, supplemental – projected need
 - l. Fund 1364 Child Health Grant, supplemental – projected need
 - m. Fund 1414 Child Support General Administration, transfer – projected need
 - n. Fund 1481 Prosecutor State Grant, supplemental – correct project codes
 - o. Fund 4006 Veterans Memorial, supplemental – change order and cash advance repayment
 - p. Fund 4010 Prosecutor’s Building, supplemental – change orders and contingency
 - q. Fund 4100 MRDD Capital Projects, supplemental - modification per MRDD Board resolution
 - r. Fund 4209 Tallmadge Rd Bridge Replacement, supplemental – award amount
 - s. Fund 5200 PCS General Administration, transfers – projected need
 - t. Fund 5301 PCS Franklin Hills Upgrade, supplemental – to transfer cash balance
 - u. Fund 5400 PCW General Administration, transfers – projected need
 - v. Fund 5600 StS General Administration, transfers – projected need
 - w. Fund 8104 MRDD Gifts & Donations, supplemental - modification per MRDD Board resolution
3. Cash Advance Repayment Fund 1017, Mediation & Dispute Grant DMST to Fund 0001, General Fund/08-188
 4. Cash Advance Repayment Fund 1148, Kids in Treatment to Fund 0001, General Fund/08-189
 5. Cash Advance Repayment Fund 4006, Veterans Memorial to Fund 0001, General Fund/08-190
 6. Cash Advance Repayment Fund 5300, PCS Randolph Township to Fund 5200, PCS General Administration/08-191
 7. Transfer Fund 5301, PCS Franklin Hills Upgrade to Fund 5214, PCS Revenue Bonds 2007/08-192

Updates

8. Audrey Tillis presented an updated Contingency Tracker

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10:33 AM The Board of Commissioners recessed to the Solid Waste Management District
 10:53 AM Board of Commissioners reconvened

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WATER RESOURCES

Present: Harold Huff

1. Resolution - Authorizing the preparation of plans, specifications and estimate of cost for Project No. ST-4 (08-050), Streetsboro WWTP Trickling Filter Walkway, in the Streetsboro Sanitary Sewer District No. 4./08-193
2. Signatures - Approval to execute a purchase order in for roofing at Brady Lake Garage, Project No. PC-W (07-110) in the amount of \$4350.00 to Precision Roofing./Journal Entry
3. Journal Entry - Approval to remove two penalties from sewer accounts./Journal Entry

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RESOLUTION No. 08-0180 - 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 February 26, 2008 in the total payment amount of **\$ 1,044,446.32 for Funds 0001-8391** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

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

Roll call vote as follows:

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

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RESOLUTION No. 08-0181 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

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

02/26/08	821	\$ 4,569.47
02/26/08	811	45,038.30
Total		\$ 49,607.77

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. 08-0182 - 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 **\$29,113.31** as set forth in Exhibit "A" dated **February 26, 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. 08-0183 - RE: AUTHORIZE THE ACQUISITION OF ONE (1) HIGHWAY EASEMENT, ONE (1) CHANNEL EASEMENT, ONE (1) SLOPE EASEMENT AND THREE (3) TEMPORARY HIGHWAY EASEMENTS AND AUTHORIZE THE ISSUANCE OF COUNTY WARRANTS TO ACQUIRE SAID RIGHT OF WAY TO ALLOW FOR THE CONSTRUCTION OF THE TALLMADGE ROAD BRIDGE (EDI 16 CH18L) REPLACEMENT PROJECT OVER THE SILVER CREEK IN EDINBURG TOWNSHIP, PORTAGE COUNTY.

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

WHEREAS, Resolution No. 05-0298, adopted by the Portage County Board of Commissioners, authorized the execution of the original engineering agreement between Hammontree and Associates, Limited and Portage County for providing engineering services for the Tallmadge Road Bridge (EDI 16 CH18L) Replacement Project, and

WHEREAS, plans prepared by Hammontree and Associates, Limited for the Tallmadge Road Bridge (EDI 16 CH18L) Replacement Project indicated that Portage County would need to purchase one (1) Highway Easement, one (1) Channel Easement, one (1) Slope Easement and two (2) Temporary Easements from parcel owned by Robert and Eleanor C. Coy and purchase one (1) Temporary Easement from parcel owned by Sherwin E. and Kathryn M. Williams to allow for the construction of said project, and

WHEREAS, Resolution No. 07-0821 authorized P&N Right of Way Services to provide right of way acquisition services for the Tallmadge Road Bridge (EDI 16 CH18L) Replacement Project, and

WHEREAS, the appraised value, submitted by P&N Right of Way Services to purchase one (1) Highway Easement, one (1) Channel Easement, one (1) Slope Easement and three (3)

Temporary Easements from two (2) different property owners had a total cost of \$2,200.00 for the construction of the Tallmadge Road Bridge (EDI 16 CH18L) Replacement Project over Silver Creek in Edinburg Township, Portage County, and

WHEREAS, the Portage County Engineer does hereby recommend the acquisition of the below enumerated one (1) Highway Easement, one (1) Channel Easement, one (1) Slope Easement and three (3) Temporary Easements to facilitate the construction of the Tallmadge Road Bridge (EDI 16 CH18L) Replacement Project over Silver Creek in Edinburg Township, Portage County; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby authorize the purchase of said parcels as follows and further authorizes the issuance of two (2) County warrants totaling \$2,200.00:

Portage County Auditor's Parcel #11-114-00-00-001-000

Temporary Easement No. 3-T – 0.050 Acres of Land

Owner: Sherwin E. and Kathryn M. Williams, 7910 Tallmadge Road, Rootstown, OH 44272

Cost: \$1,400.00

Portage County Auditor's Parcel #11-112-00-00-008-000

Highway Easement No. 4-SHV – 0.005 Acres of Land

Channel Easement No. 4-CHV – 0.057 Acres of Land

Temporary Easement No. 4-T – 0.008 Acres of Land

Temporary Easement No. 4-T-1 – 0.019 Acres of Land

Owner: Robert and Eleanor C. Coy, 7958 Tallmadge Road, Rootstown, OH 44272

Cost: \$800.00

Now therefore be it;

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. 08-0184

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RE: PORTAGE COUNTY MEMBERS SERVING ON THE HOUSING ADVISORY COMMITTEE (HAC).

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

WHEREAS,

Portage County is eligible for Community Housing Improvement Program (CHIP) Funds through the State of Ohio. In 2004, the State required that the County develop a Community Housing Improvement Strategy (CHIS) with the assistance of a Housing Advisory Committee (HAC). This year the State has decided to set aside the CHIS until 2014, developing a new pre-planning process involving the HAC. This requires that specific agencies have representation on the HAC and hold two planning meetings before submission of the CHIP application; now therefore be it

RESOLVED,

the Portage County Board of Commissioners appoints the following required and optional members to the Portage County Housing Advisory Committee (HAC):

Required Member Category

Appointed Member

Local Government Staff:	Carol Kurtz, Commissioners' Internal Auditor
Local Government Staff:	Charlene Badger, Commissioners' Executive Assistant
Public Housing Authority:	Fred Zawilinski, Portage Metropolitan Housing Authority
Community Action Council:	David Shea
Fair Housing Representative:	Eileen Stiffler, Portage County Regional Planning Commission
Community Development Staff:	Lynne Erickson, Portage County Regional Planning Commission
Area Agency on Aging:	April Davis
Homeless Shelter Agency:	Carole Beaty, Miller House/Family and Community Services
MR/DD Organization:	Jim Rock, Portage County Board of MRDD
Substance Abuse Counseling Agency:	Mimi Domnie, Townhall II
Habitat for Humanity Affiliate:	Mary Shaffer, Habitat for Humanity of Portage County
Job & Family Services Agency:	Anita Carr, Portage County Job & Family Services
Domestic Violence Shelter:	Doug Wagener, Safer Futures/Family and Community Services
Domestic Violence Shelter:	Mark Frisone, Family and Community Services
Landlord Assoc/Local Landlord:	Stacy Brown, Neighborhood Development Services, Inc.
Local Health Department:	Jack Madved, Portage County Health Department

Optional Member Category

Appointed Member

Realtor:	To Be Determined by Board of Commissioners
Private Lender:	Tracy Sites, Portage Community Bank; 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. 08-0185	-	RE: AUTHORIZE AN ELECTRONIC RE-APPLICATION TO THE U.S. DEPARTMENT OF JUSTICE OFFICE OF VIOLENCE AGAINST WOMEN ACT FOR OVV FY 2008 SAFE HAVENS: SUPERVISED VISITATION
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**& SAFE EXCHANGE GRANT PROGRAM
SOLICITATION FOR COSTS OF PERSONNEL,
FRINGE BENEFITS, TRAVEL, EQUIPMENT,
SUPPLIES, CONSULTANTS, AND CONTRACTS
FOR THE PLACE OF PEACE VISITATION/SAFE
EXCHANGE CENTER. (FAMILY & COMMUNITY
SERVICES, INC.)**

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

WHEREAS, Place of Peace, a program of Family & Community Services, Inc., has implemented a program of Supervised Visitation and Safe Exchange for Victims & children of domestic violence; and

WHEREAS, there are federal funds available for the hire of personnel, fringe benefits, travel, equipment, supplies, consultants, and contracts for the expansion and enhancement of this program; and

WHEREAS, the Portage County Board of Commissioners endorses this program and recognizes that the Mental Health & Recovery Board, Child Protective Services, the Portage County Sheriff's Department, Portage County Domestic Relations Court, and Family & Community Services, Inc. will work together to implement and maintain the Place of Peace Visitation/Safe Exchange Center Program; and

RESOLVED, that the Portage County Board of Commissioners authorizes the electronic application to the U.S. Department of Justice Office of Violence Against Women Act Fund and agrees to act as the sub grantee of the Program, while Family and Community Services, Inc. will act as the implementing agency for the grant. The electronic grant application to the U.S. Department of Justice Office of Violence Against Women Act Fund for the expansion and enhancement of this program, to include personnel, fringe benefits, travel, equipment, supplies, consultants, and contracts is for a **total of \$299,699.70 with no local cash match from the Portage County Board of Commissioners**; 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. 08-0186

**RE: AMENDMENT TO THE GENERAL FUND
2008 ANNUAL APPROPRIATION
RESOLUTION NO. 07-1208 ADOPTED
DECEMBER 18, 2007**

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

RESOLVED, that it has become necessary to amend the General Fund 2008 Annual Appropriation in the amounts and for the purposes set forth in the enumeration shown below,

		<i>Increase</i>	<i>Decrease</i>
Fund: 0001	General Fund		
	<i>001 Commissioners</i>		
00015	Commissioners MS	13,100	0
00016	Commissioners CO	28,000	0
	MEMO TOTAL	<u><u>\$ 41,100</u></u>	<u><u>\$ -</u></u>

Note: BOC Approved 2/12/08 Vehicle

	<i>010 Commissioners Other</i>		
00107	Commissioner Other OE	0	221,990
	MEMO TOTAL	<u><u>\$ -</u></u>	<u><u>\$ 221,990</u></u>

Note: BOC Aproved 2-12-08

	<i>011 Budget & Financial Management</i>		
00113	DBFM Fringes	0	3,528
00114	DBFM CS	16,298	0
00115	DBFM MS	4,000	0
0011D	DBFM Full Time	0	29,770
0011E	DBFM Part Time	13,000	0
	MEMO TOTAL	<u><u>\$ 33,298</u></u>	<u><u>\$ 33,298</u></u>

Note: Dept Reorganization

		<u>Increase</u>	<u>Decrease</u>
018 Human Resources			
00184	Human Resources CS	7,000	0
	MEMO TOTAL	<u><u>\$ 7,000</u></u>	<u><u>\$ -</u></u>

Note: BOC Appr 2/19/08 #10 HR KSU

020 Building Regulation Inspection			
00205	Building Regulation Insp MS	7,800	0
00206	Building Regulation Insp CO	33,900	0
	MEMO TOTAL	<u><u>\$ 41,700</u></u>	<u><u>\$ -</u></u>

Note: BOC Approved 2/12/08 Vehicle

100 Auditor			
01105	Auditor Financial Managmt MS	1,500	0
01106	Auditor Financial Managmt CO	0	1,500
01156	Auditor Weights & Measures CO	19,400	0
	MEMO TOTAL	<u><u>\$ 20,900</u></u>	<u><u>\$ 1,500</u></u>

Note: Truck BOC approved 2/12/08

570 Juvenile Court			
05706	Juvenile Court CO	56,000	0
	MEMO TOTAL	<u><u>\$ 56,000</u></u>	<u><u>\$ -</u></u>

Note: BOC Approved 2/12/08 Vehicle

590 Adult Probation			
0595D	Adult Prob - Com Pls Full Time	17,390	0
	MEMO TOTAL	<u><u>\$ 17,390</u></u>	<u><u>\$ -</u></u>

Note: Retirement Payoff BOC Approved

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	<i>Increase</i>	<i>Decrease</i>
<i>700 Sheriff's Department</i>		
07006 Sheriff-General Admin CO	39,400	0
MEMO TOTAL	<u>\$ 39,400</u>	<u>\$ -</u>

Note: BOC Approved 2/12/08 Vehicle

TOTAL MEMO BALANCE ALL AMENDMENTS	<u>\$ 256,788</u>	<u>\$ 256,788</u>
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and be it further,

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

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

Roll call as Follows:

Christopher Smeiles, Yea;

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 08-0187

RE: AMENDMENT TO THE NON GENERAL FUND
2008 ANNUAL APPROPRIATION RESOLUTION
NO. 07-1209 ADOPTED DECEMBER 18, 2007

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

RESOLVED, that it has become necessary to amend the Non General Fund 2008 Annual Appropriation in the amounts and for the purposes set forth in the enumeration shown below,

	<i>Increase</i>	<i>Decrease</i>
Fund: 1017 Mediation & Dispute Grant DMST		
<i>550 Domestic Relations</i>		
10179 Mediation & Dispute Grant ME	7,993	0
MEMO TOTAL	<u><u>\$ 7,993</u></u>	<u><u>\$ -</u></u>

Note: TO RETURN CASH ADVANCE

Fund: 1122 Adult Probation		
<i>590 Adult Probation</i>		
11223 Adult Probation Fringes	1,362	0
11224 Adult Probation CS	2,200	0
11225 Adult Probation MS	7,363	0
1122D Adult Probation Full Time	0	10,925
MEMO TOTAL	<u><u>\$ 10,925</u></u>	<u><u>\$ 10,925</u></u>

Note: ADJUST TO AWARD

Fund: 1148 Kids In Treatment		
<i>570 Juvenile Court</i>		
11484 Kids In Treatment CS	28,283	20,000
11489 Kids In Treatment ME	5,217	0
MEMO TOTAL	<u><u>\$ 33,500</u></u>	<u><u>\$ 20,000</u></u>

Note: BALANCE OF AWARD

		<u>Increase</u>	<u>Decrease</u>
Fund: 1160	Hazmat Operations		
	<i>930 Emergency Management Agency</i>		
11605	Hazmat Operation MS	10,000	0
	MEMO TOTAL	<u><u>\$ 10,000</u></u>	<u><u>\$ -</u></u>

Note: Increase for Budget

Fund: 1166	EMPG Homeland Security Grant		
	<i>930 Emergency Management Agency</i>		
11664	EMPG Homeland Security CS	20,000	0
11665	EMPG Homeland Security MS	2,706	0
	MEMO TOTAL	<u><u>\$ 22,706</u></u>	<u><u>\$ -</u></u>

Note: New budget

Fund: 1310	Mental Health & Recovery Board		
	<i>904 Mental Health & Recovery Board</i>		
13109	Mental Health & Recovery ME	2,000	0
	MEMO TOTAL	<u><u>\$ 2,000</u></u>	<u><u>\$ -</u></u>

Note: To cover Prior Year Correction

Fund: 1330	Dog And Kennel		
	<i>100 Auditor</i>		
93307	Dog Kennel - Auditor OE	25	0
	MEMO TOTAL	<u><u>\$ 25</u></u>	<u><u>\$ -</u></u>

Note: Refund overpayment

Fund: 1340	MRDD General Administration		
	<i>905 Mental Ret & Dev Disability Bd</i>		
13403	MRDD General Admin Fringes	6,800	103,475
13404	MRDD General Admin CS	618,600	0
13405	MRDD General Admin MS	0	65,900
13406	MRDD General Admin CO	0	73,715
13407	MRDD General Admin OE	0	1,600

		<i>Increase</i>	<i>Decrease</i>
1340D	MRDD General Admin Full Time	0	90,245
1340E	MRDD General Admin Part Time	0	99,290
1340I	MRDD General Admin Substitute	0	905
	MEMO TOTAL	<u><u>\$ 625,400</u></u>	<u><u>\$ 435,130</u></u>

Note: MODIF PER BD RESOLUTION

Fund: 1341	MRDD Early Childhood Spec Ed		
	<i>905 Mental Ret & Dev Disability Bd</i>		
13415	MRDD Early Child Spec Ed MS	0	778
1341D	MRDD Early Ch Spec Ed Full-Tim	58	0
	MEMO TOTAL	<u><u>\$ 58</u></u>	<u><u>\$ 778</u></u>

Note: MODIF PER BD RESOLUTION

Fund: 1343	MRDD Part B IDEA		
	<i>905 Mental Ret & Dev Disability Bd</i>		
13435	MRDD Part B IDEA MS	0	345
1343D	MRDD Part B IDEA Full-Time	345	0
	MEMO TOTAL	<u><u>\$ 345</u></u>	<u><u>\$ 345</u></u>

Note: MODIF PER BD RESOLUTION

Fund: 1361	CH Immunization Project		
	<i>051 Job And Family Services</i>		
13614	CH Immunization Project CS	530	0
	MEMO TOTAL	<u><u>\$ 530</u></u>	<u><u>\$ -</u></u>

Note: Projected Need

Fund: 1364	Child Health Grant		
	<i>051 Job And Family Services</i>		
13643	Child Health Grant Fringes	336	0
13644	Child Health Grant CS	5,446	0
13645	Child Health Grant MS	5,609	0

		<i>Increase</i>	<i>Decrease</i>
1364D	Child Health Grant Full-Time	3,978	0
	MEMO TOTAL	<u><u>\$ 15,369</u></u>	<u><u>\$ -</u></u>

Note: Projected Need

Fund: 1414 Child Support General Admini
051 Job And Family Services

14143	JFS Child Support Gen Fringes	9,000	0
1414D	JFS Child Support Ge Full Time	0	9,000
	MEMO TOTAL	<u><u>\$ 9,000</u></u>	<u><u>\$ 9,000</u></u>

Note: Projected Need

Fund: 1481 Prosecutors State Grant
300 Prosecutor

14819		10,784	0
	MEMO TOTAL	<u><u>\$ 10,784</u></u>	<u><u>\$ -</u></u>

Note: Correct Project Charged

Fund: 4006 Veterans Memorial
001 Commissioners

40064	Veterans Memorial CS	6,476	0
40069	Veterans Memorial ME	19,500	0
	MEMO TOTAL	<u><u>\$ 25,976</u></u>	<u><u>\$ -</u></u>

Note: TO RETURN CASH ADVANCE

Fund: 4010 Prosecutor's Building
012 Central Purchasing Services

40104	Prosecutor's Building CS	200,000	0
	MEMO TOTAL	<u><u>\$ 200,000</u></u>	<u><u>\$ -</u></u>

Note: Granite & contingency

		<i>Increase</i>	<i>Decrease</i>
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Fund: 4100	MRDD Capital Projects		
	<i>905 Mental Ret & Dev Disability Bd</i>		
41006	MRDD Capital CO	890,000	0
	MEMO TOTAL	<u><u>\$ 890,000</u></u>	<u><u>\$ -</u></u>

Note: MODIF PER BD RESOLUTION

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Fund: 4209	Tallmadge Rd Bridge Replacmt		
	<i>800 Engineer's Department</i>		
42096	Tallmadge Rd Bridge Replacm CO	95,000	0
	MEMO TOTAL	<u><u>\$ 95,000</u></u>	<u><u>\$ -</u></u>

Note: See Add'l Desc - State Pd Vend

<hr/>			
Fund: 5200	PCS General Administration		
	<i>060 Water Resources</i>		
52003	Portage County Sewer Fringes	100	0
52004	Portage County Sewer CS	1,250	0
52006	Portage County Sewer CO	80,000	0
52009	Portage County Sewer ME	0	86,350
5200E	Portage County Sewer Part Time	3,000	0
5200M	Portage County Sewer Overtime	2,000	0
	MEMO TOTAL	<u><u>\$ 86,350</u></u>	<u><u>\$ 86,350</u></u>

Note: TO MOVE BUDGET TO WHERE NEEDED

<hr/>			
Fund: 5301	PCS Franklin Hills Upgrade		
	<i>060 Water Resources</i>		
53019	PCS Franklin Hills Upgrade ME	1	0
	MEMO TOTAL	<u><u>\$ 1</u></u>	<u><u>\$ -</u></u>

Note: TO TRANSFER CASH BALANCE

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		<u>Increase</u>	<u>Decrease</u>
Fund: 5400	PCW General Administration		
	<i>060 Water Resources</i>		
54004	Portage County Water CS	8,700	0
54009	Portage County Water ME	0	8,700
	MEMO TOTAL	<u><u>\$ 8,700</u></u>	<u><u>\$ 8,700</u></u>

Note: TO MOVE BUDGET TO WHERE NEEDED

Fund: 5600	StS General Administration		
	<i>060 Water Resources</i>		
56003	Streetsboro Sewer Fringes	100	0
56004	Streetsboro Sewer CS	3,000	0
56005	Streetsboro Sewer MS	17,000	0
56006	Streetsboro Sewer CO	28,500	0
56009	Streetsboro Sewer ME	0	49,800
5600E	Streetsboro Sewer Part Time	1,200	0
	MEMO TOTAL	<u><u>\$ 49,800</u></u>	<u><u>\$ 49,800</u></u>

Note: TO MOVE BUDGET TO WHERE NEEDED

Fund: 8104	MRDD Gifts & Donations		
	<i>905 Mental Ret & Dev Disability Bd</i>		
81044	MRDD Gifts & Donations CS	16,500	0
81045	MRDD Gifts & Donations MS	19,000	0
81046	MRDD Gifts & Donations CO	50,000	0
	MEMO TOTAL	<u><u>\$ 85,500</u></u>	<u><u>\$ -</u></u>

Note: MODIF PER BD RESOLUTION

TOTAL MEMO BALANCE FOR ALL FUNDS	<u><u>\$ 2,189,962</u></u>	<u><u>\$ 621,028</u></u>
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and be it further,

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

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

Roll call as Follows:

Christopher Smeiles, Yea;

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

*	*	*	*	*
RESOLUTION No. 08-0188	-	RE:	CASH ADVANCE REPAYMENT - FROM FUND 1017 MEDIATION & DISPUTE GRANT DMST TO FUND 0001, GENERAL FUND	

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

WHEREAS, according to Resolution No. 07-1229, adopted on December 27, 2007, a cash advance was made from the General Fund, Fund 0001 to Fund 1017, Mediation & Dispute Grant, until grant funds were received, and

WHEREAS, grant funds have been received in Fund 1017, now therefore be it;

RESOLVED, that the following cash advance repayment be made in the amount of \$ 7,993.00:

FROM:
FUND 1017, MEDIATION & DISPUTE GRANT DMST
 ORGCODE - 10175509
 Debit Expense Account
 Object 921000 – Advance Out Returns \$ 7,993.00

TO:
FUND 0001, GENERAL FUND
 ORGCODE- 00100002
 Credit Revenue Account
 Object 291000 – Advance In Repayment \$ 7,993.00

and be it further

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

Auditor, the Domestic Relations Court and the Department of Budget & Financial Management; and be it further

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

Roll call vote as follows:

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

* * * * *
RESOLUTION No. 08-0189 - RE: CASH ADVANCE REPAYMENT - FROM FUND 1148, KIDS IN TREATMENT TO FUND 0001, GENERAL FUND

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

WHEREAS, Resolution No. 07-1230, adopted by the Board of County Commissioners on December 27, 2007, authorized a cash advance from Fund 0001 to Fund 1148 in the amount of \$ 5,217.00 until grant funds were received in Fund 1148, and

WHEREAS, grant funds have been received in Fund 1148, now therefore be it;

RESOLVED, that the following cash advance repayment be made in the amount of \$ 5,217.00:

FROM:
FUND 1148, KIDS IN TREATMENT
ORGCODE - 11485709
Debit Expense Account
Object 921000 – Advance Out Returns \$ 5,217.00

TO:
FUND 0001, GENERAL FUND
ORGCODE - 00100002
Credit Revenue Account
Object 291000 – Advance In Repayment \$ 5,217.00

and be it further

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

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

Roll call vote as follows:

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

* * * * *
RESOLUTION No. 08-0190 - RE: CASH ADVANCE REPAYMENT - FROM FUND 4006, VETERANS MEMORIAL TO FUND 0001, GENERAL FUND

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

WHEREAS, according to Resolution No. 05-0926, adopted on August 30, 2005, a cash advance was made from the General Fund, Fund 0001 to Fund 4006, Veterans Memorial, until grant funds were received and memorial bricks were sold, and

WHEREAS, Resolution No. 06-1115, adopted December 18, 2007 extended the repayment due date, and

WHEREAS, grant funds have been received and revenue from the sale of memorial bricks has been deposited in Fund 4006, now therefore be it;

RESOLVED, that the following cash advance repayment be made in the amount of \$ 19,500.00:

FROM:
FUND 4006, VETERANS MEMORIAL
ORGCODE - 40060019
Debit Expense Account
Object 921000 – Advance Out Returns \$ 19,500.00

TO:
FUND 0001, GENERAL FUND
ORGCODE- 00100002
Credit Revenue Account
Object 291000 – Advance In Repayment \$ 19,500.00

and be it further

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

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

Roll call vote as follows:

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

* * * * *
RESOLUTION No. 08-0191 - RE: CASH ADVANCE REPAYMENT - FROM FUND 5300, PCS RANDOLPH TOWNSHIP TO FUND 5200, PCS GENERAL ADMINISTRATION

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

WHEREAS, according to Resolution No. 07-1055, adopted on October 23, 2007, a cash advance was made from Fund 5200, PCS General Administration to Fund 5300, PCS Randolph Township, until grant funds were received from the Ohio Public Works Commission and the United States Department of Agriculture Rural Development, and

WHEREAS, grant funds have been received from the Ohio Public Works Commission and the United States Department of Agriculture Rural Development; now therefore be it

RESOLVED, that the following cash advance be authorized in the amount of \$ 182,698.00:

FROM:
FUND 5300, PCS RANDOLPH TOWNSHIP
ORGCODE – 53000609
Project: 92220
Debit Expense Account
Object 921000 Advance Out Returns \$ 182,698.00

TO:
FUND 5200, PCS GENERAL ADMINISTRATION
ORGCODE – 520040K2
Project: 92220
Credit Revenue Account
Revenue Source 291000 Advance In Repayment \$ 182,698.00

and be it further

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

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

Roll call vote was as follows:

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

* * * * *
RESOLUTION No. 08-0192 - RE: TRANSFER FROM FUND 5301, PCS FRANKLIN HILLS UPGRADE TO FUND 5214, PCS REVENUE BONDS 2007

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

WHEREAS, the Franklin Hills WWTP Upgrades Construction Project has been completed and the remaining cash balance in the Fund is \$ 63,161.63, and

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

RESOLVED, that the following transfer of funds in the amount of \$ 63,161.63 be made as follows:

FROM:
FUND 5301, PCS FRANKLIN HILLS UPGRADES
ORG CODE – 53010609
Project Code: 96311
Debit Expense Account
Object: 910000 TRANSFERS OUT \$ 63,161.63

TO:
FUND 5214 PCS REVENUE BONDS 2007
ORG CODE-52140602
Credit Revenue Account
Revenue Source: 280000 TRANSFERS IN \$ 63,161.63
and be it further

RESOLVED, that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, the Water Resources Department and the Department of Budget and Financial Management, and be it further

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

meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote was as follows:

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

* * * * *

RESOLUTION No. 08-0193 - RE: AUTHORIZING THE PREPARATION OF PLANS, SPECIFICATIONS AND ESTIMATE OF COST FOR PROJECT NO. ST-4 (08-050), STREETSBORO WWTP TRICKLING FILTER WALKWAY, IN THE STREETSBORO SANITARY SEWER DISTRICT NO. 4.

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

WHEREAS, this Board by Resolution No. 67-17, adopted February 2, 1967, established Streetsboro Sanitary Sewer District No. 4, hereinafter called the "SEWER DISTRICT"; and

WHEREAS, it has become necessary for the Portage County Water Resources Department to request authorization to prepare plans, specifications and estimate of cost for the Project No. ST-4 (08-050), Streetsboro WWTP Trickling Filter Walkway, hereinafter referred to as the "PROJECT"; and

WHEREAS, the PROJECT is necessary to replace the existing Nitrification Towers walkway gratings set on the filter media, located in the Streetsboro Sanitary Sewer District No. 4; now therefore be it

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

Section 1. That said authorization to prepare plans, specifications and estimate of cost for said PROJECT is hereby given.

Section 2. 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;

* * * * *

RESOLUTIONS

February 26, 2008

1. Approval of Meeting Minutes from the February 21, 2008 regular Board Meeting as presented.
2. Approve the Bills as presented by the County Auditor and reviewed by the Internal Auditor./08-180
3. Approve the Journal Vouchers as presented by the County Auditor./08-181
4. Approve the Then & Now as presented by the Portage County Auditor./08-182
5. Authorize the acquisition of one (1) highway easement, one (1) channel easement, one (1) slope easement and three (3) temporary highway easements and authorize the issuance of County warrants to acquire said right of way to allow for the construction of the Tallmadge Road Bridge (EDI 16 CH18L) Replacement project over the Silver Creek in Edinburg Township, Portage County (County Engineer)./08-183
6. Portage County Members Serving on the Housing Advisory Committee (HAC)./08-184
7. Authorize an electronic re-application to the US Department of Justice Office of Violence Against Women Act for OVW FY 2008 Safe Havens: Supervised Visitation & Safe Exchange Grant Program solicitation for costs of personnel, fringe benefits, travel, equipment, supplies, consultants, and contracts for the Place of Peace Visitation/Safe Exchange Center (Family & Community Services, Inc.) Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized./08-185

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INVITATIONS/MEETING NOTICES

February 26, 2008

1. Invitation to Goodwill’s Annual 2008 meeting on Wednesday, March 26, 2008, Rosemont Country Club, Fairlawn, 4:30 PM.
2. Invitation to the Portage County Health Department’s Advisory Council Meeting and Dinner on Wednesday, March 19, 2008, 6:30 PM, Ravenna Elks Lodge 1076.
3. Invitation from Family & Community Services for the Senior Volunteer recognition program on Thursday, May 1, 2008, 10:30 AM-1:00 PM, Rootstown Hall.

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INCOMING CORRESPONDENCE

DISCUSSION

February 26, 2008

1. February 20, 2008 memo from Carol Kurtz, Internal Auditor, regarding Humane Office salary increase request/The Board of Commissioners is currently paying the Humane Officer \$108 per month.; the request came from the APL for an increase to \$1208.33 per month, which is 35% of the cost to provide services to county residents. Ohio Revised Code Section 1717.07 requires a minimum payment of \$25 per month or in an amount that is “just and reasonable”/Clerk to schedule a meeting with the APL’s Executive Director to discuss this request
2. Discussion: Pricing for light bulbs using NOPEC funding for energy conservation/assistance/Clerk to bring back to Board of Commissioners.

3. February 13, 2008 correspondence from Lynne Erickson, Regional Planning Commission, regarding the Regional Planning Commission/Information only at this time
4. February 22, 2008 e-mail from Connie Bennett, Portage Community Bank, regarding the current member serving on the Port Authority Board of Directors/Board of Commissioners agreed to meet with Portage Community Bank representatives and discuss this appointment.
5. February 21, 2008 e-mail from Janet Esposito, County Auditor, regarding RLF Accounts/Information only.
6. February 22, 2008 e-mail from Commissioner Frederick, regarding a County tenant incident/Information only.

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JOURNAL ENTRIES

February 26, 2008

1. Board of Commissioners' signature requested on the purchase requisition for Neopost/USPS for CDBG postage for fiscal year 2008 for \$ 130.00 as presented by the Regional Planning Commission. This is being funded by the 2007 Formula Grant Activity #7 General Administration. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized.
2. Board of Commissioners' authorization requested to have Commissioner Smeiles sign the CDBG and Home Programs Sources and Uses of Non-Economic Development Program Income for 2007 as presented by Neighborhood Development Services Inc. Documents reviewed by Carol Kurtz, Internal Auditor noting the report appears to be appropriate.
3. February 19, 2008 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, 2008 as presented by the Portage County Auditor's Office.
4. February 19, 2008 correspondence from Susan Drotar, Building Department, regarding her retirement as of May 30, 2008.
5. February 4, 2008 Notice from Ohio Division of Liquor Control of a request for a stockholder transfer of liquor license to Sunny Hill Golf & Recreation Inc., 3734 Sunnybrook Rd., Brimfield Twp, Kent, OH 44240. Does Board of Commissioners wish to request a hearing? The Brimfield Township Trustees have no objections and are not requesting a hearing.
6. Board of Commissioners' signature requested on the payment authorization form for \$ 1,463.00 payable to Ronald Cornell Faniro for architect services for the Catholic Charities Building rehabilitation as requested by the Regional Planning Commission. The B-F-06 Formula Grant Activity #05 Public Rehabilitation is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting all documents appear to agree and to be property authorized.
7. Board of Commissioners' signature requested on the purchase requisition for Record Publishing Company for CDBG advertising for fiscal year 2008 for \$ 225.00 as requested by the Regional Planning Commission. This is being funded by the 2007 Formula Grant Activity #07 General Administration. Documents reviewed by Carol Kurtz, Internal Auditor noting the payment appears to be appropriate and correct.

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REFERRED

February 26, 2008

1. February 20, 2008 e-mail from Linda Markijohn, Board of Building Appeals, regarding Board member expiration of terms./Forwarded to the Executive Assistant for review and comment.
2. February 15, 2008 correspondence from Linda Kovacs, regarding the Economic Development Director's position./Forward to Human Resources Department.
3. Undated correspondence from Mark Bergman, requesting a certificate for Eagle Scout Michael Jewitt./Forward to Executive Assistant.
4. February 20, 2008 correspondence from Family & Community Services, requesting a proclamation for National Volunteer Week./Forward to Executive Assistant.
5. February 8, 2008 correspondence from Capital Square Review and Advisory Board, inviting the Board to submit the images of up to 25 individuals who have come to serve their fellow citizens and make a difference either as governors, legislators, business people, farmers, concerned citizens and school children./Forward to the Executive Assistant.

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INFORMATION ONLY

February 26, 2008

1. February 20, 2008 e-mail from Anita Herington, Job and Family Services regarding the Job Fair.
2. February 19, 2008 correspondence from Steve Colecchi, Robinson Memorial Hospital to John Sniezek, Akron Community Health Resources, regarding Portage County Community Health Center.
3. February 20, 2008 correspondence from Hal Farrier, Mental Health & Recovery Board, to Kimberly Gray, regarding Coleman Access.
4. The Board of Commissioners received the Mental Health & Recovery Board newsletter for Winter 2008.

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PROSECUTOR'S CORRESPONDENCE

February 26, 2008

1. February 21, 2008 correspondence from Denise Smith to JoAnn Townend, Internal Services, regarding the agreement between the Board of Commissioners and Premier Therapy/Information only

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Journal Entry

February 26, 2008

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

1. The Board of Commissioners signed the purchase requisition for Neopost/USPS for CDBG postage for fiscal year 2008 for \$130.00, as presented by the Regional Planning Commission. This is being funded by

the 2007 Formula Grant Activity #7 General Administration. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized.

2. The Board of Commissioners authorized Commissioner Smeiles to sign the CDBG and Home Programs Sources and Uses of Non-Economic Development Program Income for 2007, as presented by Neighborhood Development Services Inc. Documents reviewed by Carol Kurtz, Internal Auditor noting the report appears to be appropriate.
3. The Board of Commissioners acknowledged the receipt of the February 19, 2008 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, 2008, as presented by the Portage County Auditor.
4. The Board of Commissioners acknowledged with regret the February 19, 2008 letter of resignation from Susan Drotar, Portage County Building Department, effective May 30, 2008.
5. In response to the February 4, 2008 Notice from Ohio Division of Liquor Control of a request for a *Change of Corporate Stock Ownership* for the liquor license for Sunny Hill Golf & Recreation Inc., 3734 Sunnybrook Road, Brimfield Twp, Kent, Ohio 44240, the Board of Commissioners agreed not to request a hearing, noting that the Brimfield Township Trustees have no objections and are not requesting a hearing. The Board of Commissioners authorized the Clerk to sign and return the Notice.
6. The Board of Commissioners signed the payment authorization form for \$1,463.00 payable to Ronald Cornell Faniro of Youngstown, Ohio for architectural services for the Catholic Charities Building rehabilitation, as presented by the Regional Planning Commission. The B-F-06 Formula Grant Activity #05 Public Rehabilitation is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting all documents appear to agree and to be property authorized.
7. The Board of Commissioners signed the purchase requisition for Record Publishing Company for CDBG advertising for fiscal year 2008 for \$225.00, as presented by the Regional Planning Commission. This is being funded by the 2007 Formula Grant Activity #07 General Administration. Documents reviewed by Carol Kurtz, Internal Auditor noting the payment appears to be appropriate and correct.
8. The Board of Commissioners authorized the execution of a purchase order in an amount not to exceed \$4,600.00 for Precision Roofing to cover the required work plus any unforeseen conditions to proceed with the Brady Lake Maintenance Garage Repairs, Roof and Downspout Replacements for Project No. Portage County-W (07-110), as recommended by Director Harold Huff, Portage County Water Resources Department. Funding for this expenditure is available in the 2008 Budget, Fund 5400, Org 8540040W4, Object 40000, Project 07110.
9. The Board of Commissioners accepted the recommendation of Portage County Water Resources Department Director Harold Huff and authorized the removal of late charges for the December 2007 Invoice for two customers as follows:

Name	Address	Account Number	Late Charges Removed
Matthew Pipoly	7756 Lake Royale Blvd., Kent	299-30320-00	\$ 20.12
Richard Warren	2093 Brady Lake Road, Kent	204-06720-00	\$ 21.42
Richard Warren	6566 West Shore Drive, Kent	204-07700-00	\$ 21.42

10. The Board of Commissioners signed the Personnel Action Form authorizing the full time permanent hire of Sharon Spence as an Income Maintenance Aide 2 (replacing Janet Kovich) 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.

11. The Board of Commissioners signed the Personnel Action Form authorizing the full time permanent hire of Denise M. Miller as a Pediatric Nurse Practitioner (replacing Jill Smith) 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.

12. On February 14, 2008, the Board of Commissioners authorized payment of Invoice No. 000000000001 dated January 25, 2008 for professional services rendered for the expanded storm water management program in the amount of \$2,862.89, as presented by MS Consultants, Inc. and authorized by Resolution 07-1213.

Today, the Board of Commissioners authorized payment of an additional \$354.30 for Invoice No. 0000000000001 dated January 25, 2008 for the fixed fee portion of the agreement for a total payment of \$3,217.19, as recommended by Portage County Water Resources Department Director Harold Huff.

13. The Board of Commissioners authorized Portage County Water Resources Department Director Harold Huff to waive water/sewer late fee penalties when he deems the waiver of such to be appropriate.

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 **February 26, 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 11:05 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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