

Tuesday, March 4, 2008

The Board of County Commissioners met in regular session on **Tuesday, March 4, 2008 at 9:20 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 28, 2008 and the March 3, 2008 Robinson Memorial Hospital Board of Trustee meeting. All in favor, motion carries

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

For the record, Mr. Sever advised the Board of Commissioners that the news department is not responsible for items in the Sound Off column. The contact person is Editor David Dix.

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9:20 AM In accordance with the Ohio Rev. Code Ann. (121.22(G)(1), it was moved by **Maureen T. Frederick**, seconded by **Charles W. Keiper II** that the Board of Commissioners move into executive session to prepare for, conduct or review negotiations or bargaining issues with public employees concerning their compensation or other terms and conditions of their employment. **Also present: Attorney Ron Habowski.** Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

9:43 AM Upon conclusion of the above referenced discussion, it was moved by **Maureen T. Frederick**, seconded by **Charles W. Keiper II** that the Board of Commissioners move 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 acknowledged the receipt of the March 3, 2008 Last Best Offer Award for the Portage County Sheriff's Department and the Ohio Patrolmen's Benevolent Association (Correction Officers): SERB Case No. 05-MED-1087, as presented by Attorney Habowski.

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PROSECUTOR

Present: Denise Smith

Review of Prosecutor's Pending List

Attorney Smith reported the following:

1. There is no ORC requirement for the appointment of a Bovine Inspector.
2. The draft lease with Family & Community Services for the temporary space for the Portage County Senior Center is signed and can be removed from the Pending List.
3. Denise Smith agreed to send a letter to Attorney Sicuro regarding the fall of one of his employees at the Riddle Block.

Prosecutor's Correspondence

- 1. February 29, 2008 correspondence from Leigh Prugh, regarding FEMA Community Ratings system. Does the Board require any additional information on this issue/Board of Commissioners agreed that this issue is closed.

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DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: Audrey Tillis

Resolutions

- 1. Create Fund 4210 Middlebury Road Bridge Replacement./08-216

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EXECUTIVE ASSISTANT

Present: Charlene Badger

Discussion of the 2007 Annual Report

The Board of Commissioners agreed to delay the printing of the annual report to allow the removal of the "canned photos" and the addition of different photos. Executive Assistant to work with the Communications Factory on these changes.

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BUILDING DEPARTMENT CBO

Present: Bob Wrentmore

The CBO reminded the Board of Commissioners that Susan Drotar has presented her official letter of retirement, effective May 30, 2008. CBO Wrentmore requests approval to begin the replacement process, with new employee in at least two weeks of training before Susan leaves/Journal Entry

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RESOLUTION No. 08-0207 - 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 March 4, 2008 in the total payment amount of \$ 369,553.31 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. 08-0208 - 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:

03/04/08	78	\$ 4,470.00
03/04/08	76	4,578.82
Total		\$ 9,048.82

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. 08-0209 - 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 **\$10,257.35** as set forth in Exhibit "A" dated **March 4, 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. 08-0210 - RE: APPROVE SPECIFICATIONS AND SET DATE FOR ACCEPTING BIDS FOR THE PROJECT ENTITLED MIDDLEBURY ROAD BRIDGE REPLACEMENT (KEN 193 MIDDLEBURY) OVER THE CUYAHOGA RIVER IN THE CITY OF KENT, PORTAGE COUNTY, OHIO.

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

WHEREAS, Resolution 04-0955 authorized the Portage County Engineer to execute the Local Public Agency (LPA) Agreement with the Director of the Ohio Department of Transportation for the project entitled Middlebury Road Bridge Replacement (KEN 193 MIDDLEBURY); and

WHEREAS, the Scope of Services Phase for this project has now been completed and the specifications are on file with the Portage County Commissioners and the Portage County Engineer; now therefore be it

RESOLVED, that the specifications as submitted for the **Middlebury Road Bridge Replacement Project (KEN 193 MIDDLEBURY)** be and are hereby approved; and be it further

RESOLVED, that sealed bids for this project will be accepted by the Portage County Director of Internal Services, 7th Floor, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio 44266 until **3:00 P.M. on Tuesday, April 1, 2008** and publicly opened and read; and be it further

RESOLVED, that Notice of Receiving Bids shall be published in the Record Courier on **March 7, 2008, March 14, 2008 and March 21, 2008** and the Clerk of this Board is directed to post said Notice on the County Commissioners' Official Bulletin Board, 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:

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

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RESOLUTION No. 08-0211 - RE: APPROVE SPECIFICATIONS FOR ACRYLIC WATER BASE TRAFFIC PAINT FOR USE BY THE PORTAGE COUNTY ENGINEER AND SET TIME AND DATE FOR RECEIVING BIDS FOR SAME.

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

WHEREAS, Specifications have been submitted to this Board of Portage County Commissioners for approval for the following:

Acrylic Water Base Traffic Paint

now therefore be it

RESOLVED, that the specifications, as submitted for the aforementioned *Acrylic Water Base Traffic Paint* for use by the Portage County Engineer, be and are hereby approved; and be it further

RESOLVED, that sealed bids for said *Acrylic Water Base Traffic Paint* for the Portage County Engineer will be accepted by the Director of the Portage County Office of Internal Services, 7th

Floor, Room 701, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until **2:00 P.M.** on **March 26, 2008** and publicly opened and read for same; and be it further

RESOLVED, that Notice of Receiving Bids shall be published in the Record Courier on **March 7, 2008** and **March 14, 2008** and the Clerk of this Board is directed to post said Notice on the County Commissioners' Official Bulletin Board.

Voice vote as follows:

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

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RESOLUTION No. 08-0212 - RE: APPROVE SPECIFICATIONS FOR VARIOUS AGGREGATE MATERIALS FOR USE BY THE PORTAGE COUNTY ENGINEER AND SET TIME FOR RECEIVING BIDS FOR SAME.

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

WHEREAS, Specifications have been submitted to this Board of Portage County Commissioners for approval for various **Aggregate Materials** for use by the Portage County Engineer; now therefore be it

RESOLVED, that the Specifications, as submitted for various **Aggregate Materials** for use by the Portage County Engineer, be and the same are hereby approved; and be it further

RESOLVED, that sealed bids for said **Aggregate Materials** for use by the Portage County Engineer will be accepted by the Director of the Portage County Office of Internal Services, 7th Floor, Room 701, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until **2:00 P.M.** on **April 1, 2008**, and publicly opened and read for the following:

- Various Sizes of Gravel
- Various Sizes of Slag
- Various Sizes of Limestone

and be it further

RESOLVED, that Notice of Receiving Bids shall be published in the Record Courier on **March 14, 2008** and **March 21, 2008** and the Clerk of this Board is directed to post said Notice on the County Commissioners' Official Bulletin Board.

Voice vote as follows:

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

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RESOLUTION No. 08-0213

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**RE: APPROVE SPECIFICATIONS FOR VARIOUS
HIGHWAY MATERIALS FOR USE BY THE
PORTAGE COUNTY ENGINEER AND SET TIME
FOR RECEIVING BIDS FOR SAME.**

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

WHEREAS, Specifications have been submitted to this Board of Portage County Commissioners for approval for various **Highway Materials** for use by the Portage County Engineer; now therefore be it

RESOLVED, that the Specifications, as submitted for various **Highway Materials** for use by the Portage County Engineer, be and are hereby approved; and be it further

RESOLVED, that sealed bids for said **Highway Materials** for the Portage County Engineer will be accepted by the Director of the Portage County Office of Internal Services, 7th Floor, Room 701, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until **2:00 P.M.** on **April 8, 2008** and publicly opened and read for the following:

Various sizes of Storm Sewer Pipe (*corrugated metal pipe, aluminized steel pipe and plastic pipe*)

Guard Rail

Bridge Decking

and be it further

RESOLVED, that Notice of Receiving Bids shall be published in the Record Courier on **March 21, 2008** and **March 28, 2008**, and the Clerk of this Board is directed to post said Notice on the County Commissioners' Official Bulletin Board.

Voice vote as follows:

Christopher Smeiles, Yea;

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 08-0214

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**RE: APPROVE SPECIFICATIONS FOR BITUMINOUS
LIQUIDS AND BITUMINOUS MATERIALS FOR
USE BY THE PORTAGE COUNTY ENGINEER AND
SET TIME FOR RECEIVING BIDS FOR SAME.**

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

B & J Electric of Poland, Inc.	\$ 55,072.50
North Bay Construction	\$ 68,061.00
The Conti Corp	\$ 72,765.00
Workman Industrial Services	\$ 73,395.00
Lockhart Concrete Company	\$ 75,795.30
Bochert Excavating, Inc.	\$ 80,850.00
Nerone & Sons, Inc.	\$ 81,532.50

WHEREAS, based upon his analysis of the bid received (bid tabulation attached), the Portage County Water Resources has made a recommendation for award; now therefore be it

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

Section 1. That this Board hereby award the PROJECT to the responsive bid of B & J Electric of Poland, Inc., 10950 Woodworth Road, North Lima, Ohio 44452, in the bid amount of \$55,072.50.

Section 2. That the Water Resources is hereby authorized and directed to issue the Notice Of Award to the contractor named in Section 1.

Section 3. That the funds to cover the cost of the Project are budgeted in the “Timber Run Pump Station Upgrade”, Fund 5200 Org 520040P6 Object 684000 07190.

Section 4. That the Clerk of this Board is hereby directed to certify a copy of this Resolution to the County Auditor and the Department Of Budget and Financial Management within 15 days after its passage.

Section 5. It is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board and that all deliberations of this Board and of any of its committees on or after November 28, 1975, 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. 08-0216

- RE: CREATE FUND 4210, MIDDLEBURY ROAD BRIDGE REPLACE

8. Approve specifications for various highway materials for use by the Portage County Engineer and set time for receiving bids for same./08-213
9. Approve specifications for bituminous liquids and bituminous materials for use by the Portage County Engineer and set time for receiving bids for same./08-214
10. Accept bids and award contract in the Portage County Regional Sewer District, Project No. RV-0 (07-190), Timber Run Pump Station Upgrade, Ravenna Township (Water Resources Department)./08-215

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INVITATIONS/MEETING NOTICES

March 4, 2008

1. Invitation from the County Commissioners' Association of Ohio for the CORSA renewal meeting on Wednesday, March 12, 2008, 9:30 AM at the Holiday Inn, Columbus.
2. Invitation from the Ohio Economic Development Association for the Legislative Event on Wednesday-Thursday, April 2-3, 2008.
3. Invitation from the Ravenna Area Chamber of Commerce for the Business After Hours at Right Choice Design on Wednesday, March 12, 2008, 5:00-7:00 PM, 256 W Main St., Ravenna

Invitation to attend a Networking Lunch at Maplewood Career Center on Friday, March 7, 2008, 11:45 AM.
4. Does the Board wish to attend the Greater Akron Chamber 2008 Annual Meeting at the John S. Knight Center on Wednesday, March 19, 2008? RSVP by March 12, 2008.

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INCOMING CORRESPONDENCE

DISCUSSION

March 4, 2008

1. February 25, 2008 correspondence from Mayor Poland, City of Ravenna, requesting Board authorization to place the Ravenna Police Department's law enforcement antenna on the Portage County antenna tower located at the Courthouse/Forward to JoAnn Townend and Tim Miller and add to the Internal Services agenda on March 6th. Invite Tim Miller to attend.
2. February 29, 2008 e-mail from Commissioner Frederick, regarding the following:
 - (A) Commissioner Frederick noted that she is getting calls regarding no parking in the Administration Building parking lot. Should the county cars be moved to the F Lot? Should a Security Guard be hired to police the parking lots?
 - (B) The Board of Commissioners agreed to meet with Desiree Perry of CARE (Children Always Resisting Enemies) in Skeels to discuss issues with children this summer. Are they a 501 C(3)? Is this a request for funding? Executive Assistant to contact and investigate prior to this meeting.
 - (C) Commissioner Frederick received a request from Shalersville Township Nancy Vines for an update on the Airport runway extension. The Board of Commissioners agreed that she should be referred to the Airport Board.
 - (D) Commissioner Frederick received a request from County Auditor for the Neighborhood Development Services, Inc. Bank statements. Internal Auditor Carol Kurtz has the statements, which will be sent to the Auditor.

(E) Gayle Diehl has asked that Commissioner Smeiles contact him.

3. The Board of Commissioners received a telephone call on February 28, 2008 from Frank Waldek, requesting a proclamation for the County Engineer for doing such a great job on the County roads during the snowstorm/Information only

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JOURNAL ENTRIES

March 4, 2008

1. The Board of Commissioners received the 2007 Annual Report as presented by the Portage County Municipal Court.
2. The Board of Commissioners received the February 27, 2007 correspondence from Shirley Groves, Maintenance Department, regarding her resignation effective Monday, June 30, 2008.
3. February 28, 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. Board of Commissioners' authorization requested to have the Portage County Human Resources Department pay Invoice No. 134767 dated January 20, 2008 from Mazanec, Raskin, Ryder & Keller Co., LPA for professional services rendered from December 26, 2007-January 14, 2008 in the case of Wilson, Isis vs. Portage County \$288.60 as presented by the Prosecutor's office.
5. The Board of Commissioners received certificates for Commissioner Frederick, Commissioner Smeiles and Commissioner Keiper (represented by Deborah Mazanec), indicating successful completion of training regarding the Ohio Public Records and Open Meetings laws as required by the ORC.
6. Board of Commissioners' authorization requested for Commissioner Smeiles to sign the Portage County Commissioners RLF Check No. 1118 dated February 29, 2008 to Neighborhood Development Services Inc. for \$ 500.00 for foreclosure counseling and Check No. 1117 dated February 29, 2008 to Wells Fargo Home Mortgage for \$ 3,000.00 for mortgage catch up for Client Couple 2008-004C and 2008-004P 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.

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REFERRED

March 4, 2008

1. February 21, 2008 correspondence from Michael Hiler, Ohio Department of Development, regarding the reduction of funding for Grant NO. B-W-03-062-1./Forwarded to Internal Auditor and Regional Planning Commission.
2. February 25, 2008 memo from Lee Fisher, Ohio Department of Development, regarding the Draft Fiscal Year 2008 Ohio Consolidated Plan and Executive Summary./Forward to Neighborhood Development Services Inc. and Regional Planning Commission.
3. March 3, 2008 e-mail from Commissioner Keiper to Charlene Badger, Executive Assistant, regarding the PARTA Board of Trustees.

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INFORMATION ONLY

March 4, 2008

1. February 25, 2008 memo from the County Commissioners' Association of Ohio, including 2008 membership material.
2. February 22, 2008 correspondence from Distillata, regarding a price increase of \$ 0.25 effective March 1, 2008 on each 5 gallon bottle of water.
3. February 28, 2008 e-mail from Ohio Economic Development Association, regarding the Governor's Cup Announcement.
4. February 25, 2008 correspondence from Michael Hiler, Ohio Department of Development, regarding the monitoring report for Grant No. B-F-05-062-1. No findings/corrective actions were noted. (cc: Regional Planning Commission and Neighborhood Development Services Inc. by Ohio Department of Development).
5. The Board of Commissioners received the February 29, 2008 Press Release entitled International Trade Assistance Center and Cleveland State University Establish Partnership.
6. The Board of Commissioners received the Garrettsville Area Chamber of Commerce news for March 2008.

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Journal Entry

March 4, 2008

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

1. The Board of Commissioners acknowledged the receipt of the 2007 Annual Report, as presented by the Portage County Municipal Court.
2. The Board of Commissioners acknowledged the receipt of the February 27, 2007 correspondence from Shirley Groves, Maintenance Department, advising of her resignation as a Housekeeper I, effective Monday, June 30, 2008.
3. The Board of Commissioners acknowledged the receipt of the January 28, 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 authorized the Portage County Human Resources Department to pay Invoice No. 134767 dated January 20, 2008 from Mazanec, Raskin, Ryder & Keller Co., LPA for professional services rendered from December 26, 2007-January 14, 2008 in the case of Wilson, Isis vs. Portage County \$288.60, as presented by the Portage County Prosecutor.
5. The Board of Commissioners acknowledged the receipt of the Ohio Attorney General Certification for Commissioner Frederick, Commissioner Keiper and Commissioner Smeiles (represented by Deborah Mazanec), indicating successful completion of training regarding the Ohio Public Records and Open Meetings laws, as required by the Ohio Revised Code.

6. The Board of Commissioners authorized Commissioner Smeiles to sign the Portage County Commissioners RLF Check No. 1118 dated February 29, 2008 to Neighborhood Development Services Inc. for \$500.00 for foreclosure counseling and Check No. 1117 dated February 29, 2008 to Wells Fargo Home Mortgage for \$3,000.00 for mortgage catch up for Client Couple 2008-004C and 2008-004P, 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.
7. After meeting today with CBO Bob Wrentmore, the Board of Commissioners authorized the CBO to work with the Human Resources Department to begin the replacement process for current employee Susan Drotar, who retires on May 30, 2008. The Board of Commissioners authorized the new employee to start employment at least two weeks before Ms. Drotar leaves county employment for training.
8. The Board of Commissioners signed the following Personnel Requisitions, as presented by Lynn Leslie, Director of the Portage County Human Resources Department, and approved by Department of Job & Family Services Director Anita Herington:

DEPARTMENT	JOB TITLE	GRADE	ACTION
Job & Family Services	Clerical Specialist 4 Replacement for Glady Tasker	JFS F	Post Internally & Externally

9. After meeting today with Attorney Ron Habowski in an Executive Session, the Board of Commissioners acknowledged the receipt of the March 3, 2008 *Last Best Offer Award* for the Portage County Sheriff's Department and the Ohio Patrolmen's Benevolent Association (Correction Officers): SERB Case No. 05-MED-1087, as presented by Attorney Habowski. The Board of Commissioners authorized Attorney Habowski to prepare the final labor agreement for immediate execution.

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 **March 4, 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 10:42 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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