

Tuesday, April 8, 2008

The Board of County Commissioners met in regular session on **Tuesday, April 8, 2008 at 9:40 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 April 3, 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

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DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT

Present: Audrey Tillis, Matt Aldeman

The Director presented the 1st Quarterly Review, noting that the Transfer Tax is down 40% from this time in 2007 and the Sales Tax revenues are up.

Intern Aldeman has made contact with the Commissioners Department Directors to schedule meetings to discuss the functions of each of the departments under the Board of Commissioners in relation to the funding it receives and organizational structure.

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RESOLUTION No. 08-0311 - 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 April 8, 2008 in the total payment amount of **\$725,331.13 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. 08-0312 - 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:

04/08/08	272	\$ 1,270.51
04/08/08	273	5,351.00
04/08/08	321	1,260.00
04/08/08	327	55,578.55
Total		\$ 63,460.06

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. 08-0313 - 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 **\$28,781.41** as set forth in Exhibit "A" dated **April 8, 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. 08-0314 - RE: ACCEPTANCE OF DONATION TO THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES.

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

WHEREAS, the Portage County Department of Job & Family Services received a \$100.00 gift card from the Streetsboro Wal-Mart Supercenter on Singletary Drive; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby accept the donation on behalf of the Portage County Department of Job & Family Services to be used in the purchase of children's books for the department's client waiting area; 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. 08-0315

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RE: AMEND RESOLUTION 08-0306: PORTAGE COUNTY COMMISSIONERS' BOARD APPOINTMENTS FOR THE DIRECTOR OF THE PORTAGE COUNTY DEPARTMENT OF ECONOMIC DEVELOPMENT FOR THE YEAR 2008

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 No. 08-0306 on April 3, 2008 appointing William Ulik, Director of the Portage County Department of Economic Development, to the Akron Metropolitan Area Transportation Study (AMATS) Citizen Involvement Committee as Commissioner Keiper's alternate; and

WHEREAS, the Board of Commissioners has agreed that Director Ulik should not serve in this capacity at this time; now therefore be it

RESOLVED, that the Board of Commissioners that Resolution 08-0306 is amended to incorporate that change; and be it further

RESOLVED, that the Resolution will read in its entirety as follows, superseding and replacing Resolution 08-0306:

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WHEREAS, upon the hire of William Ulik as the Director of the Portage County Department of Economic Development, the Board of Commissioners agrees to update their appointments to various Board and Commissions; now therefore be it

RESOLVED, by the Board of County Commissioners, Portage County, Ohio, that the following board appointments be made:

Community Improvement Corporation of Summit, Medina, And Portage Counties (CIC)
Portage County Commissioners

Christopher Smeiles
Maureen T. Frederick
Charles W. Keiper II

Alternate: William Ulik
Portage County Director of the Department of Economic Development

NEOTEC Board of Trustees
William Ulik

Portage County Director of the Department of Economic Development

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. 08-0316 - RE: ACCEPT CONTRACT CHANGE ORDER NO. 2 TO THE CONTRACT BETWEEN LAKE ERIE CONSTRUCTION COMPANY AND PORTAGE COUNTY, FOR THE 2007 GUARDRAIL UPGRADING PROJECT.

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

WHEREAS, Resolution 07-1037, adopted by the Portage County Board of Commissioners on October 18, 2007, authorized the execution of a contract between Lake Erie Construction Company and Portage County for the 2007 Guardrail Upgrading Project, and

WHEREAS, Resolution 08-0083, adopted by the Portage County Board of Commissioners on January 24, 2008, accepted Contract Change Order No. 1 to said contract, which increased the original contract from \$181,220.00 to \$221,164.07, and

WHEREAS, additional modifications to the 2007 Guardrail Upgrading Project plans are required as barrier reflectors for mounting on guardrail were inadvertently omitted from said plans and are required in order to complete the project, and

WHEREAS, said barrier reflectors will require an increase to said contract in the amount of \$1,357.00; and

WHEREAS, project completion date of April 6, 2008, for said contract, will be extended by 11 days, to April 17, 2008, due to weather delays, now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby accept Contract Change Order No. 2 to the contract between Lake Erie Construction Company and Portage County for the 2007 Guardrail Upgrading Project, and be it further

RESOLVED, that said Contract Change Order will increase the amount of the 2007 Guardrail Upgrading Project contract between Lake Erie Construction Company and Portage County from \$221,164.07 to **\$222,521.07**; and be it further

RESOLVED, that the Board of Portage County Commissioners authorizes the execution of said Contract Change Order between Lake Erie Construction Company and Portage County; 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. 08-0317 - RE: ACCEPT THE SETTLEMENT OF CLAIMED VIOLATION OF A SPECIFIC SAFETY REQUIREMENT AGREEMENT FOR DONNA HORVATH.

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

WHEREAS, Donna Horvath, while working for the Portage County Solid Waste Management District, received work related injuries on or about May 26, 2005, which resulted in a claim being filed for the payment of Workers' Compensation benefits and medical services; and

WHEREAS, the parties now desire to make a full and complete lump sum settlement of the alleged violation of a specific safety requirement subject to the approval of the Industrial Commission; and

WHEREAS, Donna Horvath agrees and understands that by accepting this lump sum payment she releases and forever discharges Portage County, the Industrial Commission, the Bureau of Workers' Compensation and the Ohio State Workers' Compensation Insurance fund from any and all claims or demands, present or future that might otherwise be made against Portage County because of Portage County's claimed violation of a specific safety requirement; now therefore be it

RESOLVED, that the Portage County Board of Commissioners agrees to accept the settlement agreement and release executed by Donna Horvath, for full settlement of Five Hundred and 00/100 Dollars (\$500.00); and be it further

RESOLVED, that the Portage County Board of Commissioners authorizes the President of the Board Christopher Smeiles, to sign the settlement; 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 an 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. 08-0318 - RE: ACCEPT THE SETTLEMENT OF CLAIMED VIOLATION OF A SPECIFIC SAFETY REQUIREMENT AGREEMENT FOR ISIS WILSON.

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

- WHEREAS,** Isis Wilson, while working for the Portage County Solid Waste Management District, received work related injuries on or about May 26, 2005, which resulted in a claim being filed for the payment of Workers' Compensation benefits and medical services and
- WHEREAS,** the parties now desire to make a full and complete lump sum settlement of the alleged violation of a specific safety requirement subject to the approval of the Industrial Commission; and
- WHEREAS,** Isis Wilson agrees and understands that by accepting this lump sum payment she releases and forever discharges Portage County, the Industrial Commission, the Bureau of Workers' Compensation and the Ohio State Workers' Compensation Insurance fund from any and all claims or demands, present or future that might otherwise be made against Portage County because of Portage County's claimed violation of a specific safety requirement; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners agrees to accept the settlement agreement and release executed by Isis Wilson, for full settlement of Ten Thousand and 00/100 Dollars (\$10,000.00); and be it further
- RESOLVED,** that the Portage County Board of Commissioners authorizes the President of the Board, Christopher Smeiles, to sign the settlement; 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 an 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. 08-0319 - RE: ACCEPT THE SETTLEMENT OF CLAIMED VIOLATION OF A SPECIFIC SAFETY REQUIREMENT AGREEMENT FOR NANCY CHRISMAN

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

- WHEREAS,** Nancy Chrisman, while working for the Portage County Solid Waste Management District, received work related injuries on or about May 26, 2005, which resulted in a claim being filed for the payment of Workers' Compensation benefits and medical services; and

1. Invitation from the NE Ohio Snow & Ice Committee for the 3rd Annual N.E.O. Snow and Ice Technologies Workshop on Thursday, May 15, 2008, Solon Community Center, 7:00 AM.
2. Meeting notice for the Regional Planning Commission meetings on Wednesday, April 9, 2008, 3:30 PM and 4:30 PM at the Regional Planning Commission office.
3. Invitation from the Greater Akron Chamber for a complimentary breakfast briefing on education on Tuesday, April 29, 2008, 8:00-10:00 AM at the Martin Center at The University of Akron.
4. Invitation from the Aurora Chamber of Commerce for the Business and Community Golf Outing on Thursday, June 5, 2008, 12:00 Noon Shotgun start, at the Aurora Golf & Country Club.
5. Meeting notice from Ravenna Township Zoning for the Zoning Appeals meeting on Wednesday, April 9, 2008, 7:00 PM at the Trustees Meeting Room, 705 Oakwood.
6. Invitation from ITAC for the Managing Directors Forum on Tuesday, May 6, 2008, 1:00-8:00 PM, Embassy Suites Hotel, Independence.
7. Does the Board wish to attend the Groundbreaking of Robinson Memorial Hospital Streetsboro Facility on Thursday April 24, 2008, 10:00 AM?
8. Invitation from Robinson Memorial Hospital for an Open House at the new Robinson Health Center at Brimfield on Thursday, May 8, 2008, 4:30-6:30 PM, 1365 Kelso Drive, Kent.

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INCOMING CORRESPONDENCE

DISCUSSION

April 8, 2008

1. April 1, 2008 correspondence from Chell Rossi, The Ohio Vietnam Veterans' Memorial Park, requesting financial support of the Ohio Veterans' Memorial.
2. April 3, 2008 memo from Charlene Badger, Executive Assistant, regarding tax bill 28-076-00-00-007-990.
3. March 31, 2008 correspondence from Dr. Michael Pryce, Portage County Regional Airport Authority, including a copy of Order 510038C from the Federal Aviation Administration Airport Improvement Program Handbook.
4. April 4, 2008 e-mail from Bob Wrentmore, Building Department, regarding the first floor of the Prosecutor's Office.
5. April 4, 2008 e-mail from Vickie Steiner, Human Resources Department, regarding the employee appreciation day event.

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JOURNAL ENTRIES

April 8, 2008

1. The Board of Commissioners received a Billing Notice for the renewal of the safe deposit box rental from April 2008 through April 2009 at a cost of \$75.00 as presented by Portage Community Bank.

2. The Board of Commissioners received the Portfolio Report for March 2008 as presented by the Portage County Treasurer's Office.
3. Board of Commissioners' authorization requested to have Commissioner Smeiles sign the CHIP HOME Semi Annual Report for the period September 2, 2007-March 2, 2008 for Grant No. B-C-06-062-2 as requested by Neighborhood Development Services Inc. Documents reviewed by Carol Kurtz, Internal Auditor noting the report appears to be appropriate, authorized and supported by documents reviewed.
4. Board of Commissioners' authorization requested to have Commissioner Smeiles sign the Ohio Community Development Block Grant Program Status Report for Grant Nos. B-F-06-062-1 and B-F-07-062-1 as requested by the Regional Planning Commission. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized.
5. April 3, 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.
6. Board of Commissioners' authorization requested to allow use of the 3rd Floor Veteran Services Office on Monday, April 28, 2008 from 4:30-7:00 PM for a Commission Meeting as requested by Robert Park, Veteran Services.
7. Board of Commissioners' signature requested on the payment authorization form for \$66.36 payable to Record Publishing for bid advertising for Activity #9 Demolition as requested by the Regional Planning Commission. The B-F-06 Formula Grant Activity #9 Demolition is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized.
8. Board of Commissioners' signature requested on the payment authorization form for \$ 7,275.00 payable to Rick Hawksley dba Design with a Vision for architectural services for the rehabilitation of the Portage Senior Center located on Oakwood Street in Ravenna City as requested by the Regional Planning Commission. The B-F-07 Formula Grant Activity #01 Senior Center is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting all documents appear to agree and to be properly authorized and appropriate.
9. Board of Commissioners' signature requested on the purchase requisition for annual membership dues for the Ohio Conference of Community Development, inc. for \$ 250.00 as requested by the Regional Planning Commission. The B-F-07-062-1 Formula Grant Activity #7 is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the documents appear to agree and the payment request seems to be appropriate.
10. Board of Commissioners' signature requested on the purchase requisition for annual subscription dues for Thompson Publishing Group Inc for \$ 398.50 for the local/state funding report as requested by the Regional Planning Commission. The B-F-07-062-1 Formula Grant Activity #7 is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting all documents agree and appear to be appropriate.
11. Board of Commissioners' authorization requested to have Commissioner Smeiles sign the three (3) 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
Sheila C. Smith	766 Antler Trail Streetsboro, OH 44241	\$ 326.03	402-29950-00
Derrel Morehead	6614 Pit Rd. Kent, OH 44240	\$ 182.46	204-09400-00
Evelyn Tuttle	4092 New Milford Rd. Rootstown, OH 44272	\$ 185.98	324-00430-00

12. Board of Commissioners' authorization requested to accept the recommendation of Portage County Water Resources Department Director Harold Huff to reduce the water & sewer bill for 1361 E. Main St., Ravenna, OH, East Park Restaurant/Drive-In due to the electric company turning the power off in order to replace a pole at the site of East Park:

Name	Address	Account Number	Credit Account By
East Park Restaurant and Drive Thru	1361 E. Main St Ravenna, OH 44266	399-21600-00	\$ 268.64

13. Board of Commissioners signature requested on the April 2, 2008 correspondence to Cascades Corners LLC, advising that the Portage County Water Resources Department records indicate that Project No. BR-W (07-020), Cascades Block B, Water Main has been completed, including construction of all water lines, testing, chlorination and restoration. All conditions of the General Water Agreement have been met and the project is accepted by Portage County subject to the usual one year guarantee of workmanship and material as presented by the Water Resources Department.
14. Board of Commissioners' authorization requested for a payment request for \$ 2,733.80 for retainage for work performed by Carano Environmental Services Inc. as funded by the 2006 CHIP Down Payment Assistance and Rehab, Fund 63, from Purchase Order 26029 as requested by Neighborhood Development Services Inc. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be accurate, appropriate for the circumstances, properly authorized and when compared with previously sent documents supporting earlier payments.

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REFERRED

April 8, 2008

1. March 28, 2008 correspondence from Michael Hiler, Ohio Department of Development, regarding CDBG Formula Allocation Grant No. B-F-08-062-1./Forwarded to Neighborhood Development Services Inc. and Regional Planning Commission.
2. April 4, 2008 memo from Dave McIntyre, Dog Warden, regarding donation from individuals sentenced at Courts./Forwarded to Carol Kurtz, Internal Auditor for recommendation as to how to proceed.
3. April 4, 2008 memo from Dave McIntyre, Dog Warden, including a donation from Pedigree Company for \$ 206.62./Forwarded to Carol Kurtz, Internal Auditor for resolution.

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INFORMATION ONLY

April 8, 2008

1. The Board of Commissioners received The AMATS Quarterly newsletter for 1st quarter, 2008.
2. March 26, 2008 correspondence from Christine Hotz, Ohio Department of Public Safety, regarding Grant No. 2007-GE-T7-0030, FY07 State Homeland Security Program (SHSP).
3. The Board of Commissioners received the About Our Family newsletter for March 2008 as presented by Family & Community Services.
4. March 27, 2008 correspondence from Dominic Gatta, DSV Builders Inc., to Franklin Gray, Pinline Properties LLC, regarding unauthorized roof access.
5. The Board of Commissioners received the Chamber Hub newsletter for April 2008 from the Streetsboro Chamber of Commerce.
6. The Board of Commissioners received the Common Ground newsletter for Winter/Spring 2008 as presented by the Western Reserve Resource Conservation & Development Council (RC&D).

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PROSECUTOR'S CORRESPONDENCE

April 8, 2008

1. March 31, 2008 e-mail from Denise Smith, regarding landlord waiver submitted by Bank of America.
2. April 3, 2008 correspondence from Denise Smith regarding an agreement with Ravenna Parks & Recreation.
3. April 3, 2008 confidential correspondence from Leigh Prugh regarding proposed monitoring services agreement between Portage County and BI Incorporated for Adult Probation.
4. Resolutions: April 3, 2008 correspondence from Tommie Jo Marsilio, regarding the settlement agreement for Isis Wilson, Nancy Chrisman and Donna Horvath/08-0317, 08-0318, and 08-0319.

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Journal Entry

April 8, 3008

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

1. The Board of Commissioners authorized payment to Portage Community Bank for the renewal of the safe deposit box rental from April 2008 through April 2009 at a cost of \$75.00 per year.
2. The Board of Commissioners acknowledged the receipt of the Portfolio Report for March 2008, as presented by the Portage County Treasurer.
3. The Board of Commissioners authorized Commissioner Smeiles to sign the CHIP HOME Semi Annual Report for the period September 2, 2007-March 2, 2008 for Grant No. B-C-06-062-2, as presented by Neighborhood Development Services Inc. Documents reviewed by Carol Kurtz, Internal Auditor noting the report appears to be appropriate, authorized and supported by documents reviewed.
4. The Board of Commissioners authorized Commissioner Smeiles to sign the Ohio Community Development Block Grant Program Status Report for Grant Nos. B-F-06-062-1 and B-F-07-062-1, as

presented by the Regional Planning Commission. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized.

5. The Board of Commissioners acknowledged the receipt of the April 3, 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.
6. The Board of Commissioners authorized use of the 3rd Floor Veteran Services Office on Monday, April 28, 2008 from 4:30-7:00 PM for a Commission Meeting, as requested by Robert Park, Veteran Services.
7. The Board of Commissioners signed the payment authorization form for \$66.36 payable to Record Publishing for bid advertising for Activity #9 Demolition, as presented by the Regional Planning Commission. The B-F-06 Formula Grant Activity #9 Demolition is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized.
8. The Board of Commissioners signed the payment authorization form for \$7,275.00 payable to Rick Hawksley, dba Design with a Vision, for architectural services for the rehabilitation of the Portage Senior Center located on Oakwood Street in Ravenna City, as presented by the Regional Planning Commission. The B-F-07 Formula Grant Activity #01 Senior Center is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting all documents appear to agree and to be properly authorized and appropriate.
9. The Board of Commissioners signed the purchase requisition for payment of the annual membership dues for the Ohio Conference of Community Development, Inc. for \$250.00, as presented by the Regional Planning Commission. The B-F-07-062-1 Formula Grant Activity #7 is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the documents appear to agree and the payment request seems to be appropriate.
10. The Board of Commissioners signed the purchase requisition for payment of the annual subscription dues for Thompson Publishing Group, Inc. for \$398.50 for the local/state funding report, as presented by the Regional Planning Commission. The B-F-07-062-1 Formula Grant Activity #7 is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting all documents agree and appear to be appropriate.
11. The Board of Commissioners authorized Commissioner Smeiles to sign the three (3) 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
Sheila C. Smith	766 Antler Trail Streetsboro, OH 44241	\$ 326.03	402-29950-00
Derrel Morehead	6614 Pit Rd. Kent, OH 44240	\$ 182.46	204-09400-00
Evelyn Tuttle	4092 New Milford Rd. Rootstown, OH 44272	\$ 185.98	324-00430-00

12. The Board of Commissioners accepted the recommendation of Portage County Water Resources Department Director Harold Huff to adjust the water and sewer bill for 1361 East Main Street, Ravenna, Ohio 44266 (East Park Restaurant/Drive-In) due to Ohio Edison turning the power off in order to replace a

pole at the site of East Park and the restaurant drive-in issuing drinking water that did not go down the sewer drain:

Name	Address	Account Number	Credit Account By
East Park Restaurant and Drive Thru	1361 E. Main St Ravenna, OH 44266	399-21600-00	\$ 268.64

13. The Board of Commissioners signed the April 2, 2008 correspondence to Cascades Corners LLC, of Cleveland, Ohio, advising that the Portage County Water Resources Department records indicate that Project No. BR-W (07-020), Cascades Block B, Water Main has been completed, including construction of all water lines, testing, chlorination and restoration. All conditions of the General Water Agreement have been met and the project is accepted by Portage County subject to the usual one year guarantee of workmanship and material, as presented by the Water Resources Department.
14. The Board of Commissioners signed a payment request for \$2,733.80 for retainage for work performed by Carano Environmental Services Inc. of Cuyahoga Falls, Ohio, as funded by the 2006 CHIP Down Payment Assistance and Rehab, Fund 63, from Purchase Order 26029 and presented by Neighborhood Development Services Inc. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be accurate, appropriate for the circumstances, properly authorized and when compared with previously sent documents supporting earlier payments.
15. The Board of Commissioners signed the Personnel Action form acknowledging the resignation of Connie Weber as a BCMH Public Health Nurse in the Portage County Department of Job and Family Services, effective June 1, 2008, as presented by the Human Resources Department Director Lynn Leslie and approved by the Department of Job and Family Services Director Anita Herington.
16. The Board of Commissioners signed the Personnel Action form acknowledging the retirement of Terri Brunswick as an Eligibility Referral Supervisor for the Portage County Department of Job and Family Services, effective May 30, 2008, as presented by the Human Resources Department Director Lynn Leslie and approved by the Department of Job and Family Services Director Anita Herington.

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 **April 8, 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 1:30 PM. 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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