

**Thursday, May 8, 2008**

The Board of County Commissioners met in regular session on **Thursday, May 8, 2008 at 11:05 AM** with the following members present:

Christopher Smeiles

Charles W. Keiper II

Maureen T. Frederick

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It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick to approve the meeting minutes of the May 6, 2008 meeting. All in favor, motion carries

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

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**SHERIFF'S DEPARTMENT**

Present: Sheriff Duane Kaley, ITS Director Brian Kelley, Department of Homeland Security & Emergency Management Director Jon Barber, Attorneys David Brode and Tommie Jo Marsilo, John Jacobs and Greg Yaskulka of IntelliTech

1. Pay to Stay

Brian Kelley advised that the Sheriff would like to move forward with this program. There is a requirement of an upfront amount of \$12,500 from the General Fund. Once the funds are in place, an agreement would be signed. John Jacobs of IntelliTech would assign a Project Manager to work with Portage County and Sheriff on policies and procedures. Brian Kelley will send the agreement to the Prosecutor for review and the Board of Commissioners will work with the Department of Budget & Finance to identify a funding source. The goal is to have everything in place by May 27, 2008. The Board of Commissioners noted that they adopted Resolution 98-547 on September 22, 1998 authorizing this program.

2. CAD/ 9-1-1

Brian Kelley advised that Wireless 911 funding has been used to upgrade the 911 computer and radio systems, replaced the dispatch console with new furniture, and are currently proceeding to the mapping phase.

Part of the original budget submitted to the state designated funds for a computer aided dispatch system, which integrates with 911, mapping and Sheriff's records. The mapping system would identify where units are as well as where the call is coming from. A call history would also be available.

The current system was purchased in 1995 and in use for 13 years. It has been "nursed through" and was identified in the Kent State Strategic Plan as needing an upgrade at a cost of approximately \$500,000. An RFP would have to be sent out.

Mr. Kelley stated that the initial Wireless 911 funding was for a four year period and expires December 31, 2008. Jon Barber advised that there is a bill pending to extend this period to 2012, but it has not been passed yet. Mr. Kelley noted that the legislation language does allow these funds to be used for a mapping system, maintenance agreements, equipment upgrades, and ongoing personnel costs.

Currently, there is a \$100,000 balance in the account; Jon Barber noting that the Board of Commissioners cash advanced some funds to the Department of Homeland Security & Emergency Management and there is payment to be made for some training. There is a monthly service fee of \$1400 per month for the maintenance. David Brode noted that the PUCO has indicated that payment of the maintenance fees for the Wireless 911 is an acceptable use of these funds.

Jon Barber noted that the next generation items are coming, which have the capability to accept data, voice override IP, etc. The current system can accept the data but the data cannot be transferred to FireCom (who handles 10 Portage County Township and one Village dispatch) because their equipment is not able to accept the data. The VIPER IP based system would allow a cheaper system to be installed to allow this company and others to accept the data from the Portage County Sheriff.

Jon Barber noted that the current system fulfills the obligation to get this system to the other PSAPS. The current system is built to accept the current data – new technology (i.e. streaming video) cannot be accepted by the county system. It would cost about \$60,000 to upgrade to the VIPER system.

There was discussion regarding a sharing by all PSAPS in the maintenance costs.

Commissioner Keiper noted that it would seem that a centralized dispatch system may be something the Board of Commissioners would want to consider. All the separate dispatch centers would have to agree to move to a centralized system. Commissioner Smeiles noted that the Board discussed this idea many years ago with local governments but there was not agreement by the local township governments to move forward.

Sheriff Kaley stated that central dispatch is an interesting concept but the task would be getting everyone on board. There are six PSAPS in the county (including Portage County) who would need to be in agreement. Jon Barber stated that, as costs continue to soar, the PSAPS may agree to look at the centralized system.

Commissioner Keiper noted that this is a question of leadership at this point. A small jurisdiction will not be able to keep up with the cost of change. Perhaps the Board of Commissioners and Sheriff should put the centralized system in place and allow others to come in as they see fit. Commissioner Keiper noted that a levy issue could be placed on the ballot asking for funding for a centralized dispatch center.

Mr. Kelley agreed that all long term agreements should be looked at.

Commissioner Smeiles stated that he will call a meeting of the 911 Committee once he has some legal questions answered. Once those questions are answered, the Board of Commissioners agreed that the Board of Commissioners should host a meeting with Portage County communities to discuss a variety of issues .

Mr. Kelley advised that the cost estimate he has is about \$500,000 for the installation of a CAD System. Jon Barber noted that the radio interface portion has been completed. An RFP would have to be issued for this purchase, this cost estimate is just a ball park figure. Until a funding source is located, an RFP will not be issued.

Jon Barber noted that the funding source is the existing balance of approximately \$100,000 and the Grants Coordinator is willing to investigate grant options. Jon Barber advised that the legislation to

extend the sunset has bi-partisan support; Director Barber will investigate and let the Board of Commissioners know if this legislation is on the fast track.

There is no Board action required today although the Board of Commissioners agreed to closely monitor Columbus, expedite the search for grant funds and other revenues and other options. Mr. Kelley advised that some CAD providers do allow a lease of the equipment rather than a purchase of equipment.

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**GENERAL SERVICES - Cancelled**

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**INTERNAL SERVICES**

Present: JoAnn Townend

**DISCUSSION**

1. Projects – Architectural fee for economic development office relocation \$ 19,875.00.  
Architectural fee for remodeling of five (5) offices in Riddle Block I ground floor next to Home Savings Bank \$10,900.00/Journal Entry
2. Adult Probation – vehicles – balance in vehicle acct. is \$139,131.00/Journal Entry

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**RESOLUTIONS**

1. Approve specs and set proposal date for deferred compensation plan./08-407
2. Approve specs and set bid date for the senior center rehab project./08-408/Sally Kelly to review the plans and sign off.
3. Enter into an agreement for a software license agreement with Lablite./08-409
4. Enter into an agreement for software & support services with Kronos./08-410
5. Enter into an MOU with West Side Ecumenical Ministries ('08)./08-411
6. Enter into an MOU with West Side Ecumenical Ministries ('08-'10)./08-412
7. Enter into amendment no. 2 with Group One LLC./08-413
8. Enter into amendment no. 3 with FC & S to terminate PRC bankruptcy counseling services./08-414
9. Enter into amendment no. 3 with FC & S to terminate PRC domestic violence services./08-415
10. Enter into amendment no. 4 with FC & S to provide PRC summer youth work experience services./08-416
11. Enter into amendment no. 1 with FC & S to decrease transportation services./08-417
12. Enter into amendment no. 1 with Emerald Transportation to increase transportation services./08-418
13. Enter into amendment no. 1 with FC & S to decrease title XX transportation services./08-419
14. Enter into amendment no. 1 with Emerald Transportation to increase title XX transportation services./08-420
15. Enter into an agreement with Rootstown Township for the '08 storm water program./08-421
16. Enter into an agreement with Ravenna Township for the '08 storm water program./08-422
17. Enter into an agreement with Franklin Township for the '08 storm water program./08-423
18. Enter into an agreement with Suffield Township for the '08 storm water program./08-424
19. Enter into an agreement with the Village of Sugar Bush Knolls for the '08 storm water program./08-425
20. Enter into a real estate lease agreement with Van Tawney for the lease of garage located at 428 S. Chestnut St./08-426

- 21. Enter into a ground lease amendment no. 2 with Stanley Sayre./08-427
- 22. Enter into a real estate lease agreement with JFS for 428 S. Chestnut St./08-428
- 23. Award the sale of real estate owned by Portage County in Franklin Township./08-429

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**JOB & FAMILY SERVICES**

Present: Anita Herington, Terri Burns

- I. Non-Bargaining Unit Pay Adjustments/Journal Entry
- II. The June 2008 Job Fair is moving forward
- III. The Director advised that the Ohio Department of Health contacted the Portage County Health Department and expressed concern there will not be a Director of Nursing on staff for the Portage County BCMH Program, with the retirement of the current JFS Director of Nursing. Anita Herington will draft a letter for the Board of Commissioners to send to the ODOH relinquishing the responsibility to the Portage County Health Department.
- IV. MEDICAID/ODOH – The Director noted that there was a meeting last week where the JFS determined another source of funds for MEDICAID patients. An analysis is being performed and the Director will keep the Board of Commissioners informed. Should the Child Health Services Clinic be part of the new Community Health Center? How can we get these funds into the county?
- V. The Director presented the Child Support statistics, which show that things are going in the right direction.
- VI. The Director noted that the January Food Stamps report shows a zero error rate.
- VII. The Director updated the Board of Commissioners on the JFS succession planning and management team building services.

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**HUMAN RESOURCES**

Present: Lynn Leslie, Audrey Tillis

- 1. Revised job classification – Construction Engineer in Water Resources Department/Journal Entry
- 2. Revised Workers’ Compensation chargeback for retro year 2007 paid in 2008

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The Board agreed to have the Director of Office of Homeland Security and Emergency Management prepare a draft resolution for Board consideration for the Office of Homeland Security and Emergency Management Intern.

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**RESOLUTION No. 08-0399 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.**

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

**RESOLVED,** that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Internal Auditor or other designee on May 8, 2008 in the total payment amount of **\$492,710.30 for Funds 0001-8105** 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. 08-0400 - RE: WIRE TRANSFER APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.**

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

**RESOLVED,** that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Internal Auditor or other designee on May 8, 2008 in the total payment amount as follows:

**1. \$187,864.06 for Medical Mutual Claims-Fund 7101; and**

as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

**RESOLVED,** that the Board of Commissioners authorizes the wire transfer for the charges relating to health benefits, as presented by the Portage County Auditor's Office:

Wire Transfer on Friday, May 9, 2008 \$ 187,864.06

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. 08-0401 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.**

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

**WHEREAS,** the Ohio Revised Code requires that warrants be approved by the Board of Commissioners prior to their issuance, and

**WHEREAS,** there are other similar financial transactions defined as journal vouchers/entries that are dissimilar in that they are used to pay for charges for services from one county department and/or fund to another department and/or fund and thus are processed in lieu of issuing a warrant, and

**WHEREAS,** the Journal Vouchers/Entries are recommended by the County Auditor's Office for review and approval by the Board of Commissioners; now therefore be it

**RESOLVED,** that the Board of Commissioners approves the following Journal Vouchers/Entries as presented by the County Auditor's Office:

05/08/08	319	\$4,812.72
Total		\$ 4,812.72

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. 08-0402 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.**

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

**WHEREAS,** Ohio Revised Code Section 5705.41 (D)(1) authorizes the expenditure of moneys, provided a certificate of the County Auditor is supplied stating that there was at the time of the making of such contract or order and at the time of the execution of such certificate a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances (Then and Now Certification), and

**WHEREAS,** the Then and Now Certification is recommended by the State Auditor's Office, the Portage County Auditor's Office, and the Portage County Prosecutor's Office, and

**WHEREAS,** a listing of expenditures, attached hereto as Exhibit "A" and incorporated herein by reference, has been certified by the County Auditor according to Ohio Revised Code section 5705.41 (D)(1); now therefore be it

**RESOLVED,** that the expenditures listed herein are properly certified by the County Auditor in the amount of **\$14,436.37** as set forth in Exhibit "A" dated **May 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. 08-0403 - RE: TERMINATION OF THE ENTERPRISE ZONE AGREEMENT BETWEEN ACS INDUSTRIES, INC., THE CITY OF KENT AND PORTAGE COUNTY**

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

**WHEREAS,** on May 15, 2002 Kent City Council adopted Ordinance No. 2002-57, and on June 6, 2002 the Board of Portage County Commissioners adopted Resolution No.02-0557 granting an Enterprise Zone agreement to ACS Industries, Inc.; and

**WHEREAS,** it is the determination of the City of Kent by City Ordinance No. 2008-64 adopted April 16, 2008 that the Enterprise Zone Tax Abatement Agreement by and between the City of

Kent, Portage County and ACS Industries, Inc. be terminated. The chief financial officer of ACS Industries, Inc. sent a letter to the Portage County Department of Economic Development requesting the Enterprise Zone agreement be terminated; now therefore be it

**RESOLVED,** that in concurrence with the recommendation of the City of Kent and pursuant to 5709.63 of the Ohio Revised Code, the Board of Portage County Commissioners does hereby agree that the above listed Enterprise Zone Agreement be and hereby is terminated; 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 this formal action was in a 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. 08-0404 - RE: TERMINATION OF THE ENTERPRISE ZONE AGREEMENT BETWEEN RAVENS INC., A DIVISION OF FONTAINE TRAILER COMPANY, THE CITY OF KENT AND PORTAGE COUNTY**

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

**WHEREAS,** on July 14, 2004 Kent City Council adopted Ordinance No. 2004-88, and on September 16, 2004 the Board of Portage County Commissioners adopted Resolution No.04-0773 granting an Enterprise Zone agreement to Ravens, Inc.; and

**WHEREAS,** it is the determination of the City of Kent by City Ordinance No. 2008-62 adopted April 16, 2008 that the Enterprise Zone Tax Abatement Agreement by and between the City of Kent, Portage County and Ravens Inc., a division of Fontaine Trailer Company be terminated. The controller of Ravens sent a letter to the City requesting the Enterprise Zone agreement be terminated; now therefore be it

**RESOLVED,** that in concurrence with the recommendation of the City of Kent and pursuant to 5709.63 of the Ohio Revised Code, the Board of Portage County Commissioners does hereby agree that the above listed Enterprise Zone Agreement be and hereby is terminated; 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 this formal

action was in a 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. 08-0405 - RE: TERMINATION OF THE ENTERPRISE ZONE AGREEMENT BETWEEN USDC, LLC., THE CITY OF KENT AND PORTAGE COUNTY**

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

- WHEREAS,** on May 19, 1999 Kent City Council adopted Ordinance No. 1999-66, and on June 10, 1999 the Board of Portage County Commissioners adopted Resolution No.99-416 granting an Enterprise Zone agreement to USDC, LLC.; and
- WHEREAS,** it is the determination of the City of Kent by City Ordinance No. 2008-63 adopted April 16, 2008 that the Enterprise Zone Tax Abatement Agreement by and between the City of Kent, Portage County and USDC, LLC. be terminated. The controller of USDC, LLC sent a letter to the City requesting the Enterprise Zone agreement be terminated; now therefore be it
- RESOLVED,** that in concurrence with the recommendation of the City of Kent and pursuant to 5709.63 of the Ohio Revised Code, the Board of Portage County Commissioners does hereby agree that the above listed Enterprise Zone Agreement be and hereby is terminated; 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 this formal action was in a 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. 08-0406 - RE: ACCEPT AND AWARD THE BID OF THE SHELLY COMPANY FOR THE 2008 RESURFACING PROJECT.**

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



**RESOLVED,** that the specifications for receiving proposals for a deferred compensation plan for the Portage County Board of Commissioners be and hereby are approved; and be it further

**RESOLVED,** that sealed proposals, therefore, will be accepted by the Portage County Director of Internal Services, 7th floor - room 701, Portage County Administration Building, 449 South Meridian St., Ravenna, Ohio until 3:00 p.m. on June 18, 2008; and be it further

**RESOLVED,** that the notice of receiving bids shall be published in the Record Courier on May 14 & 28, 2008 and a copy thereof be posted on the County's website and bulletin board of the Board forthwith; and be it further

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

Voice vote as follows:

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

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**RESOLUTION No. 08-0408 - RE: APPROVE SPECIFICATIONS AND SET THE BID DATE FOR THE PORTAGE COUNTY SENIOR CENTER REHABILITATION PROJECT**

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

**RESOLVED,** that the bid specifications for the renovation of the ground level space in the Family and Community Services Building located at 705 Oakwood Street in the City of Ravenna for the Portage County Senior Center, be approved;

**RESOLVED,** that sealed bids, therefore, 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 3:00 P.M., E.S.T. on May 28, 2008 and publicly opened and read; and be it further

**RESOLVED,** that the notice of receiving bids shall be published in the Record Courier on May 11, 2008 and May 18, 2008, the County's website and a copy thereof be posted on the bulletin board of the Board forthwith; and be it further

**RESOLVED,** that a pre bid meeting will be held on May 21, 2008 at 9:00 a.m. at the site; 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. 08-0409 - RE: ENTER INTO AN AGREEMENT FOR A SOFTWARE LICENSE AGREEMENT BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY WATER RESOURCES DEPARTMENT AND LABLITE LLC.**

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

- WHEREAS,** the Portage County Water Resources Department must maintain compliance with OEPA laboratory certification requirements and stream line their sample tracking; and
- WHEREAS,** the Portage County Water Resources Department obtained quotations form eight (8) Laboratory Information Management System (LIMS) software system developers; and
- WHEREAS,** after extensive review the Portage County Water Resources Department selected LabLite LLC capable of providing the LIMS system software requested; and
- WHEREAS,** the software request was presented to the Data Processing Board and unanimously approved on February 27, 2008; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into an Agreement between the Board and LabLite LLC to provide LIMS system software as stipulated in the Agreement; and be it further
- RESOLVED,** that the total service amount under this Agreement shall not exceed Twenty four thousand five hundred and 00/100 dollars (\$24,500.00); 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 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. 08-0410 - RE: ENTER INTO AN AGREEMENT FOR SOFTWARE AND SUPPORT SERVICES AGREEMENT BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF THE WOODLANDS AT ROBINSON AND KRONOS.**

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

- WHEREAS,** the Woodlands at Robinson has the need to upgrade their current electronic time keeping payroll system; and
- WHEREAS,** Kronos has provided a quotation to upgrade their software and to provide support services; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into an Agreement between the Board and Kronos to provide electronic time keeping payroll software and support services as stipulated in the Agreement; and be it further
- RESOLVED,** that the total service amount under this Agreement shall not exceed One thousand two hundred sixty and 00/100 dollars (\$1,260.00) 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 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. 08-0411 - Re: Enter into a memorandum of understanding between the Portage County Board of Commissioners on behalf of the Portage County Department of Job & Family Services and West Side Ecumenical Ministries.**

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

- WHEREAS,** the Early Learning Initiative is a collaboration between the Ohio Department of Education and Ohio Department of Job & Family Services to provide children often identified at-risk of school failure with education experiences that will help them enter kindergarten ready for success and meet the child care needs of working families; and
- WHEREAS,** the Early Learning Initiative will provide funding for services to children through full and part day early learning services in center-based programs; and

**WHEREAS,** West Side Ecumenical Ministries holds themselves capable of providing the services; now therefore be it resolved

**RESOLVED,** that the Board hereby agree to enter into a memorandum of understanding with West Side Ecumenical Ministries, for the time period of April 1, 2008 through June 30, 2008 at no cost; 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 adopting of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Voice Vote as follows:

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

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**RESOLUTION No. 08-0412 - RE: Enter into a memorandum of understanding between the Portage County Board of Commissioners on behalf of the Portage County Department of Job & Family Services and West Side Ecumenical Ministries.**

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

**WHEREAS,** the Early Learning Initiative is a collaboration between the Ohio Department of Education and Ohio Department of Job & Family Services to provide children often identified at-risk of school failure with education experiences that will help them enter kindergarten ready for success and meet the child care needs of working families; and

**WHEREAS,** the Early Learning Initiative will provide funding for services to children through full and part day early learning services in center-based programs; and

**WHEREAS,** West Side Ecumenical Ministries holds themselves capable of providing the services; now therefore be it resolved

**RESOLVED,** that the Board hereby agree to enter into a memorandum of understanding with West Side Ecumenical Ministries, for the time period of July 1, 2008 through June 30, 2010 at no cost; 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 adopting 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. 08-0413 - RE: ENTER INTO AMENDMENT NO. 2 BETWEEN THE BOARD OF COMMISSIONERS, THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND GROUP ONE DEVELOPMENT, LLC TO PROVIDE SUCCESSION PLANNING AND MANAGEMENT TEAM BUILDING SERVICES**

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

- WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20070270 (the "Original Contract") on April 19, 2007 by Resolution No. 07-0364 to provide succession planning and management team building services to the Portage County Department of Job and Family Services; and
- WHEREAS,** an Amendment No. 1 was entered into on January 24, 2008 through Resolution No. 08-0019; and
- WHEREAS,** the parties desire to amend the Original Contract to continue such services; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into Amendment No. 2 between the Board of Commissioners, the Department of Job & Family Services and Group One Development, LLC to extend the term of the Original Contract for a period from April 1, 2008 through September 30, 2008; and be it further
- RESOLVED,** that the parties agree to accept optional services pursuant to item 4. of the Original Contract which include on-going coaching and implementation assistance for three (3) leaders, on-site training, tailored training modules with each coaching visit, and evaluation and monitoring assistance; and be it further
- RESOLVED,** that the parties agree to increase the Original Contract by Sixteen thousand seven hundred forty and 00/100 dollars (\$16,740.00) and that the annual service under this agreement shall not exceed Sixty-two thousand seven hundred ninety-five and 00/100 dollars (\$62,795.00); 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. 08-0414**

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**RE: ENTER INTO AMENDMENT NO. 3 BETWEEN THE BOARD OF COMMISSIONERS, THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND FAMILY & COMMUNITY SERVICES, INC. TO TERMINATE THE PRC BANKRUPTCY COUNSELING SERVICES**

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

**WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20060367 (the "Original Contract") on October 17, 2006 by Resolution No. 06-0869 to provide PRC Bankruptcy Counseling Services; and

**WHEREAS,** an Amendment No. 1 was entered into on March 22, 2007 through Resolution No. 07-0263; and

**WHEREAS,** an Amendment No. 2 was entered into on July 17, 2007 through Resolution No. 07-0664; and

**WHEREAS,** the parties desire to amend the Original Contract; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into Amendment No. 3 between the Board of Commissioners, the Department of Job & Family Services and Family & Community Services, Inc. to terminate this contract effective March 31, 2008; 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. 08-0415 - RE: ENTER INTO AMENDMENT NO. 3 BETWEEN THE BOARD OF COMMISSIONERS, THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND FAMILY & COMMUNITY SERVICES, INC. TO TERMINATE PRC DOMESTIC VIOLENCE SERVICES**

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

**WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20060369 (the "Original Contract") on October 17, 2006 by Resolution No. 06-0870 to provide PRC Domestic Violence Services; and

**WHEREAS,** an Amendment No. 1 was entered into on March 22, 2007 through Resolution No. 07-0262; and

**WHEREAS,** an Amendment No. 2 was entered into on July 26, 2007 through Resolution No. 07-0697; and

**WHEREAS,** the parties desire to amend the Original Contract; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into Amendment No. 3 between the Board of Commissioners, the Department of Job & Family Services and Family & Community Services, Inc. to terminate this contract effective March 31, 2008; 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. 08-0416 - RE: ENTER INTO AMENDMENT NO. 4 BETWEEN THE BOARD OF COMMISSIONERS, THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND FAMILY & COMMUNITY SERVICES, INC. TO PROVIDE PRC SUMMER YOUTH WORK EXPERIENCE SERVICES**

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

**WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20060355 (the "Original Contract") on October 17, 2006 by Resolution No. 06-0875 to provide PRC Summer Youth Work Experience Services; and

**WHEREAS,** an Amendment No. 1 was entered into on March 22, 2007 through Resolution No. 07-0258; and

**WHEREAS,** an Amendment No. 2 was entered into on July 17, 2007 through Resolution No. 07-0659; and

**WHEREAS,** an Amendment No. 3 was entered into on October 18, 2007 through Resolution No. 07-0988; and

**WHEREAS,** the parties desire to amend the Original Contract to continue such services; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into Amendment No. 4 between the Board of Commissioners, the Department of Job & Family Services and Family & Community Services, Inc. for the period July 1, 2007 to June 30, 2008; and be it further

**RESOLVED,** that the parties agree to increase the maximum unit amount to three thousand three hundred five (3,305) units at a per unit rate of Fourteen and 23/100 dollars (\$14.23), in an amount not to exceed Forty-seven thousand thirty and 15/100 dollars (\$47,030.15) annually; 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. 08-0417**

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**RE: ENTER INTO AMENDMENT NO. 1 BETWEEN THE BOARD OF COMMISSIONERS, THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND FAMILY & COMMUNITY SERVICES, INC. TO DECREASE TRANSPORTATION SERVICES**

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

**WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20070435 (the “Original Contract”) on December 27, 2007 by Resolution No. 07-1198 to provide Transportation Services to eligible recipients of Portage County; and

**WHEREAS,** the parties desire to amend the Original Contract to decrease such services; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into Amendment No. 1 between the Board of Commissioners, the Department of Job & Family Services and Family & Community Services, Inc. to decrease the amount of the agreement by Fifty thousand and 00/100 dollars (\$50,000.00) and that the annual service under this agreement shall not exceed Twenty-three thousand five hundred and 00/100 dollars (\$23,500.00); 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;

\* \* \* \* \*

**RESOLUTION No. 08-0418 - RE: ENTER INTO AMENDMENT NO. 1 BETWEEN THE BOARD OF COMMISSIONERS, THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND EMERALD TRANSPORTATION TO INCREASE TRANSPORTATION SERVICES**

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

**WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20070437 (the “Original Contract”) on December 27, 2007 by Resolution No. 07-1196 to provide Transportation Services to eligible recipients of Portage County; and

**WHEREAS,** the parties desire to amend the Original Contract to continue such services; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into Amendment No. 1 between the Board of Commissioners, the Department of Job & Family Services and Emerald Transportation to increase the amount of the agreement by Fifty thousand and 00/100 dollars (\$50,000.00) and that the annual service under this agreement shall not exceed One hundred twenty-three thousand five hundred and 00/100 dollars (\$123,500.00); 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. 08-0419** - **RE: ENTER INTO AMENDMENT NO. 1 BETWEEN THE BOARD OF COMMISSIONERS, THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND FAMILY & COMMUNITY SERVICES, INC. TO DECREASE TITLE XX TRANSPORTATION SERVICES**

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

**WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20070416 (the "Original Contract") on November 6, 2007 by Resolution No. 07- 1066 to provide Title XX Transportation Services to eligible recipients of Portage County; and

**WHEREAS,** the parties desire to amend the Original Contract to decrease services; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into Amendment No. 1 between the Board of Commissioners, the Department of Job & Family Services and Family & Community Services, Inc. to decrease the amount of the agreement by Ten thousand and 00/100 dollars (\$10,000.00) and that the annual service under this agreement shall not exceed Seven thousand four hundred ninety-nine and 00/100 dollars (\$7,499.00); and be if 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;

\* \* \* \* \*

**RESOLUTION No. 08-0420** - **RE: ENTER INTO AMENDMENT NO. 1 BETWEEN THE BOARD OF COMMISSIONERS, THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY**



municipal separate storm sewer systems (MS4s) and construction activity disturbing between 1 and 5 acres of land; and

**WHEREAS,** the Board of Commissioners has identified the Portage Soil and Water Conservation District as the lead agency for the Portage County NPDES Phase II program. The Commissioners invited other county municipalities to join the Portage County NPDES Phase II program as co-permittees; now therefore be it.

**RESOLVED,** that, recognizing the need for a close working relationship in carrying out the responsibilities of the Phase II program for which each is charged, Rootstown Township, the Portage Soil and Water Conservation District, and the Board of Commissioners agree to enter into an Agreement as the foundation for an enduring cooperative relationship. Such cooperation allows for joint effort in the solution of problems relating to storm water management, land use planning and the development of the soil and water resources in Rootstown Township; and be it further

**RESOLVED,** that the Board of Commissioners agrees to sign the required agreement effective for a period of one year ending February 28, 2009; 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.

Vote was as follows:

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

\* \* \* \* \*

**RESOLUTION No. 08-0422 - RE: ENTER INTO AN AGREEMENT BETWEEN THE BOARD OF COMMISSIONERS, THE PORTAGE SOIL AND WATER CONSERVATION DISTRICT AND THE RAVENNA TOWNSHIP.**

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

**WHEREAS,** mandated by Congress under the Clean Water Act, the National Pollutant Discharge Elimination System (NPDES) Storm Water Program is a comprehensive two-phased national program for addressing the non-agricultural sources of storm water discharges that adversely affect the quality of our nation's waters. The Program uses the NPDES permitting mechanism to require the implementation of controls designed to prevent harmful pollutants from being washed by storm water runoff into local water bodies. The Phase II Final Rule, published in the Federal Register on December 8, 1999, requires NPDES permit coverage for storm water discharges from certain regulated small municipal separate storm sewer systems (MS4s) and construction activity disturbing between 1 and 5 acres of land; and

**WHEREAS,** the Board of Commissioners has identified the Portage Soil and Water Conservation District as the lead agency for the Portage County NPDES Phase II program. The Commissioners invited other county municipalities to join the Portage County NPDES Phase II program as co-permittees; now therefore be it.

**RESOLVED,** that, recognizing the need for a close working relationship in carrying out the responsibilities of the Phase II program for which each is charged, Ravenna Township, the Portage Soil and Water Conservation District, and the Board of Commissioners agree to enter into an Agreement as the foundation for an enduring cooperative relationship. Such cooperation allows for joint effort in the solution of problems relating to storm water management, land use planning and the development of the soil and water resources in Ravenna Township; and be it further

**RESOLVED,** that the Board of Commissioners agrees to sign the required agreement effective for a period of one year ending February 28, 2009; 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.

Vote was as follows:

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

\* \* \* \* \*

**RESOLUTION No. 08-0423 - RE: ENTER INTO AN AGREEMENT BETWEEN THE BOARD OF COMMISSIONERS, THE PORTAGE SOIL AND WATER CONSERVATION DISTRICT AND THE FRANKLIN TOWNSHIP.**

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

**WHEREAS,** mandated by Congress under the Clean Water Act, the National Pollutant Discharge Elimination System (NPDES) Storm Water Program is a comprehensive two-phased national program for addressing the non-agricultural sources of storm water discharges that adversely affect the quality of our nation's waters. The Program uses the NPDES permitting mechanism to require the implementation of controls designed to prevent harmful pollutants from being washed by storm water runoff into local water bodies. The Phase II Final Rule, published in the Federal Register on December 8, 1999, requires NPDES permit coverage for storm water discharges from certain regulated small municipal separate storm sewer systems (MS4s) and construction activity disturbing between 1 and 5 acres of land; and

**WHEREAS,** the Board of Commissioners has identified the Portage Soil and Water Conservation District as the lead agency for the Portage County NPDES Phase II program. The Commissioners invited other county municipalities to join the Portage County NPDES Phase II program as co-permittees; now therefore be it.

**RESOLVED,** that, recognizing the need for a close working relationship in carrying out the responsibilities of the Phase II program for which each is charged, Franklin Township, the Portage Soil and Water Conservation District, and the Board of Commissioners agree to enter into an Agreement as the foundation for an enduring cooperative relationship. Such cooperation allows for joint effort in the solution of problems relating to storm water management, land use planning and the development of the soil and water resources in Franklin Township; and be it further

**RESOLVED,** that the Board of Commissioners agrees to sign the required agreement effective for a period of one year ending February 28, 2009; 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.

Vote was as follows:

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

\* \* \* \* \*  
**RESOLUTION No. 08-0424 - RE: ENTER INTO AN AGREEMENT BETWEEN THE BOARD OF COMMISSIONERS, THE PORTAGE SOIL AND WATER CONSERVATION DISTRICT AND THE SUFFIELD TOWNSHIP.**

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

**WHEREAS,** mandated by Congress under the Clean Water Act, the National Pollutant Discharge Elimination System (NPDES) Storm Water Program is a comprehensive two-phased national program for addressing the non-agricultural sources of storm water discharges that adversely affect the quality of our nation's waters. The Program uses the NPDES permitting mechanism to require the implementation of controls designed to prevent harmful pollutants from being washed by storm water runoff into local water bodies. The Phase II Final Rule, published in the Federal Register on December 8, 1999, requires NPDES permit coverage for storm water discharges from certain regulated small municipal separate storm sewer systems (MS4s) and construction activity disturbing between 1 and 5 acres of land; and

**WHEREAS,** the Board of Commissioners has identified the Portage Soil and Water Conservation District as the lead agency for the Portage County NPDES Phase II program. The

Commissioners invited other county municipalities to join the Portage County NPDES Phase II program as co-permittees; now therefore be it.

**RESOLVED,** that, recognizing the need for a close working relationship in carrying out the responsibilities of the Phase II program for which each is charged, Suffield Township, the Portage Soil and Water Conservation District, and the Board of Commissioners agree to enter into an Agreement as the foundation for an enduring cooperative relationship. Such cooperation allows for joint effort in the solution of problems relating to storm water management, land use planning and the development of the soil and water resources in Suffield Township; and be it further

**RESOLVED,** that the Board of Commissioners agrees to sign the required agreement effective for a period of one year ending February 28, 2009; 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.

Vote was as follows:

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

\* \* \* \* \*

**RESOLUTION No. 08-0425 - RE: ENTER INTO AN AGREEMENT BETWEEN THE BOARD OF COMMISSIONERS, THE PORTAGE SOIL AND WATER CONSERVATION DISTRICT AND THE VILLAGE OF SUGAR BUSH KNOLLS.**

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

**WHEREAS,** mandated by Congress under the Clean Water Act, the National Pollutant Discharge Elimination System (NPDES) Storm Water Program is a comprehensive two-phased national program for addressing the non-agricultural sources of storm water discharges that adversely affect the quality of our nation's waters. The Program uses the NPDES permitting mechanism to require the implementation of controls designed to prevent harmful pollutants from being washed by storm water runoff into local water bodies. The Phase II Final Rule, published in the Federal Register on December 8, 1999, requires NPDES permit coverage for storm water discharges from certain regulated small municipal separate storm sewer systems (MS4s) and construction activity disturbing between 1 and 5 acres of land; and

**WHEREAS,** the Board of Commissioners has identified the Portage Soil and Water Conservation District as the lead agency for the Portage County NPDES Phase II program. The Commissioners invited other county municipalities to join the Portage County NPDES Phase II program as co-permittees; now therefore be it.

**RESOLVED,** that, recognizing the need for a close working relationship in carrying out the responsibilities of the Phase II program for which each is charged, the Village of Sugar Bush Knolls, Portage Soil and Water Conservation District, and the Board of Commissioners agree to enter into an Agreement as the foundation for an enduring cooperative relationship. Such cooperation allows for joint effort in the solution of problems relating to storm water management, land use planning and the development of the soil and water resources in the Village of Sugar Bush Knolls; and be it further

**RESOLVED,** that the Board of Commissioners agrees to sign the required agreement effective for a period of one year ending February 28, 2009; 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.

Vote was as follows:

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

\* \* \* \* \*  
**RESOLUTION No. 08-0426 - RE: ENTER INTO REAL ESTATE LEASE AGREEMENT WITH VAN TAWNEY FOR THE LEASE OF THE GARAGE LOCATED AT THE COUNTY OWNED HOME AT 428 SOUTH CHESTNUT STREET, RAVENNA, OHIO.**

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

**WHEREAS,** the Board of Commissioners wishes to lease real estate property situated in the City of Ravenna, known for street numbering purposes as the garage located at the County owned home at 428 South Chestnut Street, Ravenna, Ohio; and

**WHEREAS,** Van Tawney has an interest in leasing said property and has read through, understands, and signed said lease agreement as attached Exhibit A to this resolution; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into a Lease Agreement for the property listed above with Van Tawney for a term of 12 months, beginning June 1, 2008 and ending on June 30, 2009; and be it further

**RESOLVED,** that the rent shall be paid in equal monthly installments of thirty dollars (\$30.00) each payable on the first day of each month and continuing until the expiration of the lease; 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;

\* \* \* \* \*

**RESOLUTION No. 08-0427 - RE: GROUND LEASE AMENDMENT NO. 2 FOR APPROXIMATELY 32 ACRES BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS AND STANLEY SAYRE.**

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

**WHEREAS,** the Board of Commissioners entered into a Ground Lease Agreement by and between the Board of Commissioners and Stanley Sayre, 4406 Winchell Rd., Mantua, OH 44255 for approximately thirty-two (32) tillable acres to be used on for farming purposes, and used normally incident thereto, and for no other purpose, said land located at the Old County Home Site (Lots 61 & 62) in Shalersville Township on March 14, 2006 through resolution 06-0096; and

**WHEREAS,** an amendment 1 was entered into on April 17, 2007 by resolution 07-0144 for the term January 1, 2007 to December 31, 2007 and

**WHEREAS,** the parties desire to amend the original Ground Lease Agreement to continue such services; not therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into said Ground Lease Amendment No. 1 with Stanley Sayre for a term of eight months(8) months beginning April 1, 2008 and ending December 31, 2008 for Nine hundred sixty and 00/100 dollars (\$960.00) per annum; 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;

\* \* \* \* \*



Voice Vote as Follows:

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

\* \* \* \* \*  
**RESOLUTION No. 08-0429 - RE: AWARD THE SALE OF REAL ESTATE OWNED BY PORTAGE COUNTY.**

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

- WHEREAS,** Parcel 12-054-00-00-001-000 in Franklin Township comprised of 5.86 acres was declared obsolete and for sale to the highest bidder; and
- WHEREAS,** bid packages were mailed to five (5) potential bidders; and
- WHEREAS,** one sealed bid was received, tabulated and recorded on April 30, 2008, and
- WHEREAS,** upon review of the bid received, it is the recommendation of the Portage County Director of Internal Services that the following bid be accepted as the best bid received and the real estate be sold to;

Denny and Becky Archer  
6540 Towner Dr.  
Kent OH 44240

\$ 6,000.00  
now therefore be it

**RESOLVED,** that the Board of County Commissioners does hereby award the sale of the 5.86 acres of real estate located in Franklin Township for a total of \$6,000.00 to Denny and Becky Archer; and be it further

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

Voice vote as follows:

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

\* \* \* \* \*  
**RESOLUTION No. 08-0430 - RE: MAINTAIN INCREASED MANUFACTURED HOME TRANSFER TAX PERMANENTLY AS**

**AUTHORIZED BY OHIO REVISED CODE SECTION  
322**

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

**WHEREAS,** Ohio Revised Code (ORC) Section 319.54 requires the county auditor to charge and receive a transfer fee for receiving statements of value and administering ORC Section 319.202 in the amount of ten cents (.10) for each one hundred dollars (\$100) of the value of the used manufactured home or used mobile home transferred; and

**WHEREAS,** Ohio Revised Code Section 322.06 authorizes a county to levy and collect the manufactured home transfer tax on each certificate of title that conveys, by resale on or after January 1, 2000, a used manufactured home or used mobile home, located wholly or partially within the boundaries of the county at a rate not to exceed thirty cents (.30) per hundred dollars for each one hundred dollars (\$100) or fraction thereof of the value of the property or interest in said property; and

**WHEREAS,** the Portage County Board of Commissioners has previously approved the levying and collection of the manufactured home transfer tax in the amount of thirty cents (.30) per hundred dollars for each one hundred dollars (\$100) or fraction thereof of the value of the property or interest in said property in accordance with Resolutions 03-0431 and 03-0495; and

**WHEREAS,** those said prior Resolutions stated that one (1) mill of the increased transfer tax would expire on June 30, 2008; and

**WHEREAS,** the Portage County Board of Commissioners desires to maintain the increased manufactured home transfer tax permanently; and

**WHEREAS,** in accordance with ORC 322.02, the Portage County Board of Commissioners has conducted two (2) public hearings on the matter; the first on May 1, 2008 and the second on May 6, 2008, with appropriate notice of the dates, times, and places of the hearings, in order to inform the public of its intent to maintain the increased manufactured home transfer tax at three (3) mills and to provide an opportunity for public comment on the matter; and

**WHEREAS,** maintaining the increase in the manufactured home transfer tax will provide crucial funding to the General Fund, will keep the transfer tax equal to that of the surrounding counties, and will allow the Board of Commissioners to maintain a high quality of life for all Portage County residents, including providing for proper regional planning and preservation of parks lands; and

**WHEREAS,** the current Board of Commissioners will utilize a portion of the increased transfer tax revenue to promote these specific issues; now, therefore, be it



dollars for each one hundred dollars (\$100) or fraction thereof of the value of the real property or interest in said real property in accordance with Resolutions 03-0430 and 03-0494; and

**WHEREAS,** those said prior Resolutions stated that one (1) mill of the increased transfer tax would expire on June 30, 2008; and

**WHEREAS,** the Portage County Board of Commissioners desires to maintain the increased real property transfer tax permanently; and

**WHEREAS,** in accordance with ORC 322.02, the Portage County Board of Commissioners has conducted two (2) public hearings on the matter; the first on May 1, 2008 and the second on May 6, 2008, with appropriate notice of the dates, times, and places of the hearings, in order to inform the public of its intent to maintain the increased real property transfer tax at three (3) mills and to provide an opportunity for public comment on the matter; and

**WHEREAS,** maintaining the increase in the real property transfer tax will provide crucial funding to the General Fund, will keep the transfer tax equal to that of the surrounding counties, and will allow the Board of Commissioners to maintain a high quality of life for all Portage County residents, including providing for proper regional planning and preservation of parks lands; and

**WHEREAS,** the current Board of Commissioners will utilize a portion of the increased transfer tax revenue to promote these specific issues; now, therefore, be it

**RESOLVED,** that the Board Commissioners approves and adopts this resolution to maintain the increased real property transfer tax to be levied and collected at three (3) mills; and be it further

**RESOLVED,** that pursuant to ORC 322.02(B), this resolution shall be effective no sooner than thirty (30) days following its adoption, and the effective date shall be July 1, 2008, such that there shall be no gap in maintaining this transfer tax; and be it further

**RESOLVED,** that the Board of Commissioners has agreed that this transfer tax increase will be effective permanently,

**RESOLVED,** that the total millage to be collected for the transfer of real property in accordance with ORC 319.54(G)(3) shall be one (1) mill and in accordance with ORC 322.02 shall be three (3) mills, for a total of four (4) mills permanently; and be it finally

**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.

Roll Call Vote as follows:

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

\* \* \* \* \*

**RESOLUTIONS**

May 8, 2008

1. Approval of Meeting Minutes from the May 6, 2008 regular Board Meeting as presented.
2. Approve the Bills as presented by the County Auditor and reviewed by the Internal Auditor./08-399
3. Approve the wire transfer as presented by the County Auditor./08-400
4. Approve the Journal Vouchers as presented by the County Auditor./08-401
5. Approve the Then & Now as presented by the Portage County Auditor./08-402
6. Termination of the Enterprise Zone Agreement between ACS Industries, Inc., the City of Kent and Portage County./08-403
7. Termination of the Enterprise Zone Agreement between Ravens Inc., a division of Fontaine Trailer Company, the City of Kent and Portage County./08-404
8. Termination of the Enterprise Zone Agreement between USDC, LLC., the City of Kent and Portage County./08-405
9. Accept and award the bid of The Shelly Company for the 2008 resurfacing project./08-406 – The Board of Commissioners noted that the County Engineer sent a May 5, 2008 correspondence to them (C2 today) regarding this 2008 resurfacing project contract award recommendation. Mr. Marozzi advised that the lowest bid, submitted by Tallmadge Asphalt Company, was determined to be non-responsive to the bidding requirements in that their company is not an ODOT pre-qualified contractor to lay asphalt. ./ 08-406

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**INVITATIONS/MEETING NOTICES**

May 8, 2008

1. Invitation from the Senior Center for the National Senior Citizens Day luncheon, 10:00 AM-12:00 PM, 705 Oakwood St., Ravenna. (Proclamation requested).
2. Invitation for Mayor Thomas O’Grady’s 4<sup>th</sup> Annual Golf Classic on Thursday, June 5, 2008, Springvale Golf Course, N. Olmsted, 9:30 AM.
3. Invitation from Stark State College and Ohio Board of Regents for a Community Conversation Forum with Chancellor Eric Fingerhut on Friday, May 30, 2008, 9:30-11:00 AM, Stark State College, N. Canton.

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**INCOMING CORRESPONDENCE  
DISCUSSION**

May 8, 2008

1. May 2, 2008 correspondence from Robert Berger, Ravenna Memorial Day Parade Committee, requesting the names, address and telephone number of engravers./No action required, Commissioner Smeiles to contact
2. May 5, 2008 correspondence from Mickey Marozzi, County Engineer, regarding the 2008 resurfacing project contract award recommendation./08-406
3. The Commissioners received a "Compliance Phone Checks" regarding dog tag records./Commissioner Smeiles to provide comments on the form to Commissioner Frederick and she will contact the Dog Warden directly.
4. May 6, 2008 correspondence from Shirley Riemenschneider, Portage County Bicentennial Celebration Committee, regarding the Cemetery Memorial event./Referred to Executive Assistant for more information on what is being presented.

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**JOURNAL ENTRIES**

May 8, 2008

1. The Board of Commissioners received the Weekly Report of Kennel population for the week ending May 4, 2008 as presented by Dave McIntyre, Dog Warden.
2. Board of Commissioners' authorization requested to allow use of the Courthouse lawn on Sunday, May 25, 2008 from 3:00-5:00 PM for Kent Christian Life Center.
3. Board of Commissioners' authorization requested to pay Invoice No. 29842 dated May 2, 2008 for professional services rendered for general labor matters for \$152.35 as presented by Johnson Miller & Schmitz, LLP.

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**PLEASE ADD TO YOUR AGENDA**

May 8, 2008

1. Board of Commissioners' authorization requested to pay Invoice No. LAMPSWSTICKER dated May 7, 2008 for 3,912 14 W CFL Springlight light bulbs (60W equivalent) with sticker for \$6,259.20 as requested by Technical Consumer Products Inc/Journal Entry.
2. May 7, 2008 e-mail from Theresa Scahill, Prosecutor's Office, including four resolutions for Board consideration regarding the Transfer Tax/Resolution 08-0430 and 08-0431.

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**INFORMATION ONLY**

May 8, 2008

1. May 3, 2008 correspondence from Gordon Vars, Friends of the Kent Bog, thanking the Commissioners for honoring Emliss Ricks.

2. May 2, 2008 correspondence from Joseph Hadley, NEFCO, including the final draft of NEFCO assistance to the City of Canton – past and present.
3. The Board of Commissioners received the Streetsboro Chamber Hub newsletter for May 2008.
4. Undated correspondence (received May 6, 2008) from Janice Kent, Edinburg Township Trustees, regarding new address for Edinburg Township officials.
5. May 14, 2008 correspondence from Janet Esposito, County Auditor, to the Office of Housing and Community Partnership, regarding interest earned in excess of \$ 100.00 from January 1, 2008 through March 31, 2008 for Grant Nos. 2006-B-C-06-062-2, 2005-B-C-05-062-2 and 2005-B-C-05-062-1.
6. May 14, 2008 correspondence from Janet Esposito, County Auditor, to the Office of Housing and Community Partnership, regarding interest earned in excess of \$ 100.00 from January 1, 2008 through March 31, 2008 for the following Grant Nos: B-X-03-062-1, B-M-05-062-1, B-W-03-062-1, B-F-04-062-1, B-F-06-062-1, and B-F-05-062-1.

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**Journal Entry**  
 May 8, 2008

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

1. The Board of Commissioners acknowledged the receipt of the Weekly Report of Kennel population for the week ending May 4, 2008, as presented by Dave McIntyre, Dog Warden. The Board of Commissioners notes the receipt of \$800 in donations from offenders dealing with the Kent Municipal Court.
2. The Board of Commissioners authorized the use of the Courthouse lawn on Sunday, May 25, 2008 from 3:00-5:00 PM for the Kent Christian Life Center’s prayer service.
3. The Board of Commissioners authorized payment of Invoice No. 29842 dated May 2, 2008 for professional services rendered for general labor matters for \$152.35, as presented by Johnson Miller & Schmitz, LLP.
4. The Board of Commissioners signed the Personnel Action Form authorizing the full time permanent hire of Theresa Reed as a Clerical Specialist 4 (new position) 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.
5. The Board of Commissioners signed the Personnel Action Form authorizing the full time permanent hire of Julie Solitro as a Social Service Worker 3 (replacing Angela Robinson) 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.

6. The Board of Commissioners authorized payment of Invoice No. LAMPSWSTICKER dated May 7, 2008 for the purchase of 3,912 14 W CFL Springlight light bulbs (60W equivalent) with an attached sticker for \$6,259.20, as presented by Technical Consumer Products Inc. of Aurora. The Board of Commissioners noted that this purchase is paid for by a NOPEC rebate and includes the purchase of light bulbs for the Village of Garrettsville.
7. The Board of Commissioners accepted the proposal of Architect David L. Sommers for architectural fees for the Department of Economic Development Office relocation at a cost of \$19,875.00 and the architectural fee for the remodeling of five (5) offices in Riddle Block I on the ground floor next to Home Savings Bank at a cost of \$10,900.00.
8. The Board of Commissioners accepted the recommendation of Internal Services Director JoAnn Townend and authorized the purchase of two 2009 Ford Fusions from the state contract at a cost of \$13,870 each for the Adult Probation Department.
9. The Board of Commissioners accepted the recommendation of Portage County Department of Job and Family Services Director Anita Herington and approved appropriate adjustments for five (5) JFS supervisors to provide a sufficient margin between them and their bargaining unit employees, who will receive a 3% raise on July 1, 2008. Other planned merit raises for non-bargaining unit employees will stay within the 3% pool.
10. The Board of Commissioners approved the revised Job Description for the Construction Engineer in the Water Resources Department, as presented by the Portage County Human Resources Department Director.
11. The Board of Commissioners approved the revised Workers' Compensation Chargeback for Retro Year 2007 paid in 2008, as presented by the Portage County Human Resources Department Director. Lynn Leslie to prepare the necessary Journal Voucher.

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 **May 8, 2008**. There being no further business to come before the Board, it was moved by Charles W. Keiper II, seconded by Maureen T. Frederick to adjourn the official meeting at 1:40 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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