



**DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT**

Present: Audrey Tillis

Resolutions

1. General Fund Amendments to the Annual Appropriation Resolution/08-0478
  - a. Commissioners Other, Supplemental – BOC Appr. Min #1 – 5/8/08
  - b. Adult Probation, Supplemental and Transfer – BOC Appr. 2 vehicles 5/8/08 JE#8, and projected need
  - c. Sheriff’s Department, Supplemental – BOC Appr. Min #1 5/8/08
  
2. Other Funds Amendments to the Annual Appropriation Resolution/08-0479
  - a. 1003, Real Estate Assessment –Supplemental, DDTI Contract
  - b. 1103, Drug Abuse Resistance Education – Supplemental, Increase appropriation per grant
  - c. 1165, Homeland Security B (SHSP) – Transfer, Transfer from 596300 account
  - d. 1201, Motor Vehicle and Gas Tax – Supplemental, For increase in the cost of fuel to operate fleet.
  - e. 1271, RLF CDBG – Transfer, To adjust line items
  - f. 1310, Mental Health & Recovery Board – Transfer, Projected need
  - g. 1340, MRDD General Administration – Transfer, Appropriation Modification
  - h. 1364, Child Health Grant – Transfer, Projected Need
  - i. 1471, Senior Farmers Market Nutrition – Supplemental, Adjust to actual
  - j. 1492, Pass Thru Grants (BOC) – Supplemental, Hike & Bike – RTO5 (141)
  - k. 3015, GO Bonds 2004 – Supplemental, Actual bond payment
  - l. 4211, Tallmadge Bridge EDI 16 CH18L – Supplemental, Local Share
  - m. 5200, PCS General Administration – Transfer, To move budget as needed
  - n. 5400, PCW General Administration – Transfer, To move budget as needed
  - o. 5600, StS General Administration – Transfer, To move budget as needed
  
3. Close Fund 5306, PCS Ravenna-Rootstown Pump Upg/08-0480

Updates

4. The Director presented an updated Contingency Tracker. She noted that the Sales Tax picked up in May and the Transfer Tax has turned around a little bit, as well.

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The Board of Commissioners agreed to negotiate with C & S Companies for the preparation of the Airport Business Plan. The Board of Commissioners agreed to host a meeting with company representatives and Portage County Regional Airport representatives to begin that process/Journal Entry.

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**RESOLUTION No. 08-0473 - 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 May 27, 2008 in the total payment amount of \$ 498,124.56 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. 08-0474 - 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:

05/23/08	956	\$ 10,694.53
05/22/08	933	544.98
05/27/08	1004	93,510.50
Total		\$ 104,750.01

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. 08-0475 - 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 **\$6,946.34** as set forth in Exhibit “A” dated **May 27, 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. 08-0476 - RE: APPOINTMENT TO THE PORTAGE COUNTY DISTRICT LIBRARY BOARD OF TRUSTEES.**

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

**WHEREAS,** there is a need for appointment to the Portage County District Library Board of Trustees; now therefore be it

**RESOLVED,** that the Portage County Board of Commissioners does hereby appoint the following member for a seven-year term commencing June 13, 2008 through June 13, 2015:

Betty Clapp  
7826 State St.  
Garrettsville, OH 44231

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. 08-0477 - RE: ENTER INTO THE FIFTH YEAR OF A FIVE (5) YEAR AGREEMENT BETWEEN THE COUNTY OF PORTAGE AND MATTHEW L. WEST FOR THE LEASE OF LAND FOR THE PURPOSE OF DISPOSAL AND REUSE OF LIQUID AND CAKE SLUDGE ON APPROVED APPLICATION SITES.**

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

**WHEREAS,** a multi-year agreement between the parties was entered into on June 22, 2004; and

**WHEREAS,** use of this land is again required of the Owners, in year five (5) of the agreement, to ensure the proper operation of the County's wastewater treatment plants; and

**WHEREAS,** the Ohio EPA has approved this land for the application and disposal of sewage sludge;

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

Section 1. That the amount of land currently under contract is 36 useable acres.

Section 2. That the Board agrees to compensate the Owners in the amount of \$10.00 per acre, or \$360.00, in year five (5) of the agreement.

Section 3. That it is hereby found and determined that all formal actions of this Board

concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio revised Code.

Voice vote as follows:

Christopher Smeiles, Yea;

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 08-0478

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

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

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

	<i>Increase</i>	<i>Decrease</i>
<b>Fund: 0001 General Fund</b>		
<b>010 Commissioners Other</b>		
00107 Commissioner Other OE	0	40,240
<b>MEMO TOTAL</b>	<u><u>\$ -</u></u>	<u><u>\$ 40,240</u></u>

Note: BOC Appr. 2 Vehicles 5/8/08 JE#8, BOC Appr. Min #1 - 5/8/08,

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**590 Adult Probation**

05954 Adult Prob - Com Pleas CS	0	1,000
05955 Adult Prob - Com Pleas MS	1,000	0
05956 Adult Prob - Common Pleas CO	27,740	0
0596D Adult Prob - Muni Ct Full Time	0	326
0596M Adult Prob - Muni Ct Overtime	326	0
<b>MEMO TOTAL</b>	<u><u>\$ 29,066</u></u>	<u><u>\$ 1,326</u></u>

Note: BOC Appr. 2 Vehicles 5/8/08 JE#8, Projected need

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**700 Sheriff's Department**

07104 Sheriff-Corrections CS	12,500	0
<b>MEMO TOTAL</b>	<u><u>\$ 12,500</u></u>	<u><u>\$ -</u></u>

Note: BOC Appr. Min. #1 - 5/8/08 Pay to Stay

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<b>TOTAL MEMO BALANCE ALL AMENDMENTS</b>	<u><u>\$ 41,566</u></u>	<u><u>\$ 41,566</u></u>
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and be it further,

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

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

Roll call as Follows:

Christopher Smeiles, Yea;

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

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**RESOLUTION No. 08-0479**

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

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

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

		<i>Increase</i>	<i>Decrease</i>
		<hr/>	<hr/>
<b>Fund: 1003</b>	<b>Real Estate Assessment</b>		
	<i>915 Data Processing Board</i>		
10034	Real Estate Assessment CS	53,000	0
	<b>MEMO TOTAL</b>	<u><u>\$ 53,000</u></u>	<u><u>\$ -</u></u>

Note: DDTI Contract

<b>Fund: 1103</b>	<b>Drug Abuse Resistance Educatio</b>		
	<i>700 Sheriff's Department</i>		
11033	Sheriff-DARE Program Fringes	2,620	298
1103D	Sheriff-DARE Program Full Time	13,900	0
	<b>MEMO TOTAL</b>	<u><u>\$ 16,520</u></u>	<u><u>\$ 298</u></u>

Note: Increase approp per grant

<b>Fund: 1165</b>	<b>Homeland Security B (SHSP)</b>		
	<i>930 Emergency Management Agency</i>		
11655	Homeland Security B (SHSP) MS	0	20,856
11656	Homeland Security B (SHSP) CO	20,856	0
	<b>MEMO TOTAL</b>	<u><u>\$ 20,856</u></u>	<u><u>\$ 20,856</u></u>

Note: Transfer from 596300 account

<b>Fund: 1201</b>	<b>Motor Vehicle And Gas Tax</b>		
	<i>800 Engineer's Department</i>		
12015	Motor Vehicle/Gas Tax MS	100,000	0
	<b>MEMO TOTAL</b>	<u><u>\$ 100,000</u></u>	<u><u>\$ -</u></u>

Note: For increase in the cost of fuel to operate fleet

		<i>Increase</i>	<i>Decrease</i>
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<b>Fund: 1271</b>	<b>RLF CDBG</b>		
	<i>001 Commissioners</i>		
12714	RLF CDBG CS	15,000	0
12718	RLF CDBG DE	0	15,000
	<b>MEMO TOTAL</b>	<u><u>\$ 15,000</u></u>	<u><u>\$ 15,000</u></u>

Note: ADJUST LINE ITEMS

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<b>Fund: 1310</b>	<b>Mental Health &amp; Recovery Board</b>		
	<i>904 Mental Health &amp; Recovery Board</i>		
13104	Mental Health & Recovery CS	0	3,000
13105	Mental Health & Recovery MS	3,000	0
	<b>MEMO TOTAL</b>	<u><u>\$ 3,000</u></u>	<u><u>\$ 3,000</u></u>

Note: For projected need

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<b>Fund: 1340</b>	<b>MRDD General Administration</b>		
	<i>905 Mental Ret &amp; Dev Disability Bd</i>		
13405	MRDD General Admin MS	24,000	0
13406	MRDD General Admin CO	0	24,000
	<b>MEMO TOTAL</b>	<u><u>\$ 24,000</u></u>	<u><u>\$ 24,000</u></u>

Note: APPROPRIATION MODIFICATION

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<b>Fund: 1364</b>	<b>Child Health Grant</b>		
	<i>051 Job And Family Services</i>		
13643	Child Health Grant Fringes	1,119	1,669
1364D	Child Health Grant Full-Time	0	3,400
1364E	Child Health Grant Part-Time	4,300	0
1364M	Child Health Grant Overtime	0	350
	<b>MEMO TOTAL</b>	<u><u>\$ 5,419</u></u>	<u><u>\$ 5,419</u></u>

Note: Projected Need

*Increase*                      *Decrease*

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**Fund: 1471 Senior Farmers Market Nutritio**  
**055 Senior Center**

14714	Senior Farmers Market Nutri CS	0	2,845
	<b>MEMO TOTAL</b>	<u>\$ -</u>	<u>\$ 2,845</u>

Note: ADJUST TO ACTUAL

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**Fund: 1492 Pass Thru Grants (BOC)**  
**001 Commissioners**

14924	Pass Thru Grant (BOC) CS	40,000	0
	<b>MEMO TOTAL</b>	<u>\$ 40,000</u>	<u>\$ -</u>

Note: HIKE & BIKE - RTO5 (141)

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**Fund: 3015 GO Bonds 2004**  
**001 Commissioners**

30158	GO Bonds 2004 DE	1	0
	<b>MEMO TOTAL</b>	<u>\$ 1</u>	<u>\$ -</u>

Note: ACTUAL BOND PAYMENT

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**Fund: 4211 Tallmadge Bridge EDI 16 CH18L**  
**800 Engineer's Department**

42116	Tallmadge Brdg EDI 16 CH18L CO	54,986	0
	<b>MEMO TOTAL</b>	<u>\$ 54,986</u>	<u>\$ -</u>

Note: LOCAL SHARE

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		<i>Increase</i>	<i>Decrease</i>
<b>Fund: 5200</b>	<b>PCS General Administration</b>		
	<i>060 Water Resources</i>		
52003	Portage County Sewer Fringes	4,900	0
52004	Portage County Sewer CS	278,750	0
52005	Portage County Sewer MS	27,000	0
52006	Portage County Sewer CO	0	317,650
5200E	Portage County Sewer Part Time	7,000	0
	<b><i>MEMO TOTAL</i></b>	<b><u><u>\$ 317,650</u></u></b>	<b><u><u>\$ 317,650</u></u></b>

Note: to move budget to where needed

<b>Fund: 5400</b>	<b>PCW General Administration</b>		
	<i>060 Water Resources</i>		
54004	Portage County Water CS	23,000	0
54005	Portage County Water MS	6,700	0
54009	Portage County Water ME	0	29,700
	<b><i>MEMO TOTAL</i></b>	<b><u><u>\$ 29,700</u></u></b>	<b><u><u>\$ 29,700</u></u></b>

Note: to move budget to where needed

<b>Fund: 5600</b>	<b>StS General Administration</b>		
	<i>060 Water Resources</i>		
56004	Streetsboro Sewer CS	187,800	0
56005	Streetsboro Sewer MS	30,320	0
56009	Streetsboro Sewer ME	0	218,120
	<b><i>MEMO TOTAL</i></b>	<b><u><u>\$ 218,120</u></u></b>	<b><u><u>\$ 218,120</u></u></b>

Note: to move budget to where needed

<b><i>TOTAL MEMO BALANCE FOR ALL FUNDS</i></b>	<b><u><u>\$ 898,252</u></u></b>	<b><u><u>\$ 636,888</u></u></b>
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and be it further,

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

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

Roll call as Follows:

Christopher Smeiles, Yea;

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

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**RESOLUTION No. 08-0480 - RE: CLOSING OF FUND 5306, PCS RAVENNA-ROOTSTOWN PUMP UPG**

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

**WHEREAS,** fiscal activity has ceased in Fund 5306, PCS Ravenna-Rootstown Pump Station Upgrades, all payments have been made and the Treasurer's Cash Balance is \$0.00; now therefore be it

**RESOLVED,** that Fund 5306, PCS Ravenna-Rootstown Pump UPG is hereby closed; and be it further

**RESOLVED,** that a certified copy of this resolution be filed with the County Auditor, the Department of Budget and Financial Management and the Water Resources Department, and be it further

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

Voice Vote as Follows:

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

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**RESOLUTION No. 08-0481 - RE: AUTHORIZE APPLICATION TO PETSMART CHARITIES GRANT PROGRAM**

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

**WHEREAS,** our Portage County Dog Warden is seeking ways to address problems of overpopulation of stray domestic animals in Portage Co.; and

**WHEREAS,** PetSmart Charities has a grant program providing funds for spay/neuter projects to non-profit and government organizations; therefore be it

**RESOLVED,** that the Portage County Board of Commissioners does hereby support the application to the PetSmart Charities Grants Program on behalf of the Portage County Dog Warden's office and the Portage County Animal Shelter in the amount of \$10,000 ; 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



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**JOURNAL ENTRIES**

May 27, 2008

1. The Board of Commissioners received the Portage County District Library and Library Consortium's Annual Budget for the year commencing January 1, 2009.
2. Board of Commissioners' authorization requested to pay \$ 490.12 for County Apiary Inspector expenses for services provided in April 2008 as presented by Apiarist Brian Neuman.
3. The Board of Commissioners received the Portage County Investment Reconciliation report for the month of April 2008 as presented by the County Auditor and County Treasurer.
4. Board of Commissioners' signature requested on the purchase requisition for the Record Publishing Company for CDBG Advertising for fiscal year 2008 in the amount of \$140 as requested by the Regional Planning Commission. The B-F-07-062-1 Formula Grant Activity #1 Senior Center and Activity #3 PIC Head Start is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized.
5. Board of Commissioners' signature requested on the payment authorization form in the amount of \$1,920.00 payable to Emerald Environmental, Inc. for asbestos inspection services and report generation for Windham Village Clearance Project as requested by the Regional Planning Commission. The B-F-06 Formula Grant Activity #09 Clearance is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized.
6. Board of Commissioners' signature requested on the payment authorization form in the amount of \$5,259 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 the request appears to be proper and appropriately authorized.
7. Board of Commissioners' signature requested on the purchase requisition for Carano Environmental Svc Inc. for City of Streetsboro clients Marvin & Eleanor Cline for bathroom rehabilitation in the amount of \$4,480 as requested by the Regional Planning Commission. The B-F-06-062-1 Formula Grant Activity #06 Home/Building Repair 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 purchase requisition for GB Hawk Construction for City of Streetsboro client Nancy Smith for a roof replacement in the amount of \$4,950 as requested by the Regional Planning Commission. The B-F-06-062-1 Formula Grant Activity #06 Home/Building Repair is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized.
9. Board of Commissioners' signature requested on the purchase requisition for GB Hawk Construction for City of Streetsboro clients Robert & Joanne Davenport for a roof replacement in the amount of \$5,000 as requested by the Regional Planning Commission. The B-F-06-062-1 Formula Grant Activity #06

Home/Building Repair is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized.

10. Board of Commissioners' signature requested on the purchase requisition for GB Hawk Construction for City of Streetsboro client Red Watters for furnace and wood floor replacement for \$ 5,000.00 as requested by the Regional Planning Commission. The B-F-06-062-1 Formula Grant Activity #06 Home/Building Repair is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized.

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**REFERRED**

May 27, 2008

1. Undated correspondence (received May 21, 2008) from an unknown citizen, regarding the Solid Waste Recycling Center./Referred to Solid Waste Director.

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**INFORMATION ONLY**

May 27, 2008

1. The Board of Commissioners received the Portage County Regional Airport Authority meeting minutes from April 9, 2008.
2. The Board of Commissioners received the WINGS newsletter as presented by Pegasus Farm.

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**Journal Entry**

May 27, 2008

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

1. The Board of Commissioners acknowledged the receipt of the Portage County District Library and Library Consortium's Annual Budgets for the year commencing January 1, 2009.
2. The Board of Commissioners authorized payment of \$490.12 for County Apiary Inspector expenses for services provided in April 2008, as presented by Apiarist Brian Neuman.
3. The Board of Commissioners acknowledged the receipt of the Portage County Investment Reconciliation report for the month of April 2008, as presented by the County Auditor and County Treasurer.
4. The Board of Commissioners signed the purchase requisition for the Record Publishing Company for CDBG Advertising for fiscal year 2008 in the amount of \$140, as presented by the Regional Planning Commission. The B-F-07-062-1 Formula Grant Activity #1 Senior Center and Activity #3 PIC Head Start is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized.
5. The Board of Commissioners signed the payment authorization form in the amount of \$1,920.00 payable to Emerald Environmental, Inc. of Kent for asbestos inspection services and report generation for Windham Village Clearance Project, as presented by the Regional Planning Commission. The B-F-06 Formula Grant

Activity #09 Clearance is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized.

6. The Board of Commissioners signed the payment authorization form in the amount of \$5,259 payable to Rick Hawksley dba Design With a Vision of Kent 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 the request appears to be proper and appropriately authorized.
7. The Board of Commissioners signed the purchase requisition for Carano Environmental Svc Inc. of Cuyahoga Falls for City of Streetsboro clients Marvin & Eleanor Cline for a bathroom rehabilitation in the amount of \$4,480, as presented by the Regional Planning Commission. The B-F-06-062-1 Formula Grant Activity #06 Home/Building Repair 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 purchase requisition for GB Hawk Construction of Tallmadge for City of Streetsboro client Nancy Smith for a roof replacement in the amount of \$4,950, as presented by the Regional Planning Commission. The B-F-06-062-1 Formula Grant Activity #06 Home/Building Repair is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized.
9. The Board of Commissioners signed the purchase requisition for GB Hawk Construction of Tallmadge for City of Streetsboro clients Robert & Joanne Davenport for a roof replacement in the amount of \$5,000, as presented by the Regional Planning Commission. The B-F-06-062-1 Formula Grant Activity #06 Home/Building Repair is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized.
10. The Board of Commissioners signed the purchase requisition for GB Hawk Construction of Tallmadge for City of Streetsboro client Red Watters for a furnace and wood floor replacement for \$5,000, as presented by the Regional Planning Commission. The B-F-06-062-1 Formula Grant Activity #06 Home/Building Repair is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized.
11. The Board of Commissioners authorized the Portage County Water Resources Department to submit a preapplication for the Ohio Public Works Commission (OPWC) Infrastructure Program – Round 23 (PY 09), as presented by the Portage County Water Resources Department.
12. The Board of Commissioners accepted the recommendation of Water Resources Department Director Harold Huff and authorized the hire of the H. Luli Construction Company, Inc. of Hartville to fill-in and cap three concrete tanks at the Bolinbrook WWTP.
13. The Board of Commissioners authorized payment of \$695 to the Record-Courier Newspaper for an ad in the Commemorative Portage County Bicentennial Edition. The Board of Commissioners noted that the Prosecutor's Office has advised that this expenditure is allowable and appropriate as a promotional advertisement associated with economic development.

14. The Board of Commissioners approved the following Personnel Requisition, as presented by Lynn Leslie, Director of the Portage County Human Resources Department and approved by Department of Job & Family Services Director Anita Herington:

DEPARTMENT	JOB TITLE	GRADE	ACTION
Job & Family Services	Fiscal/Eligibility Specialist Replacement for Sheila Uzl	JFS H	Post Internally and Externally

15. The Board of Commissioners signed the Personnel Action Form authorizing the full time permanent hire of April L. Wise as an Income Maintenance Worker 3 (replacing Sheila Grega) 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.

16. The Board of Commissioners authorized Commissioner Smeiles to sign the Settlement Agreement and Mutual Release between Patricia S. Grant (Pat's Play Pen) and the Portage County Board of Commissioners on behalf of the Portage County Department of Job and Family Services, as presented by Portage County Assistant Chief Prosecuting Attorney Denise Smith. (Case No. 07 CV 1237 *Patricia S. Grant d/b/a Pat's Play Pen v. Portage County Board of Commissioners*)

17. The advertisement of a Request for Qualifications (RFQ) for professional aviation consulting firms for services for the Portage County Regional Airport brought four responses. The Board of Commissioners interviewed the four companies, with one representative from the Airport participating in three of the interviews.

Today, the Board of Commissioners agreed to begin negotiations with C & S Companies of Cleveland for the creation of a Portage County Regional Airport Business Plan. The Board of Commissioners agreed to host a meeting with company representatives and Portage County Regional Airport representatives to begin the negotiations.

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 27, 2008**. There being no further business to come before the Board, it was moved by Maureen T. Frederick, seconded by Charles W. Keiper II to adjourn the official meeting at **10:45 AM**. All in favor, motion carries.

Christopher Smeiles, President

Charles W. Keiper II, Vice President

Maureen T. Frederick, Board Member

Deborah Mazanec, Clerk

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