

**Tuesday, June 10, 2008**

The Board of County Commissioners met in regular session on **Tuesday, June 10, 2008 at 9:50 AM** with the following members present:

Christopher Smeiles

Charles W. Keiper II

Maureen T. Frederick

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It was moved by Maureen T. Frederick, seconded by Charles W. Keiper II to approve the meeting minutes of the June 5, 2008 meeting. All in favor, motion carries

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

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## **PROSECUTOR**

Present: Denise Smith

### **Review of Prosecutor's Pending List**

Denise Smith advised that Attorney Brode has found the Ohio Revised Code section that gives the Board of Commissioners contracting authority for the Pay-To-Stay program at the Jail.

### **Prosecutor's Correspondence**

1. June 3, 2008 correspondence from Tommie Jo Marsilio, regarding office space at the Sheriff's Department for use by the Office of Homeland Security and Emergency Management/FYI – the Board of Commissioners adopted Resolution 08-0529 today agreeing to enter into this agreement.
2. June 6, 2008 e-mail from Leigh Prugh, regarding the Streetsboro Water agreement/Attorney Prugh to ask the city to put their questions in writing to the Board of Commissioners. Commissioner Smeiles agreed to contact Mayor Wagner to discuss this water issue.

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## **DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT**

Present: Audrey Tillis

### Resolutions

1. General Fund Amendments to the Annual Appropriation Resolution:/05-518
  - a. Commissioners Other, Supplemental – BOC Appr. 6/5/08 J/E #11, BOC Appr. 6/3/08 JE #4.
  - b. Building Regulation Inspection, Supplemental – BOC Appr. 6/3/08 J/E #4.
  - c. Senior Center, Supplemental – BOC Appr. 6/5/08 J/E #11.
  - d. Sheriff's Department, Supplemental – Sheriff Bargaining Unit Base and Retro Compensation Adjustments.
2. Other Funds Amendments to the Annual Appropriation Resolution:/08-519
  - a. 1010, Computerization Clerk Muni Ct – Supplemental, For Court House Security.
  - b. 1122, Adult Probation – Transfer, For projected need.
  - c. 1170, Emergency Response LEPC/CERP – Supplemental, EMA Contract.

- d. 1201, Motor Vehicle and Gas Tax – Local Share, Middlebury Bridge.
- e. 1330, Dog and Kennel – Supplemental, Kennel painting.
- f. 1340, MRDD General Administration – Transfer, Appropriation Modification.

- 3. Close Fund 1104, ODHS Safety Belt Program/08-520
- 4. Close Fund 1106, Local Law Enforcement Block GR/08-521
- 5. Close Fund 1108, Livescan Enhancement Proj/08-522
- 6. Close Fund 1363, CH Prevention/08-523
- 7. Close Fund 1163, Homeland Security Pro (SHSP)/08-524
- 8. Close Fund 1014, Cascade Plaza/08-525
- 9. Close Fund 5850, RS Railroad Rail Rehab/08-526
- 10. Close Fund 1013, Help America Vote Act/08-527
- 11. Close Fund 5810, FS Railroad Debt ORDC Loan 05/08-528

Other

12. Discussion Memos:

- a. Public Defender – Legal Costs/08-0529 authorizes an additional \$10,000 for payment of legal fees
- b. Neighborhood Development Services (NDS) - Homebuyer Education and Financial Fitness Program Request/Journal Entry

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**WATER RESOURCES - CANCELLED**

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10: 43 AM Lunch Recess

1:15 PM Board of Commissioners reconvened  
Commissioner Frederick not attending

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**DBFM WORK SESSION**

Present: Audrey Tillis, Mike Sudsina, Matt Adelman

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**REGIONAL PLANNING COMMISSION WORK SESSION**

Present: Lynne Erickson, Jack Groselle, Randy Alger, Evelyn Beeman

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**RESOLUTION No. 08-0514 - 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 June 10, 2008 in the total payment amount of \$ 459,632.97 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. 08-0515 - 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:

06/10/08	353	\$ 156.90
06/10/08	343	10,271.24
06/10/08	344	1,680.00
06/10/08	349	53.50
06/10/08	347	8,000.00
06/10/08	345	81.72
Total		\$ 20,243.36

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. 08-0516 - 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 **\$14,737.56** as set forth in Exhibit “A” dated **June 10, 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. 08-0517 - RE: ENTER AGREEMENT BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS AND THE PORTAGE COUNTY SHERIFF FOR DESIGNATED WORK SPACE**

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

**WHEREAS,** the Portage County Sheriff and Portage County Board of Commissioners desire to work cooperatively in the best interests of the community and to encourage efficient government; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into an agreement with the Portage County Sheriff on behalf of the Portage County Office of Homeland Security & Emergency Management for the designation of work space in the Portage County Emergency Operation Center; 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. 08-0518

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	1,090,914
<b>MEMO TOTAL</b>	<u><u>\$ -</u></u>	<u><u>\$ 1,090,914</u></u>

Note: BOC Appr. 6/5/08 J/E# 11, BOC Appr. 6/3/08 J/E #4

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**020 Building Regulation Inspection**

00200 Building Regulation Retirement	4,590	0
<b>MEMO TOTAL</b>	<u><u>\$ 4,590</u></u>	<u><u>\$ -</u></u>

Note: BOC Appr. 6/3/08 J/E #4

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**055 Senior Center**

00554 Senior Center CS	43,223	0
<b>MEMO TOTAL</b>	<u><u>\$ 43,223</u></u>	<u><u>\$ -</u></u>

Note: BOC Appr. 6/5/08 J/E# 11

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**700 Sheriff's Department**

07005 Sheriff-General Admin MS	13,050	0
07103 Sheriff-Corrections Fringes	66,512	0
07105 Sheriff-Corrections MS	13,275	0
0710D Sheriff-Corrections Full Time	399,282	0
0710E Sheriff-Corrections Part Time	2,675	0
0710M Sheriff-Corrections Overtime	28,514	0
07203 Sheriff-Detectives Fringes	14,273	0

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		<i>Increase</i>	<i>Decrease</i>
0720D	Sheriff-Detectives Full Time	70,189	0
0720M	Sheriff-Detectives Overtime	6,721	0
07303	Sheriff-Road Deputies Fringes	55,699	0
0730D	Sheriff-Road Deputies Full Time	291,896	0
0730M	Sheriff-Road Deputies Overtime	8,347	0
07403	Sheriff-Dispatch Fringes	9,728	0
0740D	Sheriff-Dispatch Full Time	58,556	0
0740M	Sheriff-Dispatch Overtime	4,384	0
	<b><i>MEMO TOTAL</i></b>	<b><u><u>\$ 1,043,101</u></u></b>	<b><u><u>\$ -</u></u></b>

Note: Sheriff Bargaining Unit Base, Sheriff Bargaining Unit Retro

<b><i>TOTAL MEMO BALANCE ALL AMENDMENTS</i></b>	<b><u><u>\$ 1,090,914</u></u></b>	<b><u><u>\$ 1,090,914</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. 08-0519

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>
<b>Fund: 1010</b>	<b>Computerization Clerk Muni Ct</b>		
	<i>500 Clerk of Courts</i>		
10104	Comp-Clerk of Courts CS	40,405	0
	<b>MEMO TOTAL</b>	<u><u>\$ 40,405</u></u>	<u><u>\$ -</u></u>

Note: For Court House Security

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<b>Fund: 1122</b>	<b>Adult Probation</b>		
	<i>590 Adult Probation</i>		
11223	Adult Probation Fringes	55	0
1122D	Adult Probation Full Time	0	55
	<b>MEMO TOTAL</b>	<u><u>\$ 55</u></u>	<u><u>\$ 55</u></u>

Note: For projected need

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<b>Fund: 1170</b>	<b>Emergency Response LEPC/CERP</b>		
	<i>931 Local Emergency Planning Commi</i>		
11704	LEPC / CERP CS	9,450	0
	<b>MEMO TOTAL</b>	<u><u>\$ 9,450</u></u>	<u><u>\$ -</u></u>

Note: EMA Contract

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<b>Fund: 1201</b>	<b>Motor Vehicle And Gas Tax</b>		
	<i>800 Engineer's Department</i>		
12014	Motor Vehicle/Gas Tax CS	10,691	0
12016	Motor Vehicle/Gas Tax CO	0	10,691
	<b>MEMO TOTAL</b>	<u><u>\$ 10,691</u></u>	<u><u>\$ 10,691</u></u>

Note: Local Share-Middlebury Bridge

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*Increase*                      *Decrease*

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**Fund: 1330 Dog And Kennel**

**045 Dog And Kennel**

13304	Dog Kennel - Warden CS	5,000	0
13305	Dog Kennel - Warden MS	0	3,000
	<b>MEMO TOTAL</b>	<u><u>\$ 5,000</u></u>	<u><u>\$ 3,000</u></u>

Note: Kennel painting

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**Fund: 1340 MRDD General Administration**

**905 Mental Ret & Dev Disability Bd**

13403	MRDD General Admin Fringes	0	87,935
13404	MRDD General Admin CS	87,935	0
13405	MRDD General Admin MS	100,000	0
13409	MRDD General Admin ME	0	100,000
	<b>MEMO TOTAL</b>	<u><u>\$ 187,935</u></u>	<u><u>\$ 187,935</u></u>

Note: APPROP MODIFICATION

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<b>TOTAL MEMO BALANCE FOR ALL FUNDS</b>	<u><u>\$ 253,536</u></u>	<u><u>\$ 201,681</u></u>
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**WHEREAS,** fiscal activity has ceased in Fund 1363, CH Prevention, all payments have been made and the Treasurer's Cash Balance is \$0.00; now therefore be it

**RESOLVED,** that Fund 1363, CH Prevention 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 Department of Job and Family Services, 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. 08-0524 - RE: CLOSING OF FUND 1163, HOMELAND SECURITY PRO (SHSP)**

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 1163, Homeland Security Pro (SHSP), all payments have been made and the Treasurer's Cash Balance is \$0.00; now therefore be it

**RESOLVED,** that Fund 1163, Homeland Security Pro (SHSP) 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 Homeland Security and Emergency Management Agency, 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. 08-0525 - RE: CLOSING OF FUND 1014, CASCADE PLAZA**

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 1014, Cascade Plaza, all payments have been made and the Treasurer’s Cash Balance is \$0.00; now therefore be it

**RESOLVED,** that Fund 1014, Cascade Plaza 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 Economic Development 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. 08-0526 - RE: CLOSING OF FUND 5850, RS RAILROAD RAIL REHAB**

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 5850, RS Railroad Rail Rehab, all payments have been made and the Treasurer’s Cash Balance is \$0.00; now therefore be it

**RESOLVED,** that Fund 5850, RS Railroad Rail Rehab 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 Economic Development 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. 08-0527 - RE: CLOSING OF FUND 1013, HELP AMERICA VOTE ACT**

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 1013, Help America Vote Act, all payments have been made and the Treasurer's Cash Balance is \$0.00; now therefore  
be it

**RESOLVED,** that Fund 1013, Help America Vote Act 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 Board of Elections, 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. 08-0528 - RE: CLOSING OF FUND 5810, FS RAILROAD DEBT ORDC LOAN 05**

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 5810, Railroad Debt ORDC Loan 05, all payments have been made and the Treasurer's Cash Balance is \$0.00; now therefore be it

**RESOLVED,** that Fund 5810, Railroad Debt ORDC Loan 05 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 Economic Development 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. 08-0529**

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**RE: AMEND RESOLUTION 07-0710, ADOPTED JULY 17, 2007, TO INCREASE AMOUNT FROM \$10,000 TO \$20,000 FOR PROFESSIONAL SERVICES WITH BROUSE & McDOWELL, FOR LEGAL REPRESENTATION.**

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

**WHEREAS,** the Portage County Prosecutor's Office has advised the Board of Commissioners that, pursuant to Revised Code 2744.07, the county may provide a defense for an employee who was acting within the scope of his employment; and

**WHEREAS,** the Portage County Board of Commissioners desires to continue to provide legal counsel for Portage County Public Defender Dennis Day Lager in the matter of *Robin Bostick v. Portage County Public Defender's Office et.al* (Case No. 2007-CV 000803 in the Portage County Court of Common Pleas); and

**WHEREAS,** the Board of Commissioners adopted Resolution 07-0710 on July 17, 2007 authorizing payment not to exceed \$10,000.00 and payable by a Purchase Order to **Brouse McDowell LPA, and Attorney Daniel L. Bell, 388 S. Main Street, Suite 500, Akron, Ohio 44331** for services provided for legal representation for Portage County Public Defender Dennis Day Lager in the matter of *Robin Bostick v. Portage County Public Defender's Office et.al* (Case No. 2007-CV 000803 in the Portage County Court of Common Pleas); and

**WHEREAS,** Portage County Public Defender Dennis Day Lager has informed the Board of Commissioners that the case is continuing and there is need for additional funds for legal representation; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby agree increase the amount payable to **Brouse McDowell LPA, and Attorney Daniel L. Bell, 388 S. Main Street, Suite 500, Akron, Ohio 44331** for services provided for legal representation for Portage County Public Defender Dennis Day Lager in the matter of *Robin Bostick v. Portage County Public Defender's Office et.al* (Case No. 2007-CV 000803 in the Portage County Court of Common Pleas), from Ten Thousand Dollars and No Cents (\$10,000) to Twenty Thousand Dollars and No Cents (\$20,000) payable by a Purchase Order; 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



2. June 4, 2008 correspondence from Hal Farrier, Mental Health & Recovery Board, requesting a renewal levy be placed on the November 2008 ballot/Journal Entry receipt and invite Mr. Farrier to meet with the Board of Commissioners to discuss this request.
3. The Board of Commissioners received the Certificate of Estimated Property Tax Revenues for the renewal levy for Mental Health & Recovery as presented by the County Auditor/Journal Entry receipt and invite Mr. Farrier to meet with the Board of Commissioners to discuss this request.
4. June 4, 2008 memo from Jim Manion, General Services, regarding Lynda Kitchen's request for tree removal/The Board of Commissioners agreed to ask Mr. Manion if he has contacted the County Engineer to see if that office can determine if the tree is located on county property.
5. June 4, 2008 correspondence from Dennis Lager, Public Defender, requesting a supplemental budget request for \$ 10,000.00 to pay an outstanding May invoice and to allow representation by Attorney Bell to continue for the case of Robin Bostick vs. Portage County Public Defender's Office/08-0529.
6. Board of Commissioners' authorization requested to have the Water Resources Department contact, schedule and interview four firms for Project Engineering and surveying services for the Ravenna Training and Logistics Site (RTLS) potable water system and facilities, Project No. Portage County-W (08-120) and Ravenna Training and Logistics Site (RTLS) sanitary sewer system and facilities, Project No. PC (08-130) as requested by the Water Resources Department/Hold for Board of Commissioners consideration.
7. June 4, 2008 e-mail from Jon Barber, Office of Homeland Security and Emergency Management, regarding office space at the Sheriff's Department for use by Office of Homeland Security and Emergency Management – Memorandum of Understanding (MOU)/Board of Commissioners approved this agreement on June 5, 2008. JoAnn Townend is processing the agreement.
8. June 2, 2008 correspondence from Michael Kuhn, Hauser & Associates Insurance Services, regarding government program/Forward to the Human Resources Department.
9. June 5, 2008 e-mail from Anita Herington, Job and Family Services regarding WIB vacancies/Commissioner Smeiles agreed to contact the person who is interested in serving.
10. June 6, 2008 e-mail from Anita Herington, Job and Family Services regarding safety/Information only.
11. June 4, 2008 correspondence from Richard Williger, Richard Williger Co., LPA regarding Claim No. 98-331178/Information only.
12. June 5, 2008 correspondence from the Portage County Park District, requesting forgiveness of the loan in order to utilize funding for park operations/Forward to the Department of Budget & Finance for comment to the Board of Commissioners.
13. June 5, 2008 correspondence from the Portage County Park District, requesting \$ 200,000/year (increase of \$ 112,000) to the Park District's General Operating Fund/Forward to the Department of Budget & Finance for comment to the Board of Commissioners
14. June 4, 2008 correspondence from Louis Schiavoni, Schiavoni, Schiavoni, Bush & Muldowney Co., LPA, regarding Claim No. 07-382656/Information only.

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**JOURNAL ENTRIES**

June 10, 2008

1. Board of Commissioners' authorization requested to pay Invoice No. 2238 dated June 1, 2008 for 2<sup>nd</sup> quarter Extension Appropriations 2008 as presented by the Ohio State University Extension \$ 71,625.00.
2. The Board of Commissioners received the Financial Report dated December 31, 2007 as presented by Robinson Memorial Hospital.
3. Board of Commissioners' authorization requested to purchase a month-to-month membership at \$ 29.95/month to The Foundation Center in order to acquire daily updates on grant announcements and RFP's from private foundations as requested by Dan Banks, Grants Administrator.
4. Board of Commissioners' authorization requested to have the Water Resources Department contact, schedule and interview four firms for Project Engineering and surveying services for the Ravenna Training and Logistics Site (RTLS) potable water system and facilities, Project No. Portage County-W (08-120) and Ravenna Training and Logistics Site (RTLS) sanitary sewer system and facilities, Project No. PC (08-130) as requested by the Water Resources Department/HOLD for Board of Commissioners consideration
5. Board of Commissioners' authorization requested to pay the June 5, 2008 Invoice #29890 for \$5,868.26 from Johnson, Miller & Schmitz LLP for professional services rendered during the month of May 2008 for general labor matters.

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**REFERRED**

June 10, 2008

1. May 30, 2008 memo from Ryan Gies, Ohio Department of Youth Services, including FY 2008 DYS Subsidy Grant Forms, Instructions and Allocation Information./Referred to Grants Administrator and Internal Auditor.
2. June 4, 2008 correspondence from Audrey Cielinski Kessler, requesting reappointment to the Building Board of Appeals./Referred to Executive Assistant.

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**INFORMATION ONLY**

June 10, 2008

1. The Board of Commissioners received the Next Generation Spring 2008 newsletter.
2. June 3, 2008 correspondence from Eric Mzetti, Ohio Department of Transportation, announcing the closing of SR 225 in Palmyra Township between Yale Road and Williams Road for culvert replacement. State Date: June 23, 2008 End Date: July 14, 2008.
3. June 4, 2008 correspondence from Mickey Marozzi, County Engineer to Janet Esposito, County Auditor, requesting a Journal Voucher for the tenth installment of the twenty-five year loan.
4. June 5, 2008 correspondence from Anita Herington, Job and Family Services, regarding the Job Fair.
5. The Board of Commissioners received the Aging Spectrum newsletter for Spring 2008 as presented by Area Agency on Aging.

6. The Board of Commissioners received the Ohio County Commissioners Day information for August 19-20, 2008. (Document in share file).
7. June 6, 2008 fax from Ashtabula County Commissioners, including a resume for Randll Bates.
8. June 3, 2008 memo from Michael Colbert, Ohio Job and Family Services, regarding revised initial County share of public assistance expenditures mandated share for State Fiscal Year 2009.
9. The Board of Commissioners received the Portage County Weekly Traffic Advisory dated June 6, 2008 as presented by Ohio Department of Transportation.

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**Journal Entry**  
June 10, 2008

Motion by Charles W. Keiper II, seconded by Christopher Smeiles to approve the following actions:

1. The Board of Commissioners authorized payment of Invoice No. 2238 dated June 1, 2008 for the 2<sup>nd</sup> quarter payment to the Ohio State University Extension for the 2008 appropriation in the amount of \$71,625.00.
2. The Board of Commissioners acknowledged the receipt of the Robinson Memorial Portage County Hospital and Affiliates Financial Report dated December 31, 2007, as presented by Robinson Memorial Hospital.
3. The Board of Commissioners authorized the purchase of a month-to-month membership for \$29.95 per month to The Foundation Center in order to acquire daily updates on grant announcements and RFP's from private foundations, as requested by Dan Banks, Grants Administrator.
4. The Board of Commissioners acknowledged the receipt of the Mental Health & Recovery Board request that a renewal levy be placed on the November 2008 ballot. The Board of Commissioners also acknowledged the receipt of the Certificate of Estimated Property Tax Revenues for the renewal levy for the Mental Health & Recovery Board, as presented by the Portage County Auditor. The Board of Commissioners agreed to meet with Executive Director Hal Farrier to discuss this request and to forward the information to the Prosecutor's Office for the preparation of the necessary resolution.
5. The Board of Commissioners authorized payment of the June 5, 2008 Invoice #29890 for \$5,868.26 from Johnson, Miller & Schmitz LLP for professional services rendered during the month of May 2008 for general labor matters.
6. The Board of Commissioners signed the Personnel Action form acknowledging the retirement of Sharon Waesch as a Registered Nurse for the Child Health Services in the Portage County Department of Job and Family Services, effective August 29, 2008, as presented by the Human Resources Department Director Lynn Leslie and approved by the Department of Job and Family Services Director Anita Herington.
7. The Board of Commissioners approved the following Personnel Requisitions, as presented by Lynn Leslie, Director of the Portage County Human Resources Department and approved by Department of Job & Family Services Director Anita Herington:

DEPARTMENT	JOB TITLE	GRADE	ACTION
Job & Family Services – Child Health Services	Registered Nurse Replacement for Sharon Waesch	MGT5	Post Externally

8. The Board of Commissioners signed the Personnel Action Form authorizing the promotion of Matthew Walker from an Income Maintenance Worker 3 to an Eligibility/Referral Supervisor (replacing Terri Brunswick), effective June 30, 2008 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.
9. The Board of Commissioners approved the May 23, 2008 request from the Neighborhood Development Services (NDS) to use \$30,000 from the Portage County CDBG RLF to enable the continuation of the Homebuyer Education and Financial Fitness Program.
10. The Board of Commissioners authorized Commissioners' Clerk Deborah Mazanec to work a flexible schedule beginning at 7:00 AM and ending a 3:30 PM, effective immediately and ending in mid-July 2008.
11. On February 12, 2008, the Board of Commissioners adopted Resolution 08-0145 agreeing to enter into a real estate lease agreement with Home Savings Bank for county owned property located at 100 East Main Street in Ravenna, Ohio 44266. On June 3, 2008, Commissioner Smeiles noted that there is an issue with asbestos at the renovation site and advised the Board of Commissioners that the bank agreed to remove the asbestos in the upstairs area at a cost of about \$5,000, which will be included in a rent reduction.

Today, the Board of Commissioners approved the removal and disposal of the plaster ceiling systems on the first floor and 20 SF of floor tile and mastic on the first floor in the amount of \$4,565, as presented by GCS Industrial Services, Ltd of Brimfield Township.

Commissioner Frederick absent, 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 **June 10, 2008**. There being no further business to come before the Board, it was moved by Charles W. Keiper II, seconded by Christopher Smeiles to adjourn the official meeting at 3:15 PM. Commissioner Frederick, absent, motion carries.

Christopher Smeiles, President

Charles W. Keiper II, Vice President

Maureen T. Frederick, Board Member

Deborah Mazanec, Clerk

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