

Tuesday, August 5, 2008

The Board of County Commissioners met in regular session on **Tuesday, August 5, 2008 at 9:30 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 July 31, 2008 meeting. All in favor, motion carries

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Also attending throughout the day: Mike Sever, Record-Courier; Residents Dawn Pechman and George Mazzaro

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Mr. Mazzaro and Ms. Pechman attending today during the Public Comment Period to request that the Board of Commissioners release the financial records that they have requested from the Portage County Bicentennial Committee. Attorney Denise Smith, attending for her meeting with the Board of Commissioners, responded that the Executive Assistant has released the only information that is a public record and will not release the checks, since the checks and deposit slips are not public records.

Mr. Mazzaro replied that he believes that Denise Smith is wrong. The printout that they received was a ledger and was not complete. He asked "What does the Board of Commissioners and the Prosecutor have to hide" and stated that he can go to court and ask for a mandamus action for the release of the records he has requested. Denial of the release of these records is wrong. If he does not receive the requested documents by Friday, August 8, 2008, he will proceed to court.

Commissioner Smeiles responded that the Ohio Revised Code (ORC) allows the Commissioners to have a committee and expend a set amount of money. Denise Smith noted that the ORC allows the expenditure of \$20,000 but does not authorize the creation of a committee. She added that the creation of that committee was accomplished by the public and not the Board of Commissioners. The Board's contract with Mark Cheplowitz is a public document since the Board of Commissioners entered into an agreement with him. The records of the Bicentennial Committee are not public records, according to Attorney Smith.

Mr. Mazzaro disagreed, stating that the Bicentennial Committee is a public body and all records should be released. Mr. Mazzaro stated that Attorney Smith is unable to tell him differently.

Commissioner Smeiles replied that the Bicentennial Committee is beyond the scope of the Commissioners' authority, according to counsel. Mr. Mazzaro noted that the Ohio Supreme Court has ruled that once any portion of the records of a public body are released, all records become public. He asked again that the Bicentennial Commission documents be released by Friday, August 8, 2008.

Commissioner Smeiles noted that the Board of Commissioners has asked the Prosecutor to review this request. Attorney Smith asked if they have a list of the committee members and wondered if they asked Committee Chairman Mark Cheplowitz and/or any committee members for the information they want? Mr. Mazzaro responded that it is better to go to the staff person that the county has appointed. Mr. Mazzaro asked if the Board of Commissioners is denying the request. The Board of Commissioners responded that Attorney Denise

Smith has advised the Board on this issue. Attorney Denise Smith added that there is nothing to deny since these documents are not a public record. Denise Smith stated that neither the Board of Commissioners nor Attorney Smith is denying this request since these documents are not public.

Dawn Pechman added that the public has the right to review the public records of this Committee. The Committee was formed by asking for an appointment from each township, village and city. She noted that Mantua Township never discussed the Committee during their public meetings. Why are the Committee minutes posted on the county website if this body is not public?

Mr. Mazzaro responded that they will see the Board of Commissioners in court.

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PROSECUTOR, COUNTY ENGINEER

Present: Mickey Marozzi, Denise Smith, Harold Huff

The group attending to discuss the possibility of using Portage County companies that may not be the lowest bid.

The County Engineer noted that the Board may establish a State of Ohio preference but not a Portage County preference in the bid process. For example, an in county company has asked for a preference in the past, which was not granted.

Commissioner Smeiles noted that in the recent past, Sherwin Williams in Ravenna has supplied the highway paint as the low bidder. A Texas company came in pennies cheaper and was awarded the bid, which was a loss to the Portage County economy. It was noted that Sherwin Williams is a local vendor, but where is the paint made?

Attorney Smith noted that the bid process does not allow the second lowest bid to match the low bid.

Commissioner Smeiles asked how lowest and best comes into play? Denise Smith responded that there must be some objective information such as experience levels, response time reported by other entities, etc. that would allow the lowest bid not to be accepted.

The Board of Commissioners agreed that Denise Smith should work with JoAnn Townend to investigate the model policy directed by ORC 125.11 to allow the County to adopt a system of preferences to purchase in Ohio.

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WATER RESOURCES

Present: Harold Huff

1. RESOLUTION - Clarification of trunk sewer credits issued under Resolution 06-0572 for Pride One and Wojno Development, LLC (Developers)./08-707
2. RESOLUTION - Accept bids and award contract in the Portage County Regional Sewer District, Project NO. SH-W 906-290), Cleveland to Aurora Water Line, Phase 1./08-7083.

3. SIGNATURES - Portage County Regional Sewer District Sewer Maintenance Assessments Mogadore Sewer District No. 8./Journal Entry
4. SIGNATURES - Approval to install new man door and blower in blower building at Bolingbrook WWTP./Journal Entry

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DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: Audrey Tillis, Mickey Marozzi, Denise Smith, Harold Huff

Discussion of the Portage County Storm Water Management Program

The Board of Commissioners adopted Resolution 08-0712, which authorizes the hire of County Engineer Mickey Marozzi to assist Portage County in the performance of duties pertaining to the Portage County storm water utility. Denise Smith to work with Mickey Marozzi to create the necessary agreement.

Audrey Tillis advised that once the General Fund earmarks funds to allow the hire of the County Engineer, MS Consultants can be hired to move the program forward, creating the district and then creating the fund. The earmarked funds can be repaid to the General Fund once revenues begin to flow. Attorney Smith noted that the earmarked funds can also be repaid to the General Fund upon appeal to the court system.

The Department of Budget & Finance to work with the Prosecutor to create the resolution to earmark funds for the Storm Water Management Program ASAP.

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DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: Audrey Tillis

Resolutions

1. Cash Advance from Fund 5400, PCW General Administration to Fund 5507, PCW Cleveland to Aurora/08-709
2. Cash Advance Repayment from Fund 5309, PCS Franklin Hills Pump Station to Fund 5200 PCS General Administration/08-710
3. Transfer from Fund 0001, General Fund to Fund 1480, Violence Against Women Grant/08-711

Other

4. Discussion Items:
 - a. Audrey Tillis reported that the Board of Elections has voted to increase Poll Worker compensation from \$95 to \$125/day in accordance with the Ohio Secretary of State's Directive 2008-51, which increased the per hour wage from \$5.85/hour to \$6.55/hour - presiding Judges get an extra \$5.00. Poll worker training has also increased from \$10 to \$20.

Updates

5. Audrey Tillis noted that the Maintenance Department pays utilities for the Law Library and will continue to do so once the Prosecutor moves into the newly renovated area, since the meters cannot be separated according to JoAnn Townend.

6. The Director presented the Contingency Tracker as of 7/29/08
7. Compensation Report by Payroll Location

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PROSECUTOR

Present: Denise Smith

Prosecutor's Correspondence

1. July 29, 2008 correspondence from Denise Smith to Jon Barber, Security, including a check for payment in full for the Haz Mat Cost Recovery incident on May 12, 2008 as presented by Wheeling and Lake Erie Railway/Information only
2. Board of Commissioners' authorization requested the Human Resources Department to pay the June 20 2008 Invoice No. 136310 for \$106.64 from Mazanec, Raskin, Ryder & Keller Co., LPA, for professional services rendered in the case of Isis Wilson vs. Portage County, as presented by the Portage County Prosecutor's Office./Journal Entry

10:35 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Maureen T. Frederick**, seconded by **Charles W. Keiper II** that the Board of Commissioners move into executive session to consider the possible discipline of a Commissioners' employee. **Also present: Attorney Denise Smith.** Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

10:45 AM Upon conclusion of the above referenced discussion, it was moved by **Maureen T. Frederick** , seconded by **Charles W. Keiper II** that the Board of Commissioners moves out of executive session. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

After exiting Executive Session, the Board of Commissioners took no action.

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DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT - WORK SESSION

Present: Audrey Tillis, Mike Sudsina, Bob Melville, Chanel Mason

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RESOLUTION No. 08-0702 - 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 August 5, 2008 in the total payment amount of **\$266,122.20 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. 08-0703 - 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:

08/04/08	86	\$ 83.43
08/04/08	84	10,564.59
08/04/08	59	12,206.11
Total		\$ 22,854.13

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. 08-0704 - 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 **\$16,869.64** as set forth in Exhibit "A" dated **August 5, 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. 08-0705 - RE: AUTHORIZE THE APPLICATION FOR THE SUBSIDY PLAN FOR THE STATE OF OHIO DEPARTMENT OF YOUTH SERVICES GRANT (RECLAIM OHIO) ON BEHALF OF THE PORTAGE COUNTY JUVENILE COURT.

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

WHEREAS, this program has been established in Portage County to provide such services such as:

- To provide training for staff who need to be aware of the issues facing youth and how those issues impact behavior

WHEREAS, it is the recommendation of the Portage County Engineer that the proposal of John Wackerly, P.E. be accepted to perform said bridge inspections; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby accept the proposal of John Wackerly, P.E., 288 West Hull Drive, Delaware, Ohio, to perform bridge inspections on the County's 172 bridges at a cost of \$65.00 per bridge, and be it further

RESOLVED, that a purchase order will be created in the amount of \$11,180.00 to cover the cost of said inspections (\$65.00 per bridge X 172 bridges); and be it further

RESOLVED, that the Portage County 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. 08-0707 - RE: CLARIFICATION OF TRUNK SEWER CREDITS ISSUED UNDER RESOLUTION 06-0572 FOR PRIDE ONE AND WOJNO DEVELOPMENT, LLC (DEVELOPERS).

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

WHEREAS, Under resolution 06-0752 the Board of Portage County Commissioners agreed to allow trunk credits to Pride One and Wojno Development totaling \$47,634.20; and

WHEREAS, The trunk credit listed was shown only for the 2006 year rate; and

WHEREAS, This resolution should have stated that the trunk credit will be at the rate in effect at the time the permit is applied for and such credits shall not exceed the Developer's additional expense of \$47,634.20; now therefore be it

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

Section 1. That trunk tap-in fee credits shall be granted at the rate in effect at the time of application for sewer.

Section 2. Plant tap-in fee and permit must be paid at the rate in effect per the conditions of such resolution.

Section 3. 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 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 was as follows:

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

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RESOLUTION No. 08-0708 - RE: ACCEPT BIDS AND AWARD CONTRACT IN THE PORTAGE COUNTY REGIONAL SEWER DISTRICT, PROJECT NO. SH-W (06-290), CLEVELAND TO AURORA WATER LINE, PHASE 1.

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

WHEREAS, this Board by Resolution No. 08-0507, adopted June 5, 2008, set the date and time for acceptance of bids for Project No. SH-W (06-290), Cleveland to Aurora Water Line, Phase 1, hereinafter referred to as the PROJECT; and

WHEREAS, the notice of accepting bids was advertised in the Record Courier Newspaper on June 16 and June 23, 2008; and

WHEREAS, thirteen potential bidders received plans and specifications for the PROJECT; and

WHEREAS, this Board received six sealed bids for the PROJECT on July 9, 2008, as named below; and

\$ 1,362,566.10	Fabrizi Trucking & Paving Company
\$ 1,381,308.60	Fechko Excavating
\$ 1,482,292.35	Snavelly Excavating
\$ 1,566,493.95	DDD Enterprises
\$ 1,568,773.50	Northeast Ohio Trenching Service, Inc.
\$ 1,660,126.85	Mr. Excavator, Inc.

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

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

Section 1. That this Board hereby award the PROJECT to the responsive bid of Fabrizi Trucking & Paving Company, 389 Columbia Road, Valley City, Ohio 44280, in the bid amount of \$1,362,566.10.

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

Section 3. That the funds to cover the cost of the Project are budgeted in the "Cleveland to Aurora Water Line, Phase 1, Fund 5507 Org 55070606 Object 685000 06290.

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

Section 5. It is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board and that all deliberations of this Board and of any of its committees on or after November 28, 1975, that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Voice vote as follows:

Christopher Smeiles, Yea;

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 08-0709

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RE:

**CASH ADVANCE - FROM FUND 5400, PCW
GENERAL ADMINISTRATION TO FUND 5507,
PCW CLEVELAND TO AURORA**

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

WHEREAS, the Cleveland to Aurora Water Line, Phase 1 Construction Project is estimated to cost \$ 1,743,507.00, and

WHEREAS, interim financing is needed to commence construction on the Cleveland to Aurora Water Line, Phase 1 Construction Project until permanent financing is received; now therefore be it

RESOLVED, that the following cash advance be authorized in the amount of \$ 1,498,823.00:

FROM:

FUND 5400, PCW GENERAL ADMINISTRATION,

ORGCODE – 540040W9

Project: 06290

Debit Expense Account
Object 920000 Advances Out \$ 1,498,823.00

TO:
FUND 5507, PCW CLEVELAND TO AURORA
ORGCODE - 55070602
Project: 06290
Credit Revenue Account
Revenue Source 290000 Advances In \$ 1,498,823.00

and be it further

RESOLVED, that the cash advance will be repaid when permanent financing is obtained, and be it further

RESOLVED, that the County Auditor is hereby requested to make said cash advance by Journal Entry, and 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.

Roll call vote as follows:

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

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RESOLUTION No. 08-0710 - RE: CASH ADVANCE REPAYMENT - FROM FUND 5309, PCS FRANKLIN HILLS PUMP STATION TO FUND 5200 PCS GENERAL ADMINISTRATION

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

WHEREAS, according to Resolution No.07-0474, adopted May 15, 2007, a cash advance was approved in the amount of \$ 156,027.45 from Fund 5200, PCS General Administration to Fund 5309, PCS Franklin Hills Pump Station, until grant funds were received from the Ohio Public Works Commission, and

WHEREAS, grant funds have been received from the Ohio Public Works Commission; now therefore be it

RESOLVED, that the following cash advance repayment be made in the amount of \$ 156,027.45:

FROM:

FUND 5309, PCS FRANKLIN HILLS PUMP STATION

ORGCODE – 53090609

Project No. 05190

Debit Expense Account

Object: 921000 Advance Out - Returns \$ 156,027.45

TO:

FUND 5200, PCS GENERAL ADMINISTRATION,

ORGCODE – 520040F2

Project No. 05190

Credit Revenue Account

Revenue Source: 291000 – Advance In – Repayment \$ 156,027.45

and be it further

RESOLVED, that the County Auditor is hereby requested to make said cash advance repayment by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, the Department of Budget and Financial Management and the Water Resource 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.

Roll call vote was as follows:

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

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RESOLUTION No. 08-0711 - RE: TRANSFER FROM FUND 0001 GENERAL FUND TO FUND 1480, VIOLENCE AGAINST WOMEN GRANT

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

WHEREAS, the Portage County Board of Commissioners approved an operating transfer from the General Fund to Fund 1480, Violence Against Women in appropriation Resolution No. 07-1208, adopted on December 18, 2007, and

WHEREAS, the transfer is to fund compensation for General Fund employees that are supported by the grant and is consistent with prior years; now therefore be it

RESOLVED, that the following transfer of funds be made in the amount of \$24,586.84:

FROM:
FUND 0001, COUNTY GENERAL FUND
 ORGCODE- 0010009
 Debit Expense Account
 Object 910000- TRANSFER OUT

\$ 24,586.84

TO:
FUND 1480, VIOLENCE AGAINST WOMEN GRANT
 ORGCODE- 14803002
 Revenue Account
 Object 280000 - TRANSFER IN
 Project 7A588 VIOLENCE AGAINST WOMEN ACT TITLE IV

\$ 1,327.85

TO:
FUND 1480, VIOLENCE AGAINST WOMEN GRANT
 ORGCODE- 14803002
 Revenue Account
 Object 280000 - TRANSFER IN
 Project 8A588 VIOLENCE AGAINST WOMEN ACT TITLE IV

\$ 23,258.99

and be it further

RESOLVED, that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, the Department of Budget and Financial Management and the County Prosecutors Office, 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. 08-0712 - RE: RESOLUTION TO APPOINT THE PORTAGE COUNTY ENGINEER TO ASSIST PORTAGE COUNTY IN THE PERFORMANCE OF DUTIES PERTAINING TO THE PORTAGE COUNTY STORM WATER DRAINAGE UTILITY IN ACCORDANCE WITH THE APPROPRIATE SECTION OF THE OHIO REVISED CODE AND ENTER INTO AN AGREEMENT.

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

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INVITATIONS/MEETING NOTICES

August 5, 2008

1. Invitation from 4-H/FAA Youth of Portage County for the Junior Livestock Sale on Saturday, August 23, 2008, 9:30 AM.
2. Invitation from Ed and Fran Bittle for The American Cancer Society's 2008 Akron/Canton Cattle Baron's Ball on Saturday, September 6, 2008, Quaker Square Station, Akron, 5:00 pm.
3. Invitation from Portage County Board of MR/DD for a visit with Director John Martin, Ohio Department of MR/DD on Wednesday, August 20, 2008, 4:00 PM, Happy Day School.

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INCOMING CORRESPONDENCE

DISCUSSION

August 5, 2008

1. On July 10, 2008, the Board of Commissioners adopted Resolution No. 08-644 creating the position of field engineer/surveyor within the Portage County Department of Building Regulations and agreeing to require the submission of a professionally prepared and sealed topographic site plan.

On July 31, 2008, the Board of Commissioners rescinded Resolution No. 08-0644 (Resolution No. 08-699 rescinds) noting that there is a public hearing requirement to be met before any change can be made to the Portage County Building Department Regulations. Those public hearings have been scheduled on September 4, 2008 and September 11, 2008.

Today, the Board of Commissioners confirms their intent to create the position of Field Engineer/Surveyor within the Department of Building Regulations in order to provide the inclusion of a professionally prepared and sealed topographic site plan review service. The CBO is directed to work with the Human Resources Department to create the necessary job description for the Field Engineer/Surveyor position/Journal Entry

2. July 29, 2008 e-mail from Rebecca Ritterbeck, Auditor's office, regarding donated fixed assets/Clerk responded
3. July 29, 2008 correspondence from Sharon Felkey, CTL Engineering Inc., regarding Verizon Wireless and a proposed monopole communications tower/Forward to Water Resources Department to determine if this tower will have any effect on area pump stations.
4. July 31, 2008 correspondence from Daniel Peterson, Ravenna City Fire Department to Tim Miller, County Maintenance Department, regarding Riddle Block 1. (Forwarded to Building Department)/Forward to JoAnn Townend to get to the project architect.
5. August 1, 2008 memo from Charlene Badger, Executive Assistant, regarding a public water cooler for the 1st floor lobby/Clerk to bring back pricing for the purchase of water.

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JOURNAL ENTRIES

August 5, 2008

1. July 30, 2008 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimate Resources for the fiscal year beginning January 1, 2008 as presented by the Portage County Auditor’s Office.
2. The Board of Commissioners received the July 31, 2008 correspondence from the Portage County Sheriff’s Office including the Monthly Record of Proceedings and Transactions for July 2008, in accordance with Ohio Revised Code Section 325.07.
3. In accordance with Section 5901.27, the Board of Commissioners authorizes cremation and burial expenses for the indigent burial for honorably discharged veteran of the US Army Perry Miller Sr. through Adams-Mason Funeral Home, 791 E. Market St., Akron. (cc: Department of Budget and Financial Management).
4. Board of Commissioners’ authorization requested to renew the Gateway News subscription for \$ 21.00 which is due to expire August 21, 2008.
5. Board of Commissioners’ authorization requested to allow the electronic filing of the mid-year performance report to the Ohio Office of Criminal Justice Services Violence Against Women Act (VAWA) Program, Subgrant No. 2007-WF-VA8-8222 for the Domestic Violence Intervention Project on behalf of the Portage County Prosecutor’s Office for the grant period of January 2008-June 2008 as requested by Carole Beaty, Family & Community Services.

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INFORMATION ONLY

August 5, 2008

1. The Board of Commissioners received the Ohio Justice Alliance for Community Corrections newsletter for Summer 2008.
2. The Board of Commissioners received the Garrettsville Area Chamber of Commerce newsletter for August 2008.
3. July 30, 2008 correspondence from Janet Bresky, Portage County Veterans Service Office, including signed statements for the 2008 Memorial Day expenses.
4. The Board of Commissioners received the Health Tribune newsletter as presented by the Portage County Combined General Health District.
5. The Board of Commissioners received the August 1, 2008 Traffic Advisory as presented by Ohio Department of Transportation.

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JOURNAL ENTRY I

August 5, 2008

Volume 68, Page

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

The Board of Commissioners accepted the recommendation of Portage County Water Resources Department Director Harold Huff and authorized the hire of Workman Industrial Services to install a new man door and blower in the Blower Building at the Bolingbrook Waste Water Treatment Plant at a cost not to exceed \$23,225.00, as presented by the Portage County Water Resources Department. Funds are available in the 2008 Portage County Water Resources Operations and Maintenance Budget.

Commissioner Smeiles abstaining in this third party transaction, motion carries.

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JOURNAL ENTRY II

August 5, 2008

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

1. The Board of Commissioners acknowledged the receipt of the July 30, 2008 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimate Resources for the fiscal year beginning January 1, 2008, as presented by the Portage County Auditor.
2. The Board of Commissioners acknowledged the receipt of the July 31, 2008 correspondence from the Portage County Sheriff including the Monthly Record of Proceedings and Transactions for July 2008, in accordance with Ohio Revised Code Section 325.07.
3. In accordance with Ohio Revised Code Section 5901.27, the Board of Commissioners notes that the Portage County Veterans Service Commission will pay cremation and burial expenses for the indigent burial for an honorably discharged veteran of the U.S. Army (Perry Miller Sr.). The itemized statement from the Adams-Mason Funeral Home, 791 E. Market St., Akron will be presented to the Portage County Auditor for payment.
4. The Board of Commissioners authorized the renewal of their subscription to the Gateway News for \$21.00 per year beginning August 21, 2008.
5. The Board of Commissioners authorized the electronic filing of the mid-year performance report to the Ohio Office of Criminal Justice Services Violence Against Women Act (VAWA) Program, Subgrant No. 2007-WF-VA8-8222 for the Domestic Violence Intervention Project on behalf of the Portage County Prosecutor's Office for the grant period of January 2008-June 2008, as presented by Carole Beaty, Family & Community Services.
6. The Board of Commissioners approved the recommendation that the sewer maintenance rate for the Portage County Regional Sewer District Sewer Maintenance Assessments for Mogadore Sewer District No. 8 be confirmed and levied in accordance with the following schedule:

Mogadore Sewer District No. 8 \$ 0.40 per foot with a \$ 40.00 minimum assessment for each parcel connecting to the sewer system (no change in rate) as provided for by Resolution No. 92-16.

The Board of Commissioners further certified the rates as indicated in the Portage County Water Resources Department listing to the Portage County Auditor for collection by the Portage County Treasurer.

7. The Board of Commissioners authorized the Portage County Human Resources Department to pay the June 20, 2008 Invoice No. 136310 for \$106.64 from Mazanec, Raskin, Ryder & Keller Co., LPA, for professional services rendered in the case of Isis Wilson vs. Portage County, as presented by the Portage County Prosecutor's Office.
8. The Board of Commissioners signed the Personnel Action Form authorizing the full time permanent hire of Pamela Rooth as a Registered Nurse for Child Health Services (replacing Sharon Waesch) for the Portage County Department of Job & Family Services, as presented by the Human Resources Department 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.
9. The Board of Commissioners signed the July 30, 2008 request for 3% pay increases for selected Child Health Services and Help Me Grow staff effective July 1, 2008 as follows. The Board of Commissioners noted that these grant based employees did not receive any increase with the latest wage adjustment.

Child Health Employee (Fund 1362/1364)	Current Hourly Rate	Proposed Hourly Rate
Mahaskin Askia	\$ 12.10	\$ 12.46
Jennifer Biltz	\$ 13.52	\$ 13.93

Help Me Grow Employees (Fund 1412)	Current Hourly Rate	Proposed Hourly Rate
Sue Cimino	\$ 17.51	\$ 18.04
Angela Currey	\$ 16.66	\$ 17.16
Judith Harper	\$ 12.81	\$ 13.19
Kathy Lennon	\$ 23.56	\$ 24.27
Cheri Michael	\$ 11.00	\$ 11.33
Virginia Fehrmann	\$ 22.26	\$ 22.93

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JOURNAL ENTRY III

August 5, 2008

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

On July 10, 2008, the Board of Commissioners adopted Resolution No. 08-644 creating the position of field engineer/surveyor within the Portage County Department of Building Regulations and agreeing to require the submission of a professionally prepared and sealed topographic site plan.

On July 31, 2008, the Board of Commissioners rescinded Resolution No. 08-0644 (Resolution No. 08-699 rescinds) noting that there is a public hearing requirement to be met before any change can be made to the Portage County Building Department Regulations. Those public hearings have been scheduled on September 4, 2008 and September 11, 2008.

Today, the Board of Commissioners confirms their intent to create the position of Field Engineer/Surveyor within the Department of Building Regulations in order to provide the inclusion of a professionally prepared

and sealed topographic site plan review service. The CBO is directed to work with the Human Resources Department to create the necessary job description for the Field Engineer/Surveyor position.

Commissioner Smeiles voting no, 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 **August 5, 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 11:10 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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