

**Tuesday, October 14, 2008**

The Board of County Commissioners met in regular session on **Tuesday, October 14, 2008 at 9:30 AM** with the following members present:

Christopher Smeiles

Charles W. Keiper II

Maureen T. Frederick

\*

\*

\*

\*

\*

It was moved by Maureen T. Frederick, seconded by Charles W. Keiper II to approve the meeting minutes of the October 9, 2008 meeting. All in favor, motion carries

\*

\*

\*

\*

\*

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

\*

\*

\*

\*

\*

**PROSECUTOR - Cancelled**

\*

\*

\*

\*

\*

**DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT**

Present: Audrey Tillis

Resolutions

1. General Fund Amendments to the Annual Appropriation Resolution:/08-1028
  - a. Commissioners Other, Supplemental – BOC Appr JE 02/12/08 #7, BOC Appr. 10/7/08 JE #12
  - b. Clerk of Courts, Transfer – Projected Need
  - c. Municipal Court, Supplemental – BOC Appr 02/12/08 #7, BOC Appr. 10/7/08 JE #12
  - d. Sheriff's Department, Transfer – Transfer money within compensation & negative objects
  
2. Other Funds Amendments to the Annual Appropriation Resolution:/08-1029
  - a. Fund 1002, Enterprise Zone Program – Supplemental and Transfer, Additional EZ Fees Collected, and Projected Need
  - b. Fund 1008, Computerization Clerk Comm Pls – Transfer, Replacing the Microfilm Reader
  - c. Fund 1340, MRDD General Administration – Transfer, Budget Modification
  - d. Fund 4005, Local Public Agency (Replacement) – Supplemental, Cover expenses for Tallmadge Bridge
  - e. Fund 4008, Wireless 911 Upgrades – Transfer, Appropriation to Pay Invoices
  - f. Fund 4209, Tallmadge Rd Bridge Replacement – Supplemental, Need to Process Federal Funds
  - g. Fund 5200, PCS General Administration – Transfer, To Move Budget to Where Needed
  - h. Fund 5312, PCS State Route 44 Vacuum – Supplemental, Adjust to Actual
  - i. Fund 5400, PCW General Administration – Transfer, To Move Budget to Where Needed

- j. Fund 5600, Sts General Administration – Transfer, To Move Budget to Where Needed

Other

3. Discussion Memos:

- a. Clerk of Courts – Vehicle Repairs/Journal Entry
- b. Clerk of Courts – Internal Transfer
- c. Sheriff – Internal Transfer
- d. Medical Clinic Funding Request

\* \* \* \* \*

**INTERNAL SERVICES DIRECTOR**

Present: JoAnn Townend

JoAnn Townend attending today to discuss Change Order #3 for additional costs of providing the water line for the fire suppression system, required by the City of Ravenna. The Board of Commissioners agreed that this issue should have been addressed a year ago not at this point in the end of the project. JoAnn Townend advised that the county must pay the entire amount for this change order; it cannot be shared by Family & Community Services. She noted that the Senior Center cannot open without the installation of the water line.

The Board of Commissioners agreed to meet with Mark Frisone and Architect Rick Hawksley on October 16<sup>th</sup> to discuss how to proceed with this issue.

\* \* \* \* \*

**REGIONAL PLANNING COMMISSION**

Present: Lynne Erickson, Jack Groselle

**1. Participation in the Farmland Preservation Advisory Board**

Lynne Erickson reported that the Board of Commissioners adopted Resolution 01-945 agreeing to a Joint Agreement between the Board of Commissioners, the Regional Planning Commission and the Ohio State University Extension of Portage County to facilitate farmland preservation. Steve Hudkins served as the Ag Agent for the Extension Office until he was replaced by Kevin O'Reilly. Mr. O'Reilly left in 2005 and he was not replaced.

Director Erickson advised that the Regional Planning Commission has spent an average of \$22,000 per year on this program since 2001. The Commissioners have used Technical Assistance Hours and this year paid \$2,100 to the Regional Planning Commission for this Board support. The goal of this Plan is to preserve farmland. Ms. Erickson noted that the Regional Planning Commission has made progress even though their resources have been limited.

The Advisory Board is under the umbrella and oversight of the Board of Commissioners. Should this Board remain as such, continue as a citizen's board or move in another direction? What is the Regional Planning Commission role with this Board?

Commissioner Smeiles responded that the Regional Planning Commission has done a good job and made great effort. As the county goes into lean times, the Board must prioritize their needs. Commissioner Smeiles stated that, going forward into 2009, the Board of Commissioners must determine how to use the County Technical Assistance (TA) hours. What would be the minimum effort

to maintain the progress made? Lynne Erickson responded that the Regional Planning Commission could process the top two applications and not the 10 that the Regional Planning Commission did this year. Commissioner Smeiles noted that the applications on hand now could be used with a minimal amount of work. The \$10,000 would be sufficient in that case.

Lynne Erickson noted that County's 75 TA equals about \$3800. That could be used depending on how active the Board of Commissioners wants the Farmland Preservation Advisory Board to be. The current Farmland Plan needs to be updated before the Spring 2009 when the next applications are due, since it was last revised in 2001.

Director Erickson reviewed the members of the Farmland Preservation Advisory Board noting that there are several vacancies. There are no term limits and no bylaws established. She suggested that the Board be more involved as volunteers in the educational components. Perhaps the number of members could be reduced to allow a quorum to be achieved.

### **Agricultural Easement Purchase Program**

The 2008 result are in with the Andrew Luckay farm in Hiram Township selected as the #4 in the NE Quadrant. Mr. Luckay has accepted the offer by the DA so the easement purchase will proceed on course. The Director told the Board of Commissioners of the other Portage County ranking applicants. According to application rules, each applicant and county caps out at \$500,000. Based on that, as well as the applicant scores, Portage County should have had four farms totally funded and a reduced offer made to the Rodenbuchers. Because the Farmland Advisory Board decided after the applications were submitted to fund only one application per county in the 2008 round, only the Luckay farm will be funded. The Director added that the State Farmland Preservation Advisory Board funded farms that scored lower than most of the Portage County farms. When asked if they would come back to the top of the list to make another offer, the Ohio Department of Agriculture responded no. The Wayne County Planning Department has put together a lists of concerns about the legality of this decision to fund one farm per county, ignoring the scores, and believes that this decision calls into question the intent of the program and may be in violation of the Ohio Administrative Code (OAC), Sections 901-2-05 (A), (B), (D)(1), and (E)(1) and (2).

The Portage County Regional Planning Commission questions the legality of:

1. "The State Farmland Preservation Advisory Board making the decision to fund only one farm per county after the application deadline. The OAC is very clear in stating that the criteria must be set before the application deadline.
2. The Farmland Preservation Advisory Board submitted applications to the tier two evaluations without the highest ranking tier one evaluation. The OAC is very clear that only the highest ranking applications shall move on to the tier two evaluations.
3. The Farmland Preservation Advisory Board limiting the number of funded farms per county and the dollar amount per county. The OAC reads that the number of application properties could be limited or the dollar amount could be limited. The OAC does not limit the number of farms funded per county. Even if the OAC did allow this, it is apparent that the Farmland Preservation Advisory Board does not have authority to limit both in the same funding round."

The Board of Commissioners agreed to send a letter to the state protesting these funding decisions and to forward the letter to the Prosecutor to request an Attorney General opinion. Director Erickson will draft a letter for Board of Commissioners review.

## **2. 2008 CDBG Formula Grant**

Lynne Erickson noted that the total CDBG grant dollars continue to decline; the next round from \$470,000 to \$380,000 with the Administration remaining at 15%. The Administration takes the same amount of time even though the grant dollars have declined. In future years, if the Board of Commissioners could reduce the number of activities selected it would be helpful. The Director noted that construction projects require an enormous amount of work. The Director presented a charted listing of the Estimated Project Administration Costs under alternative scenarios.

Director Erickson stated that the Regional Planning Commission cannot do the admin function for less than \$57,700 unless the project expenses come directly from the project funds, which will be done this year. Perhaps the Internal Services Department could do some of the work, for example, Regional Planning Commission could create documents and have Internal Services make the copies. Eileen Stiffler plans to retire in 2008 and the Regional Planning Commission is working on a transitional plan. The Regional Planning Commission does not plan to fill that position. Lisa Reeves already does a great amount of work for Eileen Stiffler and will be sent to school to learn portions of that job. The admin total for 2009 is \$77,100, which is 20% of the grant. Lynne Erickson suggested that the Board of Commissioners consider funding the additional 5%, with Regional Planning Commission taking the 15% Admin fee plus a commitment from the county of 5%.

Commissioner Smeiles asked if the additional costs (those that exceed the original costs) associated with a project can be passed onto the client. Why shouldn't the beneficiary have to absorb some of the cost? Commissioner Keiper responded that he does not believe that would be allowable, even if the charge is allowable.

The Director noted that the most important ways to reduce costs in the future would be for the Board of Commissioners to limit the number of projects awarded and to limit the number of construction projects awarded. Commissioner Keiper noted that, should the Board of Commissioners agree to move in this direction, it would be a major departure from the way awards have been made in the past. Director Erickson added that the design and engineering phase show that many awarded projects are not realistic, forcing the Board of Commissioners to extend contracts. Commissioner Frederick added that most applicants come to the Board of Commissioners with no money set aside for the project for which they are applying. Jack Groselle stated that the construction project may be worthwhile should the finished project bring in new jobs or taxes.

Commissioner Keiper noted that the Board of Commissioners has seen the Regional Planning Commission budget for 2009. The only alternative is to close the Regional Planning Commission or change their role substantially. Either the county will be in the Regional Planning business or it will not be in the business. Commissioner Smeiles responded that the county does contribute dues in the amount of \$100,000. Should he have to make a decision today, he would say no to Farmland Preservation and to the additional 5% requested for Admin Fees. Commissioner Keiper noted that this will be a mid-December decision for this board, which the Regional Planning Commission cannot wait for. Commissioner Smeiles suggested that perhaps the Director's position should not be filled, which would save funds. Mr. Groselle stated that other Regional Planning Commission Board Presidents were surprised that none of the current staff members applied for the Director's position. Lynne Erickson noted that she does part of the planning work and some admin work, which will have to continue.

The Board of Commissioners agreed that they would get back to Director Erickson once they have their budget deliberations within the next week or two or at least before the next Executive Committee meeting scheduled for November 12, 2008.

The Board agreed that the Regional Planning Commission should submit the Admin Contract with the 15% noted, with the Board of Commissioners agreeing to amend the contract should they agree to contribute an additional 5%.

### **3. Community Reinvestment Areas (Pre 1994)**

Lynne Erickson noted that she is currently serving as the Housing Officer for the CREs.

Director Erickson asked if the five Reinvestment Areas should be continued. If so, the Board of Commissioners would need to appoint a new Housing Officer, effective January 1, 2009.

Does the Board of Commissioners want the Brimfield CRAs to continue? The Board of Commissioners agreed that Lynne Erickson should ask for a Legal Opinion on the process to eliminate these five CRAs.

### **4. Building Issues**

The Director noted that the State Auditor is requiring an agreement detailing the repayment to the county for their building. The Director noted that the Regional Planning Commission decided to purchase the building because the cost to rent at the time was \$35,000/year.

Lynne Erickson has not heard back from legal counsel regarding the flat roof replacement project. The Prosecutor's Office has given the contractor a date to complete the repairs to the project, since he has refused to fix the roof. Commissioner Smeiles asked if he does not respond by the date set by the Prosecutor, is there a contractor in place to make the fix? Lynne Erickson responded yes.

5. Director Erickson asked that the Board of Commissioner think about the Regional Planning Commission's Priorities for Planning in 2009. Commissioner Smeiles suggested that the Regional Planning Commission continue to think about downsizing. Director Erickson asked if economic development or a comprehensive countywide plan are important, those should be in the priority listing.

Director Erickson reported that the Regional Planning Commission audit is almost completed, and there will be no findings. The State Auditor is concerned about how the Regional Planning Commission intends to generate additional revenue.

\* \* \* \* \*

### **INTERNAL SERVICES**

Present: JoAnn Townend; Gerald C. Knickerbocker, P.E., Mechanical Engineer, President of Electro-Mech. Engineering

Commissioner Frederick absent

Mr. Knickerbocker is attending to discuss the Senior Center Phase One Change Order #3, which would require the installation of a water line for the fire suppression system at the Family & Community Services Facility on Oakwood Drive in Ravenna. Project Architect Rick Hawksley is not available to attend this meeting but sent an October 10, 2008 correspondence to JoAnn Townend advising that the original bid

documents included tying into an existing 6" water line on Oakwood Street, which was determined to have been abandoned by the City. The project engineers established two options; one to tie into a 12" line in Oakwood Street or to tie into a 6" line that runs parallel to the building and serves buildings on the west side of the property. The less costly option was to tie into the 6" line at \$18,887. The City of Ravenna's Engineer preferred the tie in to the 6" line to avoid the necessary digging in the street.

Engineer Knickerbocker noted that the installation of this line was planned once the city determined that the 6" line on Oakwood Street had been abandoned and that there was a city requirement for fire suppression. The existing 2" line is not adequate for the fire suppression system. Mr. Knickerbocker stated that he has reviewed the (Burton Scot Contractors) contractor's cost breakdown, which he determined is fair and could not be reduced further.

Commissioner Keiper wondered why the Board of Commissioners was not notified of this cost earlier in the project, which is not an issue that the Engineer could respond to.

Commissioner Smeiles stated that F&CS Executive Director Mark Frisone does not believe that the installation of this water line is necessary. Engineer Knickerbocker responded that this installation is necessary to service the sprinkler system in the building. He added that most of the heads are in the basement area with 70% of the heads located in the Senior Center. The Engineer agreed to create a formula for the Board of Commissioners to use to determine a shared cost for this installation with the Family & Community Services.

The Board of Commissioners agreed that JoAnn Townend should get additional proposals for this project Change Order and to discuss this with Mark Frisone and Rick Hawksley.

\* \* \* \* \*

**RESOLUTION No. 08-1025 - 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 October 14, 2008 in the total payment amount of **\$208,867.09 for Funds 0001-8300** 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;

\* \* \* \* \*

**RESOLUTION No. 08-1026 - 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:

10/10/08	670	\$ 409,435.25
10/10/08	669	10,143.53
10/10/08	672	2,277.10
10/10/08	675	2,674.90
10/10/08	676	3,776.70
Total		\$ 428,307.48

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;

\* \* \* \* \*

**RESOLUTION No. 08-1027 - 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



**RESOLUTION No. 08-1028**

**- 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>		
<i>010 Commissioners Other</i>		
00107 Commissioner Other OE	0	10,300
<b>MEMO TOTAL</b>	<u><u>\$ -</u></u>	<u><u>\$ 10,300</u></u>

Note: BOC Appr JE 02/12/08 #7, BOC Appr. 10/7/08 JE #12

---

<i>500 Clerk of Courts</i>		
05004 Clerk Common Pleas Ct CS	0	1,600
05005 Clerk Common Pleas Ct MS	1,600	0
05023 Clerk-Civil/Criminal Fringes	0	6,500
05025 Clerk-Civil/Criminal MS	6,500	0
<b>MEMO TOTAL</b>	<u><u>\$ 8,100</u></u>	<u><u>\$ 8,100</u></u>

Note: Projected Need

---

<i>520 Municipal Court</i>		
0520D Municipal Court Full Time	1,500	0
0520E Municipal Court Part Time	8,800	0
<b>MEMO TOTAL</b>	<u><u>\$ 10,300</u></u>	<u><u>\$ -</u></u>

Note: BOC Appr JE 02/12/08 #7 BOC Appr. 10/7/08 JE #12

---

\* \* \* \* \*

\* \* \* \* \*

\* \* \* \* \*

\* \* \* \* \*

\* \* \* \* \*

		<i>Increase</i>	<i>Decrease</i>
<b>700 Sheriff's Department</b>			
07004	Sheriff-General Admin CS	14,000	4,000
07005	Sheriff-General Admin MS	4,000	0
0700D	Sheriff-General Full Time	0	12,000
0700E	Sheriff-General Part Time	2,000	0
07103	Sheriff-Corrections Fringes	0	12,000
07104	Sheriff-Corrections CS	0	22,000
07105	Sheriff-Corrections MS	20,000	0
0710M	Sheriff-Corrections Overtime	10,000	0
0730M	Sheriff-Road Deputies Overtime	4,000	0
07403	Sheriff-Dispatch Fringes	0	4,000
0740E	Sheriff-Dispatch Part Time	4,000	0
0740M	Sheriff-Dispatch Overtime	0	4,000
<b>MEMO TOTAL</b>		<b><u>\$ 58,000</u></b>	<b><u>\$ 58,000</u></b>

Note: Transfer money within compensation & negative objects

<b>TOTAL MEMO BALANCE ALL AMENDMENTS</b>	<b><u>\$ 76,400</u></b>	<b><u>\$ 76,400</u></b>
--	-------------------------	-------------------------

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;

**RESOLUTION No. 08-1029 - 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: 1002</b>	<b>Enterprise Zone Program</b>		
	<i>080 Economic Development</i>		
10023	Enterprise Zone Fringes	200	700
10024	Enterprise Zone Program CS	100	0
10025	Enterprise Zone Program MS	50	150
1002D	Enterprise Zone Full Time	1,500	0
	<b>MEMO TOTAL</b>	<u><u>\$ 1,850</u></u>	<u><u>\$ 850</u></u>

Note: ADDITIONAL EZ FEES COLLECTED

<b>Fund: 1008</b>	<b>Computerization Clerk Comm Pls</b>		
	<i>500 Clerk of Courts</i>		
10085	Comp-Clerk/Com Pls MS	1,100	0
1008M	Comp-Clerk/Com Pls Overtime	0	1,100
	<b>MEMO TOTAL</b>	<u><u>\$ 1,100</u></u>	<u><u>\$ 1,100</u></u>

Note: Replace the microfilm reader

<b>Fund: 1340</b>	<b>MRDD General Administration</b>		
	<i>905 Mental Ret &amp; Dev Disability Bd</i>		
13404	MRDD General Admin CS	51,000	0
13405	MRDD General Admin MS	49,000	0
13406	MRDD General Admin CO	0	100,000
	<b>MEMO TOTAL</b>	<u><u>\$ 100,000</u></u>	<u><u>\$ 100,000</u></u>

Note: BUDGET MODIFICATION

		<i>Increase</i>	<i>Decrease</i>
		<u>                    </u>	<u>                    </u>
<b>Fund: 4005</b>	<b>Local Public Agency (Replcmnt)</b>		
	<i>800 Engineer's Department</i>		
40054	Local Public Agency Repl CS	57,764	0
	<b>MEMO TOTAL</b>	<u><u>\$ 57,764</u></u>	<u><u>\$ -</u></u>

Note: Cover exp for Tallmadge bridge

<b>Fund: 4008</b>	<b>Wireless 911 Upgrades</b>		
	<i>700 Sheriff's Department</i>		
40084	Wireless 911 Upgrades CS	20,000	0
40086	Wireless 911 Upgrades CO	0	20,000
	<b>MEMO TOTAL</b>	<u><u>\$ 20,000</u></u>	<u><u>\$ 20,000</u></u>

Note: Approp to pay invoices

<b>Fund: 4209</b>	<b>Tallmadge Rd Bridge Replacmt</b>		
	<i>800 Engineer's Department</i>		
42096	Tallmadge Rd Bridge Replacm CO	746,628	0
	<b>MEMO TOTAL</b>	<u><u>\$ 746,628</u></u>	<u><u>\$ -</u></u>

Note: Need to process Federal funds

<b>Fund: 5200</b>	<b>PCS General Administration</b>		
	<i>060 Water Resources</i>		
52004	Portage County Sewer CS	133,200	0
52005	Portage County Sewer MS	8,900	0
52006	Portage County Sewer CO	20,583	0
52009	Portage County Sewer ME	0	162,683
	<b>MEMO TOTAL</b>	<u><u>\$ 162,683</u></u>	<u><u>\$ 162,683</u></u>

Note: To move budget to where needed

	<u>Increase</u>	<u>Decrease</u>
<b>Fund: 5312 PCS State Route 44 Vacuum</b>		
<b>060 Water Resources</b>		
53124 PCS State Route 44 Vacuum CS	0	302
<b>MEMO TOTAL</b>	<u>\$ -</u>	<u>\$ 302</u>

Note: ADJUST TO ACTUAL

<b>Fund: 5400 PCW General Administration</b>		
<b>060 Water Resources</b>		
54004 Portage County Water CS	18,000	0
54005 Portage County Water MS	1,550	0
54006 Portage County Water CO	6,433	0
54009 Portage County Water ME	0	25,983
<b>MEMO TOTAL</b>	<u>\$ 25,983</u>	<u>\$ 25,983</u>

Note: To move budget to where needed

<b>Fund: 5600 StS General Administration</b>		
<b>060 Water Resources</b>		
56004 Streetsboro Sewer CS	20,000	0
56005 Streetsboro Sewer MS	750	0
56006 Streetsboro Sewer CO	24,985	0
56009 Streetsboro Sewer ME	0	45,735
<b>MEMO TOTAL</b>	<u>\$ 45,735</u>	<u>\$ 45,735</u>

Note: To move budget to where needed

<b>TOTAL MEMO BALANCE FOR ALL FUNDS</b>	<u>\$ 1,161,743</u>	<u>\$ 356,653</u>
---	---------------------	-------------------

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;

**RESOLUTIONS**

October 14, 2008

- 1. Approval of Meeting Minutes from the October 9, 2008 regular Board Meeting as presented.
- 2. Approve the Bills as presented by the County Auditor and reviewed by the Internal Auditor./08-1025
- 3. Approve the Journal Vouchers as presented by the County Auditor./08-1026
- 4. Approve the Then & Now as presented by the Portage County Auditor./08-1027

\* \* \* \* \*

**INVITATIONS/MEETING NOTICES**

October 14, 2008

- 1. Meeting notice for the PMHA October Special Meeting on Tuesday, October 14, 2008, 11:30 AM in the Robert A. Durst Boardroom, SR 59, Ravenna.
- 2. Invitation from Portage County Information Technology Services for the Tenth Anniversary of GIS Day 2008 Celebration on Wednesday, November 19, 2008 at Reed Memorial Library.
- 3. Meeting notice from NEOTEC for the Foreign Trade Zone & International Trade Workshop on Thursday, November 20, 2008, Hilton Akron/Fairlawn, 8:00 AM-2:00 PM.
- 4. Meeting notice for the Mental Health & Recovery Board meeting on Monday, October 13, 2008, 6:340 PM, 155 E. Main St., Kent.
- 5. Meeting notice for AMATS Policy Committee meeting on Wednesday, October 22, 2008, 1:30 PM at the Martin Center South Room, Akron.
- 6. Invitation from Akron General for a Special Presentation and Community Forum on Tuesday, October 21, 2008, 7:30 AM, John S. Knight Center.

\* \* \* \* \*

**INCOMING CORRESPONDENCE**

**DISCUSSION**

October 14, 2008

- 1. October 3, 2008 correspondence from Mayor Kevin Poland, City of Ravenna, regarding the Prosecutor's office/Clerk to schedule two meetings; the first with the architect and contractor and the second with the City of Ravenna.
- 2. September 17, 2008 correspondence from Matthew Wenham, C&S Companies, regarding Airport Consulting and Business Services/Forward to the Airport for review and comment to the Board of Commissioners.

3. October 8, 2008 e-mail from William Ulik, Economic Development, requesting Board authorization to provide lunch utilizing the Commissioners' account at Guido's at a cost not to exceed \$75.00 for the quarterly meeting of practicing economic development professionals in Portage County/Journal Entry.
4. October 1, 2008 correspondence from Ohio Deferred Compensation, regarding National Save for Retirement Week on October 19-25, 2008. Does the Board wish to distribute informational brochures to interested employees/No

\* \* \* \* \*

**JOURNAL ENTRIES**

October 14, 2008

1. The Board of Commissioners acknowledged receipt of the Portage County Investment Reconciliation for the month of September 2008 as presented by the County Auditor and County Treasurer.
2. The Board of Commissioners authorized payment of Invoice No. 2008-0031 dated October 7, 2008 for fuel flow fee for Metro Life Flight for September 2008 for \$ 385.76.
3. Board of Commissioners' authorization requested to utilize Workman Industrial Services to provide repair services on one severely deteriorated steel center column within the tank clarifier no. 2 at the Streetsboro Waste Water Treatment Plant as requested by the Water Resources Department. *NOTE: Commissioner Smeiles to abstain.*
4. In response of the September 18, 2008 Notice from the Ohio Division of Liquor Control of a request for transfer of liquor license from Mary M. Just dba Just Drive Thru to Nadia and Remass LLC dba Nadia Drive Thru, 1320 Tallmadge Rd., Brimfield Township, Kent, OH, the Board of Commissioners agreed not to request a hearing noting the Brimfield Township Trustees were notified and have no objections, they are not requesting a hearing. The Board of Commissioners authorized the Clerk to sign and return the Notice.

\* \* \* \* \*

**REFERRED**

October 14, 2008

1. The Board of Commissioners received the Owner/Tenant Statement of balance due for water usage at County owned properties for April 2007 as presented by the City of Ravenna./Referred to Internal Services.
2. The Board of Commissioners acknowledged receipt of the October 2, 2008 Resolution by the County's Public Defender Commission recommending the reclassification of Attorney Leonard Hazelett, Junior Assistant Public Defender to Senior Assistant Public Defender with compensation in line with the other Senior Assistant Public Defenders as authorized by Commissioners' Journal Entry dated September 23, 2008 (#13)./Referred to the Department of Budget and Financial Management.
3. October 8, 2008 memo from Sue Whitehurst, Townhall II, requesting \$58,000 for the continued operations of its Free Medical Clinic./Referred to Department of Budget and Financial Management to determine if this is a 2008 or 2009 request.

4. October 2, 2008 memo from Lt. Governor Lee Fisher, on behalf of Ohio Department of Development, to interested parties, regarding neighborhood stabilization program./Referred to Internal Auditor, Department of Budget and Financial Management, and Grants Coordinator.

\* \* \* \* \*

**INFORMATION ONLY**

October 14, 2008

1. October 7, 2008 correspondence from Judge Enlow, Common Pleas to Sheriff Kaley, regarding Pay to Stay Program.
2. The Board of Commissioners received the League of Women Voters newsletter dated October 3, 2008.
3. The Board of Commissioners received The Reminger Report as presented by Ronald Fresco, Reminger Attorneys at Law.
4. October 3, 2008 correspondence from Kevin Shoemaker, Ohio EPA to Bill Steiner, Portage County Solid Waste Management District, regarding review comments for the Portage County Solid Waste 2007 Annual District Report (ADR).
5. The Board of Commissioners received the Advanced Series newsletter as presented by Prudential.
6. The Board of Commissioners received the Mental Health & Recovery Board newsletter for Fall 2008.

\* \* \* \* \*

**Journal Entry**

October 14, 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 Investment Reconciliation for the month of September 2008, as presented by the County Auditor and County Treasurer.
2. The Board of Commissioners authorized payment of the Portage County Regional Airport Authority No. 2008-0031 dated October 7, 2008 for \$385.76 for reimbursement of the 10 cents per gallon in fuel costs for the Metro Life Flight helicopter for September 2008, as approved by the Board of Commissioners in a Journal Entry adopted July 8, 2008.
3. The Board of Commissioners authorized the Portage County Department of Economic Development to provide lunch utilizing the Commissioners' account at Guido's at a cost not to exceed \$75.00 for the quarterly meeting of practicing economic development professionals in Portage County, as requested by Director William Ulik.
4. In response of the September 18, 2008 Notice from the Ohio Division of Liquor Control of a request for transfer of liquor license from Mary M. Just dba Just Drive Thru to Nadia and Remass LLC dba Nadia Drive Thru, 1320 Tallmadge Road, Brimfield Township, Kent, Ohio, the Board of Commissioners agreed not to request a hearing noting the Brimfield Township Trustees were notified and have no objections, they

are not requesting a hearing. The Board of Commissioners authorized the Clerk to sign and return the Notice.

- 5. The Board of Commissioners acknowledged the receipt of the October 2, 2008 Resolution by the County's Public Defender Commission recommending the reclassification of Attorney Leonard Hazelett, Junior Assistant Public Defender to Senior Assistant Public Defender with compensation in line with the other Senior Assistant Public Defenders, as authorized by Commissioners' Journal Entry #13 dated September 23, 2008.
- 6. The Board of Commissioners accepted the recommendation of Director Audrey Tillis, Portage County Department of Budget & Finance, and approved an additional \$3,300 from the Vehicle & Equipment Fund to fund necessary major vehicle repairs for the Portage County Clerk of Courts. The Director noted that a review of the departmental budget shows that there are not funds available to fund this expense internally.

All in favor, motion carries.

\* \* \* \* \*

**JOURNAL ENTRY II**

October 14, 2008

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

The Board of Commissioners accepted the recommendation of the Portage County Water Resources Department and authorized the hire of Workman Industrial Services at a cost not to exceed \$16,909 to provide repair services on one severely deteriorated steel center column within the tank clarifier no. 2 at the Streetsboro Waste Water Treatment Plant. Commissioner Smeiles abstaining in this third party transaction, motion carries.

\* \* \* \* \*

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting on **October 14, 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 11:50 AM. All in favor, motion carries.

Christopher Smeiles, President

Charles W. Keiper II, Vice President

Maureen T. Frederick, Board Member

Deborah Mazanec, Clerk

\* \* \* \* \*