

**Tuesday, November 25, 2008**

The Board of County Commissioners met in regular session on **Tuesday, November 25, 2008 at 8:05 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 November 20, 2008 meeting. All in favor, motion carries

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Also attending throughout the day: Mike Sever, Record-Courier and Fox 8 News Reporter Belinda Prinz

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The Board of Commissioners met with area Chamber Directors, Portage County Department of Economic Development Bill Ulik and Ray Walsh of Journal Communications to discuss advertising in the new Greater Akron Chamber publication.

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**NEIGHBORHOOD DEVELOPMENT & GRANTS ADMINISTRATOR - Rescheduled**

Present: Dave Vaughan, Dan Banks

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Commissioner Frederick noted that she met with Architect Dave Sommers yesterday to hear an update on the proposed Justice Facility, with Portage County partnering with the City of Kent and Kent State University. She was surprised to learn that the current Sheriff had indicated to the team that he wanted an entire pod built at the new facility. She noted that the Sheriff-Elect will have input in the new facility.

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Director of Maintenance Tim Miller attending to discuss the apparent shortage of salt this winter for county owned parking lots. Director Miller advised that the vendor is placing limits on what each client can purchase. The county is okay for now with the rock salt for the parking lots being the only issue, depending on the weather. Tim Miller to keep the Board of Commissioners apprised of the situation.

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**PROSECUTOR**

Present: Denise Smith

**Prosecutor's Correspondence**

1. November 17, 2008 correspondence from Leigh Prugh to Janet Esposito, County Auditor, regarding payment of a Water Resources employee travel request/Information only.

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**DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT**

Present: Audrey Tillis

## RESOLUTIONS

1. General Fund Amendments to the Annual Appropriation Resolution:/08-1145
  - a. Commissioners, Transfer – PCRAA Business Plan
  - b. Building Security, Transfer – Projected Year End
  - c. Sheriff's Department, Transfer – Projected Need
  - d. Data Processing Board, Transfer – Projected Need
  
2. Other Funds Amendments to the Annual Appropriation Resolution:/08-1146
  - a. Fund 1102, Marine Patrol Grant – Transfer, Per Grant for Expenses
  - b. Fund 1201, Motor Vehicle and Gas Tax – Transfer, Part-Time Expenses
  - c. Fund 1330, Dog and Kennel
    - i. Dog and Kennel – Transfer, Projected Need
    - ii. Auditor – Supplemental, Dog Tag Postage and Internal Chgbk Printing
  - d. Fund 1390, Women Infants and Children – Transfer, To Balance Project Codes
  - e. Fund 1410, Job and Family Services – Transfer, Projected Need
  - f. Fund 1414, Child Support General Administration – Transfer, Projected Need
  - g. Fund 4010, Prosecutor's Building – Supplemental, Projected Need
  - h. Fund 5215, PCS Revenue Bonds 2007 (USDA) – Supplemental, Additional Principal Payment
  - i. Fund 5311, PCS Franklin Hills Rehab – Supplemental, Adjust to Actual, and Return Cash Advance
  - j. Fund 7102, Cafeteria Benefits Program Package – Supplemental, Projected Year End Need
  
3. Cash Advance from Fund 0001, General Fund to Fund 1167, EMPG Special Projects/08-1147
4. Cash Advance Repayment from Fund 5311, PCS Franklin Hill Rehab to Fund 5200, PCS General Administration/08-1148
5. Cash Advance Repayment from Fund 1166, EMPG Homeland Security Grant to Fund 0001, General Fund/08-1149
6. Cash Advance Repayment from Fund 4008, Wireless 911 Upgrades to Fund 0001, General Fund/08-1150
7. Declaring the Official Intent and Reasonable Expectation of the Portage County Board of Commissioners on Behalf of the State of Ohio to Reimburse the Portage County Wastewater Improvements Construction Funds for the Portage County Wastewater Improvements Project (CG58M) with the Proceeds of Tax Exempt Debt of the State of Ohio./08-1151

10:00 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 a compensation issue in the Department of Budget & Finance. **Also present:** Director Audrey Tillis, Department of Budget and Financial Management. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

10:08 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.

Upon exiting Executive Session, the Board of Commissioners accepted the Department of Budget & Finance Director's recommendation regarding compensation for Chanel Mason.

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**WATER RESOURCES**

Present: Harold Huff and Jeff Lonzrick

- 1. RESOLUTION - Requiring Construction Service Fees for Engineering, Inspection and Administration functions performed by the Portage County Water Resources Department for Private Projects./08-1152
- 2. SIGNATURES - Departmental Vehicles for On Call Supervisors/Journal Entry
- 3. JOURNAL ENTRY - Extension of Intern through 12/31/2008/Journal Entry

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**INTERVIEW: PSYCHOLOGICAL SERVICES FOR INMATES**

Present: HPL Representatives; Dr. Elizabeth Falcon, Dennis Dougherty, Mary Anne Wollet, JoAnn Townend, and Sheriff's Deputy Don Hall

HPL attending today to present their proposal for inmate psychological services for the Portage County Jail.

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**RESOLUTION No. 08-1142 - 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 November 25, 2008 in the total payment amount of **\$1,153,697.59 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. 08-1143 - 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:

11/25/08	1486	\$ 3,116.74
11/25/08	1488	4,379.36
11/24/08	1440	27,927.02
11/24/08	1439	109,485.39
11/24/08	1438	10,371.83
11/19/08	1087	42,130.18
11/24/08	1436	17,974.45
11/24/08	1433	25,290.03
Total		\$ 240,675.00

and be it further

**RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in 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. 08-1144 - 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



RESOLUTION No. 08-1145

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</b>	<b>General Fund</b>		
<i>001 Commissioners</i>			
00014	Commissioners CS	64,000	0
00015	Commissioners MS	0	10,000
00016	Commissioners CO	0	19,000
00019	Commissioners ME	0	25,000
0001D	Commissioners Full Time	0	10,000
<b>MEMO TOTAL</b>		<b><u><u>\$ 64,000</u></u></b>	<b><u><u>\$ 64,000</u></u></b>

Note: PCRAA Business Plan

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<i>015 Building Security</i>			
00153	Building Security Fringes	450	0
00154	Building Security CS	0	450
<b>MEMO TOTAL</b>		<b><u><u>\$ 450</u></u></b>	<b><u><u>\$ 450</u></u></b>

Note: Projected Year End

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<i>700 Sheriff's Department</i>			
07003	Sheriff-General Fringes	0	2,800
07004	Sheriff-General Admin CS	31,100	5,000
07005	Sheriff-General Admin MS	10,000	300
0700M	Sheriff-General Overtime	1,000	0
07104	Sheriff-Corrections CS	0	31,000
07105	Sheriff-Corrections MS	15,000	0
0710M	Sheriff-Corrections Overtime	3,000	0
07303	Sheriff-Road Deputies Fringes	0	9,000
0730D	Sheriff-Road Deputies Full Time	0	10,000
0740D	Sheriff-Dispatch Full Time	0	2,000
<b>MEMO TOTAL</b>		<b><u><u>\$ 60,100</u></u></b>	<b><u><u>\$ 60,100</u></u></b>

Note: Projected Need

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		<i>Increase</i>	<i>Decrease</i>
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<b><i>915 Data Processing Board</i></b>			
09154	Data Processing Bd CS	0	2,000
09155	Data Processing Bd MS	2,000	0
<b><i>MEMO TOTAL</i></b>		<u><u>\$ 2,000</u></u>	<u><u>\$ 2,000</u></u>

Note: Projected Need

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<b><i>TOTAL MEMO BALANCE ALL AMENDMENTS</i></b>	<u><u>\$ 126,550</u></u>	<u><u>\$ 126,550</u></u>
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and be it further,

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

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

Roll call as Follows:

Christopher Smeiles, Yea;	Charles W. Keiper II, Yea;	Maureen T. Frederick, Yea;
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**RESOLUTION No. 08-1146**

**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>
		<u>          </u>	<u>          </u>
<b>Fund: 1102</b>	<b>Marine Patrol Grant</b>		
	<i>700 Sheriff's Department</i>		
11024	Sheriff-Marine Patrol CS	1,613	0
11025	Sheriff-Marine Patrol MS	500	2,113
	<b>MEMO TOTAL</b>	<u><u>\$ 2,113</u></u>	<u><u>\$ 2,113</u></u>

Note: Per Grant for Expenses

<b>Fund: 1201</b>	<b>Motor Vehicle And Gas Tax</b>		
	<i>800 Engineer's Department</i>		
1201D	Motor Vehicle/Gas Tx Full Time	0	14,500
1201E	Motor Vehicle/Gas Tx Part Time	14,500	0
	<b>MEMO TOTAL</b>	<u><u>\$ 14,500</u></u>	<u><u>\$ 14,500</u></u>

Note: PART-TIME EXPENSES

<b>Fund: 1330</b>	<b>Dog And Kennel</b>		
	<i>045 Dog And Kennel</i>		
13304	Dog Kennel - Warden CS	2,400	0
1330E	Dog Kennel - Warden Part Time	0	2,400
	<b>MEMO TOTAL</b>	<u><u>\$ 2,400</u></u>	<u><u>\$ 2,400</u></u>

Note: Projected Need

	<i>100 Auditor</i>		
93304	Dog Kennel - Auditor CS	600	0
93305	Dog Kennel - Auditor MS	400	0
	<b>MEMO TOTAL</b>	<u><u>\$ 1,000</u></u>	<u><u>\$ -</u></u>

Note: For Dog Tag Postage, Internal Chgbk Printing

		<i>Increase</i>	<i>Decrease</i>
<b>Fund: 1390</b>	<b>Women Infants And Children</b>		
	<i>053 Women, Infants &amp; Children</i>		
13903	Women Infant Children Fringes	3,000	0
13904	Women Infants & Children CS	463	463
1390D	Women Infant Childrn Full Time	0	3,000
	<b>MEMO TOTAL</b>	<u><u>\$ 3,463</u></u>	<u><u>\$ 3,463</u></u>

Note: To Balance Project Codes

<b>Fund: 1410</b>	<b>Job And Family Services</b>		
	<i>051 Job And Family Services</i>		
14104	Job & Family Services CS	465,000	0
14105	Job & Family Services MS	0	10,000
14106	Job & Family Services CO	0	5,000
1410D	Job & Family Service Full Time	0	450,000
	<b>MEMO TOTAL</b>	<u><u>\$ 465,000</u></u>	<u><u>\$ 465,000</u></u>

Note: Projected need

<b>Fund: 1414</b>	<b>Child Support General Admini</b>		
	<i>051 Job And Family Services</i>		
14143	JFS Child Support Gen Fringes	8,600	0
14144	JFS Child Support General CS	0	13,600
14145	JFS Child Support General MS	0	2,050
14146	JFS Child Support General CO	2,050	0
1414D	JFS Child Support Ge Full Time	5,000	0
	<b>MEMO TOTAL</b>	<u><u>\$ 15,650</u></u>	<u><u>\$ 15,650</u></u>

Note: Projected need

<b>Fund: 4010</b>	<b>Prosecutor's Building</b>		
	<i>012 Central Purchasing Services</i>		
40104	Prosecutor's Building CS	2,000	0
	<b>MEMO TOTAL</b>	<u><u>\$ 2,000</u></u>	<u><u>\$ -</u></u>

Note: Inc. appropriation

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		<i>Increase</i>	<i>Decrease</i>
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<b>Fund: 5215</b>	<b>PCS Revenue Bonds 2007 (USDA)</b>		
	<i>060 Water Resources</i>		
52158	PCS Revenue Bonds 07 (USDA) DE	25,000	0
	<i>MEMO TOTAL</i>	<u>\$ 25,000</u>	<u>\$ -</u>

Note: ADDITIONAL PRIN PAY

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<b>Fund: 5311</b>	<b>PCS Franklin Hills Rehab</b>		
	<i>060 Water Resources</i>		
53116	PCS Franklin Hills Rehab CO	0	14,773
53119	PCS Franklin Hills Rehab ME	288,350	0
	<i>MEMO TOTAL</i>	<u>\$ 288,350</u>	<u>\$ 14,773</u>

Note: ADJUST TO ACTUAL                      CASH ADVANCE REPAYMENT

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<b>Fund: 7102</b>	<b>Cafeteria Benefits Program Pkg</b>		
	<i>018 Human Resources</i>		
71024	Cafeteria Benefits Program CS	20,000	0
	<i>MEMO TOTAL</i>	<u>\$ 20,000</u>	<u>\$ -</u>

Note: Projected Year End Need

<b>TOTAL MEMO BALANCE FOR ALL FUNDS</b>	<u>\$ 839,476</u>	<u>\$ 517,899</u>
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and be it further,

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

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

Roll call as Follows:

Christopher Smeiles, Yea;	Charles W. Keiper II, Yea;	Maureen T. Frederick, Yea;
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**RESOLUTION No. 08-1147                      -                      RE:      CASH ADVANCE - FROM FUND 0001, GENERAL FUND TO FUND 1167, EMPG SPECIAL PROJECTS**

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

**WHEREAS,** Fund 1167 is in need of interim cash until grant revenues are received; now therefore be it  
**RESOLVED,** that the following cash advance be made in the amount of \$ 6,000.00:

**FROM:**

0001, GENERAL FUND

ORGCODE- 00100009

Debit Expense Account

Object 920000 - Advances-Out \$ 6,000.00

**TO:**

1167, EMPG SPECIAL PROJECTS

ORGCODE -11679302

Credit Revenue Account

Revenue Source 290000 - Advances-In \$ 6,000.00

and be it further

**RESOLVED,** that the advance will be repaid to the General Fund with anticipated revenue received from grant funds, 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 Homeland Security and Emergency Management Agency and the Department of Budget & Financial Management, 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. 08-1148**

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**RE: CASH ADVANCE REPAYMENT - FROM FUND 5311, PCS FRANKLIN HILL REHAB 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,** Resolution No. 07-0740, adopted on July 24, 2007, authorized a cash advance in the amount of \$ 288,350.00 for the Franklin Hills Sewer Rehab -2004 Construction Project which was to be repaid with revenue from note proceeds by December 31, 2007, and

**WHEREAS,** Resolution No. 07-1238, adopted on December 27, 2007 authorized that repayment of the cash advance would be made when permanent financing was obtained, and

**WHEREAS,** permanent financing has been obtained to pay for the costs of this Project; now therefore be it

**RESOLVED,** that the following cash advance repayment be authorized in the amount of \$288,350.00:

**FROM:**

FUND 5311, PCS FRANKLIN HILL REHAB

ORGCODE - 53110609

Project: 04080

Debit Expense Account

Object Code – 921000 - Advance out Returns \$ 288,350.00

**TO:**

FUND 5200, PCS GENERAL ADMINISTRATION

ORGCODE - 520040F2

Project: 04080

Credit Revenue Account

Revenue Source 291000 - Advance in Repayment \$ 288,350.00

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 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 was as follows:

Christopher Smeiles, Yea;

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

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**RESOLUTION No. 08-1149**

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**RE:**

**CASH ADVANCE REPAYMENT - FROM FUND 1166  
EMPG HOMELAND SECURITY GRANT TO  
FUND 0001, GENERAL FUND**

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

**WHEREAS,** on October 30, 2008, the Board of Commissioners adopted Resolution No. 08-1081, approving a cash advance in the amount of \$ 8,000.00 until grant revenues were received, and

**WHEREAS,** Fund 1166 has received grant revenue; now therefore be

**RESOLVED,** that the following cash advance repayment be made in the amount of \$ 8,000.00:

**FROM:**

FUND 1166, EMPG HOMELAND SECURITY GRANT

ORGCODE -11669302

Debit Revenue Account

Revenue Source 290000 - Advances-In \$ 8,000.00

**TO:**

FUND 0001, GENERAL FUND

ORGCODE- 00100009

Credit Expense Account

Object 920000 - Advances-Out \$ 8,000.00

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 Homeland Security and Emergency Management Agency and the Department of Budget & Financial Management, 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. 08-1150**

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**RE:**

**CASH ADVANCE REPAYMENT - FROM FUND 4008, WIRELESS 911 UPGRADES TO FUND 0001, GENERAL FUND**

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

**WHEREAS,** resolution # 07-1142, adopted on November 20, 2007 authorized a cash advance in the amount of \$77,000. from Fund 0001, General Fund to Fund 4008, Wireless 911 Upgrades, until revenues were collected through a surcharge paid by wireless customers in Ohio, and

**WHEREAS,** revenue has been received from the surcharges paid by wireless customers in Ohio; now therefore be it

**RESOLVED,** that the following cash advance repayment be made in the amount of \$ 77,000.00:

**FROM:**

FUND 4008, WIRELESS 911 UPGRADES

ORGCODE - 40087009

Debit Expense Account

Object 921000 - Advance Out Returns \$ 77,000.00

**TO:**

FUND 0001, GENERAL FUND

ORGCODE - 00100002

Credit Revenue Account

Object 291000 – Advance In Repayment \$ 77,000.00

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 Portage County Sheriff's Department, the Homeland Security and Emergency Management Agency and the Department of Budget Financial Management, 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. 08-1151**

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**RE: DECLARING THE OFFICIAL INTENT AND REASONABLE EXPECTATION OF THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF THE STATE OF OHIO TO REIMBURSE THE PORTAGE COUNTY WASTEWATER IMPROVEMENTS CONSTRUCTION FUNDS FOR THE PORTAGE COUNTY WASTEWATER**

**IMPROVEMENTS PROJECT (CG58M) WITH THE  
PROCEEDS OF TAX EXEMPT DEBT OF THE STATE  
OF OHIO.**

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

- WHEREAS,** on November 18, 2008 the Portage County Board of Commissioners executed loan agreement documents with the Ohio Public Works Commission (OPWC), and
- WHEREAS,** the OPWC agreed to loan to the Portage County Board of Commissioners an amount of \$223,400.00 for the Portage County Wastewater Improvements Project, and
- WHEREAS,** the OPWC will finance this loan with proceeds of tax exempt bonds issued by the State of Ohio, and
- WHEREAS,** the United States Internal Revenue Service requires recipients of such loans to approve a Declaration of Official Intent, now therefore be it
- RESOLVED,** by the Board of Commissioners of Portage County, Ohio, on behalf of the State Of Ohio:
- Section 1. That the Portage County Commissioners reasonably expects to reimburse the Portage County Wastewater Improvements Construction Funds for various sewer expenditures as set forth in Appendix A of the Project Agreement with the proceeds of bonds issued by the State Of Ohio.
- Section 2. That this Resolution is intended to be a Declaration of Official Intent under Treasury Regulation Section 1.103-18.
- Section 3. That the maximum aggregate principal amount of bonds, other than for costs of issuing, expected to be issued by the State Of Ohio for reimbursement to the local subdivision is \$223,400.00.
- Section 4. That the Clerk of the Portage County Commissioners is hereby directed to file a copy of this Resolution with Portage County Auditor for the inspection and examination of all persons interested therein and to deliver a copy of this resolution to the Ohio Public Works Commission.
- Section 5. 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 those formal actions, were in meetings open to the public, in compliance with the law including Section 121.22 of the Ohio Revised Code.
- Section 6. That this Resolution shall be in full force and effect from and immediately upon its adoption.

Voice vote as follows:

Christopher Smeiles, Yea;

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

\* \* \* \* \*  
**RESOLUTION No. 08-1152 - RE: REQUIRING CONSTRUCTION SERVICE FEES FOR ENGINEERING, INSPECTION AND ADMINISTRATION FUNCTIONS PERFORMED BY THE PORTAGE COUNTY WATER RESOURCES DEPARTMENT FOR PRIVATE PROJECTS.**

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

**WHEREAS,** any and all persons constructing privately financed water or sanitary sewer projects within the Portage County Regional Sewer District or the Streetsboro Sanitary Sewer District No. 4, either tributary or integral to those systems, shall pay a construction service fee to cover all engineering, inspection and administrative functions performed by the Portage County Water Resources Department related to the project; and

**WHEREAS,** the construction services are necessary to ensure the integrity of the County systems; and

**WHEREAS,** these fees are necessary so that those receiving the construction services pay their proper share of the costs without additional burden to the existing customers; and

**WHEREAS,** the Portage County Sanitary Engineer has reviewed the schedule of construction service fees for the Portage County Water Resources Department and recommends that this Board adopt the fees and charges herein provided for; now therefore be it

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

Section 1. That the fees shown herein are adopted for persons, firms, corporations or organizations utilizing the construction services of the Portage County Water Resources Department:

Year	Water Mains  (cost per linear foot) (3% increase)	Sanitary Sewer Mains and Force Mains  (cost per linear foot) (3% increase)	Sanitary Pump Stations  (cost per gpm of capacity) (3% increase)
2008	\$ 1.60	\$ 3.28	\$ 12.29
2009	1.65	3.38	12.66
2010	1.70	3.48	13.04
2011	1.75	3.58	13.43
2012	1.80	3.69	13.83
2013	1.85	3.80	14.24

Section 2. That the construction service fees shall be paid at the time of the pre-construction conference after the Water Resources Department has approved the project for construction.

Section 3. That the project construction approval issued by the Water Resources Department shall be valid for a period of one (1) year.

Section 4. That the regular hours of the Inspectors employed by the Water Resources Department are established under the Rules and Regulations governing the Portage County Regional Sewer District and the Streetsboro Sanitary Sewer District No. 4.

Section 5. That any resolution or resolutions heretofore adopted by this Board fixing or revising rates to be charged for construction service fees be and the same are hereby repealed as of the effective date of this Resolution, it being the intent of this Board that such repeal shall operate only in a prospective manner and with respect to rights, obligations or liabilities which thereafter may accrue.

Section 6. 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. 08-1153**

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**RE: ACCEPT THE FY 08 EMERGENCY  
MANAGEMENT PERFORMANCE GRANT (EMPG)  
SPECIAL PROJECTS EQUIPMENT GRANT  
AWARD ON BEHALF OF THE PORTAGE COUNTY  
OFFICE OF HOMELAND SECURITY &  
EMERGENCY MANAGEMENT.**

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

**WHEREAS,**

the Ohio Department of Public Safety Office advised the Portage County Office of Homeland Security & Emergency Management Director on October 17, 2008 that Portage County was approved to receive fiscal year 2008 Emergency Management Performance Grant (EMPG) Special Project Equipment Grant funding for \$6,000.00 for the period of October 1, 2007 through September 30, 2009; now therefore be it



1. November 19, 2008 correspondence from Connie Leedom, Health Department, regarding Delta Dental and 12 month waiting period/Forwarded to the Human Resources Department for comment.
2. November 19, 2008 email from Steve Eva, The Woodlands At Robinson, including the November 17, 2008 correspondence from the Ohio Department of Health, regarding certification status/Information only.
3. November 19, 2008 correspondence from James Bierlair, Portage Soil & Water Conservation District, including the 2008 budget request/Forward to the County Engineer for his files and information as the Storm Water Engineer.

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**JOURNAL ENTRIES**

November 25, 2008

1. Board of Commissioners' authorization requested to allow use of the Courthouse Lawn on Friday, November 28, 2008, 5:00 PM-Midnight for Midnight Madness as requested by Jack Ferguson, Ravenna Area Chamber of Commerce.
2. The Board of Commissioners received the November 18, 2008 Amended Certificate of Estimated Resources for the year beginning January 1, 2008 as submitted by the Portage County Budget Commission (cc: Department of Budget & Financial Management).
3. The Board of Commissioners received the Emergency Management Institute FEMA Certificate of Achievement acknowledging Commissioner Maureen T. Frederick completed the National Incident Management System (NIMS) An Introduction course issued on November 17, 2008.
4. The Board of Commissioners received the Emergency Management Institute FEMA Certificate of Achievement acknowledging Commissioners' Clerk Deborah Mazanec completed the National Incident Management System (NIMS) An Introduction course issued on November 17, 2008.
5. Board of Commissioners' authorization to pay the October 31, 2008 Christley, Herington & Pierce Statement No. 29911, for professional services rendered as follows:

Portage County Sheriff's Dispatch Negotiations 1999	\$ 175.00
Portage County Sheriff's Correction Officers Negotiations 1999	\$ 175.00
Portage County Sheriff's Misc. Negotiations	\$ 251.75
Portage County Sheriff's Negotiations 2008	<u>\$ 4,565.00</u>
Total	\$5,166.75

6. The Board of Commissioners received the Transportation of Prisoners costs for the month of August 2008 as presented by the Portage County Sheriff's Department.
7. The Board of Commissioners received the November 19, 2008 Certificate of the County Auditor that the Annual Appropriations from each fund does not exceed the Amended Official Certificate of Estimate Resources for the fiscal year beginning January 1, 2008 as presented by the Portage County Budget Commission.
8. Board of Commissioners' authorization requested to have Commissioner Smeiles sign the Ohio Public Works Commission Request to Proceed for an estimated amount of \$ 173,000 for the Wastewater

Improvements Project, OPWC Project No. CG57M/CG58M, as presented by the Department of Budget and Financial Management.

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**REFERRED**

November 25, 2008

1. The Board of Commissioners received the Summons on Civil Complaint regarding US Bank National Association vs. Robert Kunselman et al as presented by the Portage County Common Pleas Court. Referred to Prosecutor's Office and forwarded to the Neighborhood Development Services.

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**PLEASE ADD TO YOUR AGENDA**

November 25, 2008

1. DRAFT RESOLUTION: Accept the FY08 Emergency Management Performance Grant (EMPG) Special Projects Equipment Grant Award on behalf of the Portage County Office of Homeland Security and Emergency Management/08-1152.
2. The Board of Commissioners received responses from the Grants Administrator, Neighborhood Development Services Inc., Regional Planning Commission, and Economic Development regarding the draft Ohio Neighborhood Stabilization Program Action Plan – Substantial Amendment to the FY 2008 Ohio Consolidated Plan as presented by Ohio Department of Development/Dan Banks to draft a Board of Commissioners response.

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**INFORMATION ONLY**

November 25, 2008

1. The Board of Commissioners received the November 21, 2008 Weekly Traffic Advisory as presented by Ohio Department of Transportation.
2. The Board of Commissioners received an undated correspondence (received November 21, 2008) from James Burkholder, TPA Benefits, Inc., regarding the TPABenefits Integrated Web Portal.

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**PROSECUTOR'S CORRESPONDENCE**

November 25, 2008

1. November 17, 2008 correspondence from Leigh Prugh to Janet Esposito, County Auditor, regarding travel request.

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**Journal Entry**

November 25, 2008

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

1. The Board of Commissioners authorized the use of the Courthouse Lawn on Friday, November 28, 2008, from 5:00 PM - Midnight for Midnight Madness, as requested by Jack Ferguson, Ravenna Area Chamber of Commerce.

2. The Board of Commissioners acknowledged the receipt of the November 18, 2008 Amended Certificate of Estimated Resources for the year beginning January 1, 2008, as submitted by the Portage County Budget Commission.
3. The Board of Commissioners acknowledged the receipt of the Emergency Management Institute FEMA Certificate of Achievement acknowledging that Commissioner Maureen T. Frederick completed the IS-00700 National Incident Management System (NIMS), an Introduction course issued on November 17, 2008.
4. The Board of Commissioners acknowledged the receipt of the Emergency Management Institute FEMA Certificate of Achievement acknowledging that Commissioners' Clerk Deborah Mazanec completed the IS-00700 National Incident Management System (NIMS), an Introduction course issued on November 17, 2008.
5. The Board of Commissioners authorized payment of the October 31, 2008 Christley, Herington & Pierce Statement No. 29911, for professional services rendered as follows:

Portage County Sheriff's Dispatch Negotiations 1999	
	\$ 175.00
Portage County Sheriff's Correction Officers Negotiations 1999	
	\$ 175.00
Portage County Sheriff's Misc. Negotiations	
	\$ 251.75
Portage County Sheriff's Negotiations 2008	
	<u>\$ 4,565.00</u>
Total	\$5,166.75

6. The Board of Commissioners acknowledged the receipt of the Transportation of Prisoners costs for the month of August 2008, as presented by the Portage County Sheriff.
7. The Board of Commissioners acknowledged the receipt of the November 19, 2008 Certificate of the County Auditor that the Annual Appropriations from each fund does not exceed the Amended Official Certificate of Estimate Resources for the fiscal year beginning January 1, 2008, as presented by the Portage County Budget Commission.
8. The Board of Commissioners authorized Commissioner Smeiles to sign the Ohio Public Works Commission Request to Proceed for an estimated amount of \$173,000 for the Wastewater Improvements Project, OPWC Project No. CG57M/CG58M, as presented by the Department of Budget and Financial Management.
9. The Board of Commissioners authorized Eugene Davis, Portage County Water Resources Department Superintendent, to drive home a Water Resources Departmental vehicle beginning November 26, 2008 so that he might respond to sewer stoppages or water line breaks on nights, weekends, and holidays, as recommended by Portage County Water Resources Department Director Harold Huff.
10. The Board of Commissioners approved the extension of Timothy Wechter's internship through December 31, 2008, to allow the work started for the State Audit to continue and to prepare for next year's audit, as recommended by Portage County Water Resources Department Director Harold Huff.

11. The Board of Commissioners signed the Personnel Action Form authorizing the promotion of Bonnie Hager from an IM Worker 2 to an IM Worker 3, effective December 1, 2008, as presented by Interim Human Resources Department Director Jim Manion and approved by JFS Director Anita Herington.
12. The Board of Commissioners approved the following Personnel Requisitions, as presented by the Portage County Human Resources Department and approved by Department of Job & Family Services Director Anita Herington:

DEPARTMENT	JOB TITLE	GRADE	ACTION
Department of Job and Family Services	Income Maintenance Aide 2 – Intake Unit (Replacement for Noreen Siegner)	JFS B	Post Internally and Externally

13. After meeting today in an Executive Session with Department of Budget & Finance Director Audrey Tillis, the Board of Commissioners accepted the Director’s recommendation and authorized the promotion of Chanel Mason, Budget Financial Analyst, from a DAT 5, Grade D (\$17.56/hour) to a DAT 5, Grade C (\$18.44/hour) after the successful completion of her 120 day probationary period, effective December 1, 2008. The Board of Commissioners directs the Human Resources Department to prepare the necessary paperwork.

All in favor, motion carries.

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We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners’ meeting on **November 25, 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 12:30 PM. All in favor, motion carries.

Christopher Smeiles, President

Charles W. Keiper II, Vice President

Maureen T. Frederick, Board Member

Deborah Mazanec, Clerk

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**PAYINS FOR THE MONTH OF NOVEMBER 2008**

10/30/08	4806	Deb Mazanec – Copies/Faxes: \$4.00 Total: \$4.00
11/03/08	4857	Range Resources – Oil Lease: \$732.90 Total: \$732.90
11/07/08	4934	Deb Mazanec – Copies/Faxes: \$1.30 Total: \$1.30
11/12/08	4984	Resource Energy – Oil Lease: \$32.86 Total: \$32.86
11/13/08	5016	Maureen T. Frederick – Cell Phone: \$10.01 Total: \$10.01

11/14/08	5041	Ohio Dept. of Public Safety – 2007-JG-D01-6467: \$12,502.00 Total: \$12,502.00
11/17/08	5058	Beck Energy – Oil Lease: \$315.87 Total: \$315.87
11/20/08	5123	Ohio Dept. of Public Safety – 2007-JG-D01-6473: \$8,960.50 Total: \$8,960.50
11/21/08	5148	Ohio Public Defender: Assigned Counsel: \$6,422.59, Public Defender: \$14,669.00 Total: \$21,091.59
11/21/08	5150	Family and Community Services – Local Match – 2007-JG-D01-6473: \$11,960.00 Total: \$11,960.00

**AUTHORIZATION OF EXPENSES FOR THE MONTH OF NOVEMBER 2008**

10/22/08	Charles W. Keiper II, Christopher Smeiles, Maureen T. Frederick/Akron Canton Foodbank Tour/Akron, Ohio/December 16/\$30.00	
10/21/08	Sue Brannon and Lynn Hudock/PET User Group/Mt. Sterling, Ohio/November 6-7/\$460.68	
10/14/08	Angela Currey/Team Meeting with Family/Tallmadge, Ohio/November 17/\$16.16	
10/14/08	Charles Allcorn/Whale Done! Building Positive Relationships in your organization/N. Canton, Ohio/November 7/\$109.00	
10/20/08	Stephen Paulus/2008 National Electric Code/Edinburg, Ohio/December 6/\$175.00	
10/27/08	Dan Banks/Office of Housing and Community Partnerships – Community Development Conference/Cambridge, Ohio/November 12-14/\$352.00	
10/17/08	Jon Barber/NOEMA/Lorain County/November 7/\$0.00	
10/29/08	Bill Steiner/Hudson Schools/Hudson, Ohio/October 31/\$0.00	
10/20/08	Joan Lambach/Ohio RCAP-Financial Management Course #201/Warren, Ohio/November 20/\$15.00	
10/23/08	Janet Esposito/CAAO Winter Conference/Dublin, Ohio/November 19-21/\$144.00	
10/20/08	Lynn Kline/Ohio RCAP-Financial Management Course #201/Warren, Ohio/November 20/\$27.00	
10/24/08	Brian Boykin and Janet Kovick/OJFSDA/BCDA Personnel & Labor Seminar/Columbus, Ohio/November 7/\$240.00	
10/24/08	Sandra Humphrey/Ohio EPA-Industrial Pretreatment Coordinators Workshop/Twinsburg, Ohio/October 28/\$15.00	
10/21/08	Harold Huff, Jeff Lonzrick, John Vence, and Alan Norris/CCAO/CEAO Annual Winter Conference/Columbus, Ohio/December 8-9/\$1,093.00	
10/28/08	Benito Antognoli/Mediating with Highly Positional Parties/Woodmere, Ohio/October 3/\$31.59	
11/03/08	Bill Steiner/EPA Meeting/Columbus, Ohio/November 6/\$0.00	
11/13/08	Michelle Ripley/Portage County Safety Council/Ravenna, Ohio/November 13/\$15.00	
10/28/08	Mark Carolo and John Laczko/Death Penalty Seminar/Worthington, Ohio/November 18-21/\$606.00	
10/31/08	Janet Esposito/Ohio Department of Taxation/Columbus, Ohio/November 5/\$369.00	
11/05/08	Lori Evans, Kathy Gray and Mike Wright/OCCA Monthly Meeting/Columbus, Ohio/November 19/\$150.00	
10/17/08	Joanne Hynes, Matthew Walker, Rebecca Price, and Patrick O'Keefe/Food Stamp Ineligibles – CRISE Training/Akron, Ohio/November 18-19/\$168.00	
11/04/08	Ray McElhiney, Judy Proffitt, and Richard McClellan/VA Quarterly Meeting/Sandusky,	

	Ohio/November 21/\$10.00
11/04/08	Roy Richards, Dave Morris, Andy Englehart, Lou Dearnbarger, Sean Skahill, and Robert Park/OSAVSC Fall Conference/Columbus, Ohio/November 21-23/\$193.60
10/29/08	Pamela Bartholdi, Betty Brown and Beck Rufener/Food Stamp Ineligibles/Akron, Ohio/November 20-21/\$143.50
10/30/08	Gennifer Woodworth and Suzanne Dougherty/EPPIC Training/Columbus, Ohio/December 10/\$75.00
11/07/08	Bob Wrentmore/19 <sup>th</sup> Annual Joint Conference – Your Safety is Our Business/Cleveland, Ohio/February 2-3, 2009/\$225.00
11/05/08	Bill Ulik/Foreign Trade Zone and International Trade Workshop/Akron, Ohio/November 20/\$95.00
11/04/08	Dennis Lager and Mark Carfalo/2008 Public Defenders Summit/Worthington, Ohio/October 24/\$85.41
11/17/08	Judge Laurie Pittman/2008 Winter Conference/Dublin, Ohio/December 2-5/\$464.00
11/18/08	Bill Steiner/Circle K Recycling/Akron, Ohio/November 26/\$0.00
11/18/08	Bill Steiner and Dan Banks/ODNR Grant Meeting/Columbus, Ohio/December 3/\$0.00
11/13/08	Bill Steiner/NEFCO Meeting/Green, Ohio/November 19/\$0.00
11/17/08	Dan Banks/Place of Peace Funding Request/Youngstown, Ohio/November 17/\$0.00
11/14/08	Dave McIntyre/CCAO Winter Conference/Columbus, Ohio/December 7-10/\$778.00
11/06/08	Linda Fankhauser, Robyn Godfrey and Mike Wright/OCCA Winter Conference/Columbus, Ohio/December 2-4/\$1,572.00
11/13/08	Dan Banks/CCAO Winter Conference/Columbus, Ohio/December 8-9/\$343.00
11/07/08	Brenda Kavali/NBACO Meeting-WIC/Columbus, Ohio/December 7/\$210.00
11/12/08	Benito Antognoli/Ohio GAL Education Program/Akron, Ohio/November 14/\$55.0
11/12/08	Beverly Lowe/Court Statistical Report Form Training/Columbus, Ohio/November 21/\$215.00

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