

Tuesday, December 2, 2008

The Board of County Commissioners met in regular session on **Tuesday, December 2, 2008 at 9:40 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 25, 2008 meeting. All in favor, motion carries

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

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PROSECUTOR

Present: Denise Smith

Review of Prosecutor's Pending List

1. The Board of Commissioners discussed their question to the Prosecutor's Office as to whether or not there is an Ohio Revised Code requirement that the county employ a Humane Officer. Denise Smith to investigate whether or not the APL can appoint the Humane Officer and the county could then hire the Humane Officer.
2. Denise Smith has reviewed and approved the Agreement for Mickey Marozzi for Stormwater Management. She will forward that approval in writing so that the agreement can move forward with an anticipated start date of January 1, 2009.
3. Commissioner Smeiles asked that Attorney Smith stay for the Board meeting with Neighborhood Development Services today to discuss how the Board of Commissioners can approve the Neighborhood Development Services/FireCom request for monies. Can funds be advanced from the Portage County ED RLF and then returned once the state gives the county the money in January? Denise Smith responded that this may be a case of a short-term loan to the company. Attorney Smith added that this appears to be a Neighborhood Development Services issue to determine if the company meets the RLF criteria, if the funds are available in the correct RLF. Commissioner Smeiles noted that he is the signor on the project documents and would like staff to review and approve the project. DBFM Director Audrey Tillis noted that the application is due to Columbus ASAP with a December 5, 2008 approval notification.

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DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT

Present: Audrey Tillis

Resolutions

1. Transfer from Fund 5200, PCS General Administration to Fund 5215, PCS Revenue Bonds 2007 (USDA)/08-1160

Updates

2. The 2009 Budget Appropriations resolution will be presented for Board of Commissioners' consideration on December 11th.

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WATER RESOURCES

Present: Harold Huff

1. RESOLUTION - Approving the plans, specifications and estimate of cost, and setting the date and time for acceptance of bids for the construction of Project No. SH-W (08-110), Shalersville WTP Generator Improvements, in The Portage County Regional Sewer District./08-1159
2. SIGNATURES - Ravenna Training and Logistics Site Sanitary Sewer and Water Main Installation, Phase I - Board Signatures required on the Letter of Intent: Ravenna Training and Logistics Site Sanitary Sewer and Water Main Installation, Phase I/Journal Entry
3. The Board of Commissioners discussed the Water Resources Department payment of the November 21, 2008 invoice from the City of Ravenna for sewerage discharged by Portage County in October 2008 and treated by the city's sewer plant for \$22,036.23, which was questioned by the County Auditor.

Director Huff advised the Board of Commissioners that this invoice should be paid in full and the credit the county has with the city should not be reduced since the city is writing a check to the county for the \$231,980.98. The Portage County Water Resources Department should receive the check from the city by the end of this week or early next week.

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NEIGHBORHOOD DEVELOPMENT SERVICES, INC.

Present: Dave Vaughan, Jim Shank, Denise Smith, Dan Banks, Carol Kurtz

The group attending today to discuss the application of County Fire Protection (FireCom) to assist in the purchase of an industrial site located on Crystal Parkway in Brimfield Township.

Jim Shank noted that County Fire Protection is in need of \$225,000 to purchase the facility in Brimfield Township that will bring 12.5 full time positions to Portage County, and as a stipulation of the Grant, the company has committed to creating seven additional full time positions over the next three years. The CDBG funds granted to Portage County will be loaned to County Fire Protection in the form of a second mortgage at a rate of three percent annual interest with the payments being captured into Portage County's Economic Development Revolving Loan Fund.

The Ohio Department of Development has Community Development Block Grants available for economic development projects, which Portage County Board of Commissioners is qualified to apply for grant funding for FireCom. There is no match requirement for participation in the Community Development Block Grant.

Grants Administrator Dan Banks noted that the Portage County "checkbook" shuts down in several weeks, so the problem is, if the grant is approved on December 5th, can the Neighborhood Development Services loan money to the company from the ED RLF, to be repaid once the state passes the grant money to the county. Carol Kurtz noted that the State Auditor has advised that the county may not loan the money. Dave Vaughan noted that there is \$139,000 in their NeighborWorks Fund but not the entire \$250,000 needed to assist this company. He added that we need to figure out a way to streamline the process to allow a faster turnaround for these kinds of projects.

If the application is approved, signed and sent today, the county would receive an Award Letter on December 5th, we would have to advertise December 8th – 17th, and on December 18th the Board of Commissioners could accept the award, with a December 22nd release of funds and a December 23rd draw down.

Dave Vaughan noted that Neighborhood Development Services would have to discuss with the company the possibility of closing in January instead of December to see if the seller could take back a note in the amount of the money the state would be granting.

The Board of Commissioners agreed to authorize the application and continue to investigate how to proceed/Resolution 08-1161 approves the application.

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RESOLUTION No. 08-1154 - 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 December 2, 2008 in the total payment amount of **\$429,323.96 for Funds 0001-9100** 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. 08-1155 - 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:

12/02/08	321	\$ 704.45
12/02/08	319	958.51
12/02/08	317	953.88
12/02/08	312	49,348.05
12/02/08	310	37,494.73
12/02/08	309	3,777.00
Total		\$ 93,236.62

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. 08-1156 - 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 **\$21,068.45** as set forth in Exhibit “A” dated **December 2, 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. 08-1157 - RE: ENTERING INTO AN AGREEMENT WITH RICK HAWKSLEY OF DESIGN WITH A VISION FOR PROVISION OF ARCHITECTURAL SERVICES FOR THE PORTAGE COUNTY SENIOR CENTER

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

WHEREAS: Portage County Internal Services Department has received a proposal for design and engineering service for rehab of an area for the Portage Senior Center utilizing 2008 CDBG Formula Grant; and

WHEREAS, Rick Hawksley of Design with a Vision is experienced and professionally capable to perform these services within the time frames established; now therefore be it

RESOLVED: that the Board of Portage County Commissioners desire to enter into a contract with Design with a Vision to provide architectural services for rehab of an area for the Senior Center in an amount not to exceed \$12,500.00 as funded by the 2008 CDBG Formula Allocation Grant Agreement; and be it

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. 08-1158 - RE: ENTERING INTO CONTRACT WITH THE PORTAGE COUNTY REGIONAL PLANNING COMMISSION FOR ADMINISTRATION AND IMPLEMENTATION OF THE 2008 COMMUNITY DEVELOPMENT BLOCK GRANT FORMULA ALLOCATION FUNDS

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

WHEREAS: Portage County has received 2008 Community Development Block Grant Formula Allocation Grant Funds; and

WHEREAS: Portage County desires to contract with Portage County Regional Planning Commission to administer and implement this grant, NOW THEREFORE BE IT;

RESOLVED: That the Portage County Board of Commissioners desires to enter into contract with Portage County Regional Planning Commission to provide such services in the amount of \$57,100.00 to provide grant application preparation, administration and implementation and \$7,000.00 to provide fair housing services to benefit LMI households, as allowed in the 2008 Formula Grant.

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. 08-1159 - RE: APPROVING THE PLANS, SPECIFICATIONS AND ESTIMATE OF COST, AND SETTING THE DATE AND TIME FOR ACCEPTANCE OF BIDS FOR THE CONSTRUCTION OF PROJECT NO. SH-W (08-110), SHALERSVILLE WTP GENERATOR IMPROVEMENTS, IN THE PORTAGE COUNTY REGIONAL SEWER DISTRICT.

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. 74-78, adopted April 11, 1974, established Portage County Regional Sewer District; and

WHEREAS, pursuant to authorization by this Board contained in Resolution 08-0253 adopted March 18, 2008, the County Water Resources has caused to be prepared and submitted for approval plans, specifications and estimate of cost for Project No. SH-W (08-110), Shalersville WTP Generator Improvements, hereinafter referred to as the "PROJECT"; and

WHEREAS, the PROJECT will construct improvements to allow the generator to provide emergency power for water wells No. 3 and 4; and

WHEREAS, copies of said plans, specifications and estimate of cost are on file in the office of the Clerk and County Water Resources and are available for examination therein; now therefore be it

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

Section 1. That said plans, specifications and estimate of cost for said PROJECT hereto be and the same are hereby approved.

Section 2. That said plans, specifications and estimate of cost shall be filed in the office of the Clerk of this Board and in the office of the County Water Resources and kept continuously on file for inspection by all persons interested therein.

Section 3. That sealed bids for the construction of the PROJECT will be accepted by the Portage County Commissioners until 3:00 PM on January 28, at their office on the seventh floor of the County Administration Building, 449 South Meridian Street, Ravenna, Ohio.

Section 4. That the Notice of receiving bids shall be posted in the Record Courier on January 5 and January 12, 2009 and the Clerk of this Board is directed to post said Notice on the official bulletin board in the office of the County Commissioners. This advertisement for bids can also be found on Portage County's website at: www.co.portageco.oh.us under county bid notices.

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 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. 08-1160

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RE:

TRANSFER FROM FUND 5200, PCS GENERAL ADMINISTRATION TO FUND 5215, PCS REVENUE BONDS 2007 (USDA)

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

WHEREAS, the Water Resources Department wishes to make an additional principal payment on the Randolph Township Sewer Bond that we have with USDA, Loan No. 92-04, and

WHEREAS, in order to make the additional principal payment on USDA Loan No. 92-04, it is necessary to transfer funds in the amount of \$ 25,000.00 to Fund 5215, PCS Revenue Bonds 2007; now therefore be it

RESOLVED, that the following transfer of funds in the amount of \$ 25,000.00 made as follows:

FROM:
FUND 5200 PCS GENERAL ADMINISTRATION
ORG CODE - 52004009
Debit Expense Account
Object 910000 - TRANSFERS OUT \$ 25,000.00

TO:
5215, PCS REVENUE BONDS 2007 USDA
ORG CODE - 52150602
Credit Revenue Account
Revenue Source 280000 - TRANSFER IN \$ 25,000.00

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 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. 08-1161 - RE: AUTHORIZE NEIGHBORHOOD DEVELOPMENT SERVICES (NDS) TO APPLY FOR A CDBG GRANT THROUGH THE OHIO DEPARTMENT OF DEVELOPMENT (ODOD) TO DIRECTLY ASSIST COUNTY FIRE PROTECTION INC.

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

WHEREAS, the Ohio Department of Development has Community Development Block Grants available for economic development projects; and

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INVITATIONS/MEETING NOTICES

December 2, 2008

1. Invitation from the Greater Akron Chamber for the 5th Annual Local Elected Officials Recognition Luncheon on Friday, December 5, 2008, Hilton Akron/Fairlawn, 11:00 AM.
2. Meeting notice from the Ashtabula County Engineer for the District 7 NRAC Council meeting on Wednesday, December 3, 2008, 9:00 AM at the Geauga County Engineer’s Highway Garage/Executive Assistant and Commissioner Keiper will attend.
3. Invitation from Crestwood High School for a business and community meeting at Crestwood High School library on Thursday, December 4, 2008, 7:45-8:45 AM.
4. Invitation from the Children’s Advocacy Center for its Open House Commemorating the 10th Anniversary of Service on Tuesday, December 9, 2008, 4:00-7:00 PM at Robinson Memorial Hospital.
5. Invitation from the Portage County Bicentennial Committee for the official sealing of the Time Capsule to celebrate our Bicentennial year of 2008 on Saturday, December 13, 2008, 4:00 PM at the Portage County Historical Society Museum.
6. Meeting notice from NEFCO for the Middle Cuyahoga River Watershed Planning Meeting on Friday, December 12, 2008, 10:00 AM, Kent Fire Department Training Room.
7. Meeting notice fro the AMATS Policy Committee meeting on Wednesday, December 10, 2008, 1:30 PM at Martin Center South Room, Akron.

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INCOMING CORRESPONDENCE

DISCUSSION

December 2, 2008

1. Does the Board of Commissioners wish to vote on the nomination Committee of the Brimfield Area Chamber of Commerce? Nominations must be received by Monday, December 15, 2008/The Board of Commissioners agreed not to vote.
2. November 21, 2008 e-mail from Kerry Macomber, Kent State University, regarding the elected official academy 2009.

(A Does the Board wish to offer this opportunity to Department Heads/ The Board agreed that they would not want Department Directors to attend these meetings geared for Elected Officials.

(B) Does the Board wish to meet Dr. Hoornbeek regarding current projects (e-gov’t, EPA, TMDL study, technical training, etc)/ The Board of Commissioners agreed to meet with Dr. Hoornbeek to discuss ongoing KSU projects.
3. Does the Board with to provide comment on the TRAC proposed project selection criteria? Comments are requested by Thursday, December 4, 2008/The County Engineer has advised that it is not necessary to provide comment.

4. November 18, 2008 memo from Eileen Stiffler, Regional Planning Commission, including a draft resolution and contract between the Board of Commissioners and Regional Planning Commission for administration and implementation of the 2008 CDBG Formula Allocation Grant. Documents reviewed by Carol Kurtz, Internal Auditor with no exceptions noted./08-1158
5. November 25, 2008 e-mail from Mickey Marozzi, County Engineer, regarding the Stormwater agreement/Forwarded to Attorney Denise Smith for review, comment and approval.
6. November 25, 2008 e-mail from William Ulik, Economic Development, regarding monthly personal vehicle allowance/Jim Manion to complete his investigation regarding this issue, working with Human Resources Department Director Karen U'Halie.
7. November 26, 2008 e-mail from Anita Herington, Job and Family Services, regarding the County's toll free phone number/The Board of Commissioners agreed to discuss this request with the Director at her next meeting.

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JOURNAL ENTRIES

December 2, 2008

1. Board of Commissioners' authorization requested to pay the October 31, 2008 Invoice for bond renewal of Policy No. 0601 60190092 for County Engineer Michael A. Marozzi, made payable to CNA Surety, at a cost of \$340.00, as presented by the Jack Kohl Insurance Agency.
2. The Board of Commissioners received the Weekly Report of Kennel population for the week ending November 23, 2008 as presented by Dave McIntyre, Dog Warden. The Board of Commissioners acknowledged the receipt of \$200 in Court Donations.
3. Board of Commissioners' signature requested on the purchase requisition for Neighborhood Development Services Inc. for the City of Streetsboro implementation for \$5,614.00 as requested by the Regional Planning Commission. The B-F-04-062-1 Formula Grant Activity #05 Home/Building Repair is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the document appears to be accurate, appropriate and properly authorized.
4. Board of Commissioners' signature requested on the purchase requisition for GB Hawk Construction for homeowner Christine Clyde for \$ 3,860.00 for furnace replacement as requested by the Regional Planning Commission. Documents reviewed by Carol Kurtz, Internal Auditor noting documents appear to be accurate, appropriate and properly authorized.
5. Board of Commissioners' authorization requested to allow use of the 3rd Floor Veteran Services Office on Monday, December 29, 2008 from 4:30-7:00 PM for a Commission Meeting as requested by Robert Park, Veteran Services.
6. Board of Commissioners' authorization requested to pay Invoice No. 2008-0034 dated November 11, 2008 for Fuel Flow Fee for Metro Life Flight for the month of October 2008 at 4,393.52 gallons @ \$.10/gallon \$ 439.35 as presented by the Portage County Regional Airport Authority.
7. Board of Commissioners' authorization requested on the purchase requisition for Advanced Contracting for homeowner, Stephen Ausra for \$ 4,383.00 for a furnace replacement as presented by the Regional Planning

Commission. The B-F-07-062-1 Formula Grant Activity #05 Home/Building Repair is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor with no exceptions noted.

8. November 14, 2008 Notice from Ohio Division of Liquor Control of a request for a new liquor license for the GZ Foods Inc. dba Kent Belleria, 1879 SR 59, Franklin Township, Kent, OH 44240. Does Board of Commissioners wish to request a hearing? The Franklin Township Trustees have no objections and are not requesting a hearing. Board authorization requested to have the Clerk to sign and return the notice.
9. November 17, 2008 Notice from Ohio Division of Liquor Control of a request for a *Change of Corporate Stock Ownership* for the liquor license for FMJ Restaurant Inc., dba Diamond Lodge, 3116 SR 14 & Patio Area, Edinburg Township, Rootstown, Ohio 44272. Does the Board of Commissioners wish to request a hearing? The Edinburg Township Trustees have no objections and are not requesting a hearing. Additionally, Board of Commissioners' authorization requested to allow the Clerk to sign and return the Notice.
10. November 26, 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.
11. The Board of Commissioners received the Transportation of Prisoners costs for the month of September 2008 as presented by the Portage County Sheriff's Department.
12. The Board of Commissioners received the November 26, 2008 memo from the Portage County Sheriff's Department including the Monthly Record of Proceedings and Transactions for November 2008, in accordance with Ohio Revised Code Section 325.07.

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REFERRED

December 2, 2008

1. November 24, 2008 correspondence from Joseph Hadley Jr., NEFCO, notifying of the Middle Cuyahoga River Watershed Coordinator Grant Approval. Referred to Grants Coordinator.
2. November 26, 2008 fax from Captain Wilson, Courthouse Security, regarding Courthouse waxed floors/Forwarded to the Maintenance Department and Safety/Loss Control Coordinator.

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INFORMATION ONLY

December 2, 2008

1. The Board of Commissioners received a notice and coupon from Airtron Heating and Air Conditioning for an Essential Service HVAC maintenance package, service repair or equipment purchase.
2. November 20, 2008 correspondence from State Senator Tom Sawyer, to Mayor Kevin Poland, City of Ravenna, congratulating the City on receipt of a grant from Ohio Department of Natural Resources to develop and build a playground.
3. November 2008 correspondence from August Napoli Jr., Summa Foundation, regarding Thanksgiving.

4. November 18, 2008 correspondence from Ron DeBarr, NEOTEC to Randy Nemetz, Manufacturing Advocacy & Growth Network, regarding support from MAGNET for the International Trade Assistance Center (ITAC).
5. November 21, 2008 correspondence from Patrick Macke, Portage County Board of MR/DD, thanking the Board for the reappointments of Jeanne Schmidlin and Thomas Cochran and appointment of John Lehman to the Board of Trustees.
6. The Board of Commissioners received the Garrettsville Area Chamber of Commerce news for December 2008.
7. November 14, 2008 correspondence from the Citizens' Committee for Good Mental Health, thanking Commissioner Keiper for support and the sign locations for the Issue 36 campaign.
8. The Board of Commissioners received the Summit County Port Authority newsletter.
9. The Board of Commissioners received The Jentner Report for Autumn 2008 as presented by Jentner Financial Group.
10. The Board of Commissioners received the Observation Assignment Ride Along with the Portage County Dog Warden Term Paper submitted by Mark Carroll, Kent State University student.
11. November 19, 2008 correspondence from Carol Guercio, Ohio Department of Development, regarding the monitoring of CDBG Program Grant No. B-F-06-062-1. (cc: Regional Planning Commission by Ohio Department of Development).
12. November 19, 2008 correspondence from Shannon David Hamons, Pizzuti, including a proposal outlining Pizzuti Solutions' potential services related to a shared public safety and courts facility. (Document in share file).
13. December 2, 2008 correspondence from Harold Huff, Water Resources Department to Janet Esposito, County Auditor regarding reimbursement for Water Resources Department employee Class IV license

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Journal Entry

December 2, 2008

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

1. The Board of Commissioners authorized payment of the October 31, 2008 Invoice for the bond renewal of Policy No. 0601 60190092 for Portage County Engineer Michael A. Marozzi, made payable to CNA Surety, at a cost of \$340.00, as presented by the Jack Kohl Insurance Agency.
2. The Board of Commissioners acknowledged the receipt of the Weekly Report of Kennel population for the week ending November 23, 2008, as presented by Dave McIntyre, Dog Warden. The Board of Commissioners acknowledged the receipt of \$200 in Court Donations.
3. The Board of Commissioners signed the purchase requisition for Neighborhood Development Services Inc. for the City of Streetsboro implementation for \$5,614.00, as presented by the Regional Planning Commission. The B-F-04-062-1 Formula Grant Activity #05 Home/Building Repair is funding this

expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the document appears to be accurate, appropriate and properly authorized.

4. The Board of Commissioners signed the purchase requisition for GB Hawk Construction of Tallmadge, for homeowner Christine Clyde, 1219 Gaynelle, Streetsboro, for \$3,860.00 for a furnace replacement, as presented by the Regional Planning Commission. Documents reviewed by Carol Kurtz, Internal Auditor noting documents appear to be accurate, appropriate and properly authorized.
5. The Board of Commissioners authorized the use of the 3rd Floor Veteran Services Office on Monday, December 29, 2008 from 4:30-7:00 PM for a Commission Meeting, as requested by Robert Park, Veteran Services.
6. The Board of Commissioners authorized payment of Invoice No. 2008-0034 dated November 11, 2008 for Fuel Flow Fee for Metro Life Flight for the month of October 2008 at 4,393.52 gallons @ \$.10/gallon \$439.35, as presented by the Portage County Regional Airport Authority, as approved by the Board of Commissioners in a Journal Entry adopted July 8, 2008.
7. The Board of Commissioners authorized the purchase requisition for Advanced Contracting of Atwater for homeowner Stephen Ausra, 1209 Apache Pass, Streetsboro, for \$4,383.00 for a furnace replacement as presented by the Regional Planning Commission. The B-F-07-062-1 Formula Grant Activity #05 Home/Building Repair is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor with no exceptions noted.
8. In response to the November 14, 2008 Notice from Ohio Division of Liquor Control of a request for a new liquor license for the GZ Foods Inc. dba Kent Belleria, 1879 SR 59, Franklin Township, Kent, Ohio, the Board of Commissioners agreed not to request a hearing noting the Franklin Township Trustees have no objections and are not requesting a hearing. The Board further authorized the Clerk to sign and return the notice.
9. In response to the November 17, 2008 Notice from Ohio Division of Liquor Control of a request for a *Change of Corporate Stock Ownership* for the liquor license for FMJ Restaurant Inc., dba Diamond Lodge, 3116 SR 14 & Patio Area, Edinburg Township, Rootstown, Ohio, the Board of Commissioners agreed not to request a hearing noting the Edinburg Township Trustees have no objections and are not requesting a hearing. The Board further authorized the Clerk to sign and return the notice.
10. The Board of Commissioners acknowledged the receipt of the November 26, 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.
11. The Board of Commissioners acknowledged the receipt of the Transportation of Prisoners costs for the month of September 2008, as presented by the Portage County Sheriff.
12. The Board of Commissioners acknowledged the receipt of the November 26, 2008 memo from the Portage County Sheriff including the Monthly Record of Proceedings and Transactions for November 2008, in accordance with Ohio Revised Code Section 325.07.
13. The Board of Commissioners signed the Personnel Action Form authorizing the full time permanent hire of Suzanne Bunning as a Clerical Specialist, as presented by Human Resources Department Director Karen

U'Halie and approved by JFS Director Anita Herington. The Board of Commissioners notes that this hire is contingent upon the applicant passing a pre-employment physical and drug screen.

14. The Board of Commissioners accepted the recommendation of Water Resources Department Director Harold Huff and agreed to sign the December 2, 2008 correspondence (Letter of Intent) to the U.S. Army Corp of Engineers (USACE), Pittsburg District, advising of the County's intent and ability to serve as one of the Non-Federal sponsors of the Ravenna Training and Logistics Site Sanitary Sewer and Water Main Installation, Phase I Project. The Board of Commissioners noted that the signing of the Letter of Intent does not financially or legally obligate Portage County or the Federal Government. The Board further noted that the signing of this letter is a required condition of receiving the proposed USACE grant funding.

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 **December 2, 2008**. There being no further business to come before the Board, it was moved by Maureen T. Frederick, seconded by Charles W. Keiper II to adjourn the official meeting at 10:50 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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