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HUMAN RESOURCES

Present: Karen U’Halie, Jim Manion

There was discussion regarding the January 21, 2009 correspondence from County Auditor Janet Esposito, asking for a clarification of the Commissioners’ travel policy for those who already receive a mileage compensation.

Jim Manion noted that the Board of Commissioners asked him to research the Board of Commissioners policy. Four Commissioners’ Directors (Herington, Ulik, Steiner, and Huff) receive additional compensation for miles traveled within Portage County. They all expect to be reimbursed for miles traveled in their private vehicles outside of Portage County.

Commissioner Frederick stated that these Directors are given additional funds for their travel within the county, which augments their income. Commissioner Smeiles noted that the compensation is for reimbursement for the use of their private cars. The Commissioners noted that, for example, Director Herington must travel constantly within the county to perform her duties.

Mr. Manion added that the counties that he contacted do not give additional compensation for travel but expect reimbursement for actual miles traveled.

The Board of Commissioners agreed that the Human Resources Department should draft a mileage reimbursement policy for their review.

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Commissioner Keiper advised Karen U’Halie that the nursing home staff would be contacting her to discuss policies to be put in place at the nursing home that are nursing home specific.

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Resolution - Portage County Dog Warden Contract/09-0055

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10:50 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Christopher Smeiles**, seconded by **Maureen T. Frederick** that the Board of Commissioners move into executive session to consider a compensation and discipline issue. **Also present:** Karen U’Halie and Jim Manion Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

11:10 AM Upon conclusion of the above referenced discussion, it was moved by **Christopher Smeiles**, seconded by **Maureen T. Frederick** that the Board of Commissioners moves out of executive session. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

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

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DEPARTMENT OF JOB & FAMILY SERVICES

Present: Anita Herington, Terri Burns

- I. The Director presented the January 5, 2009 Food Stamp Report.

- II. The Director presented the Portage County CSEA Federal Performance Indicators for the 1st Quarter of FFY 2009.
- III. The Director discussed the Portage County SFY 2009 allocations, noting the \$140,000 in cuts in the most recent round. Portage County has been cut about \$430,000 in total.
- IV. The Board of Commissioners authorized Portage County Department of Job and Family Services Director Anita Herington to serve on the Portage County Community Health Center Advisory Board./Journal Entry
- V. The Board of Commissioners authorized Portage County Department of Job and Family Services Director Anita Herington to sign the Portage Metropolitan Housing Authority (PMHA) Subgrant Memorandum of Understanding/Journal Entry

11:28 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Christopher Smeiles**, seconded by **Charles W. Keiper II** that the Board of Commissioners move into executive session to consider a daycare provider compensation issue and a labor negotiation issue. **Also present: JFS Director Anita Herington and Terri Burns.** Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Absent.

11:35 Commissioner Frederick attending

11:43 AM Upon conclusion of the above referenced discussion, it was moved by **Christopher Smeiles**, seconded by **Maureen T. Frederick** that the Board of Commissioners moves out of executive session. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

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

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MAINTENANCE

Present: Tim Miller

Justice Center Update

Mr. Miller advised the Board that the contractor they hired has sprayed insulation at the Justice Center. Commissioner Smeiles noted that the area sprayed is only the west wall. The Board is waiting for a quote for the east and north walls.

Director Miller advised the Board of Commissioners that the door project at the Justice Center is complete. JoAnn Townend was advised by Mr. Miller to pay the retainer.

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Mr. Miller advised the Board of Commissioners that the Clerk of Courts staff made a complaint about the lack of heating. That issue is fixed.

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Tim Miller presented a listing of work order requests for the past two weeks, which he plans to present to the Board of Commissioners monthly.

Commissioner Smeiles asked how the county salt supply is holding up; Mr. Miller responded that the county is doing well.

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The Board of Commissioners discussed today's email from JoAnn Townend advising the Sheriff Doak would like to purchase a used vehicle at a cost of \$16,900, without lights or battery. The Board of Commissioners asked Ms. Townend to contact the Sheriff requesting a total cost including the installation of lights, communication equipment, etc.

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RESOLUTION No. 09-0050 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Christopher Smeiles, seconded by Maureen T. Frederick 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 January 22, 2009 in the total payment amount of **\$1,011,757.98 for Funds 0001-7216** 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:

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

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RESOLUTION No. 09-0051 - RE: WIRE TRANSFER APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Christopher Smeiles, seconded by Maureen T. Frederick 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 January 22, 2009 in the total payment amount as follows:

- 1. \$77,183.13 for Medical Mutual Claims-Fund 7101; and**

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 authorizes the wire transfer for the charges relating to health benefits, as presented by the Portage County Auditor's Office:

Wire Transfer on Friday, January 23, 2009 \$ 77,183.13

and be it further

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

Roll call vote as follows:

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

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RESOLUTION No. 09-0052 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

It was moved by Christopher Smeiles, seconded by Maureen T. Frederick 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:

01/21/09	444	\$ 480.00
Total		\$ 480.00

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:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0053

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RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.

It was moved by Christopher Smeiles, seconded by Maureen T. Frederick 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 **\$329,403.35** as set forth in Exhibit "A" dated **January 22, 2009** 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:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0054

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RE: FIX AMOUNT OF OFFICIAL BONDS FOR JUDGE/CLERK PROBATE DIVISION AND JUDGE/CLERK JUVENILE DIVISION

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

WHEREAS,

the Ohio Revised Code Section 2151.12(B) stipulates that in counties in which the juvenile judge is clerk of the judge’s own court, before entering upon the duties of office as the clerk, the judge shall execute and file with the County Treasurer a bond in a sum to be determined by the Board of Commissioners, with sufficient surety to be approved by the Board, conditioned for the faithful performance of duties as clerk. The bond shall be given for the benefit of the county, the state, or any person who may suffer loss by reason of a default in any of the conditions of the bond; and

WHEREAS,

the Ohio Revised Code Section 2101.03 stipulates that before entering upon the discharge of his duties, the probate judge shall give a bond to the State in a sum not less than five thousand dollars. Such bond shall have sufficient surety, approved by the Board of Commissioners or by the County Auditor and County Recorder in the absence from the County of two of the members of the Board and shall be conditioned that such judge will faithfully pay over all moneys received by him in his official capacity, enter and record the orders, judgments, and proceedings of the court, and faithfully and impartially perform all the duties of his office. Such bond, with the oath of office required by Sections 3.22 and 3.23 of the Ohio Revised Code indorsed thereon, shall be deposited with the County Treasurer and kept in his office. As the state of business in his office renders it necessary, the Board may require the Probate Judge to give additional bond; now be it further

RESOLVED,

that the Portage County Board of Commissioners does hereby fix the amount of the Official Bonds and surety as follows:

ELECTED OFFICE	ELECTED OFFICIAL	BOND AMOUNT	SURETY COMPANY
Judge/Clerk Probate Division	Judge Thomas Carnes	\$5,000	Jack Kohl Agency Cincinnati Insurance Co.
Judge/Clerk Juvenile Division	Judge Thomas Carnes	\$ 5,000	Jack Kohl Agency Cincinnati Insurance Co

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 was as follows:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0055

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RE:

APPROVE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE PORTAGE COUNTY COMMISSIONERS/PORTAGE COUNTY DOG WARDEN AND TEAMSTERS LOCAL UNION #436.

2. Approve the Bills as presented by the County Auditor and reviewed by the Internal Auditor./09-50
3. Approve the wire transfer as presented by the County Auditor./09-51
4. Approve the Journal Vouchers as presented by the County Auditor./09-52
5. Approve the Then & Now as presented by the Portage County Auditor./09-53
6. Draft resolution to fix amounts of official bonds for Judge/Clerk Probate Division and Judge/Clerk Juvenile Division./09-54

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INVITATIONS/MEETING NOTICES

January 22, 2009

1. Invitation from the Ohio State University John Glenn School of Public Affairs for the Obstacles and Opportunities: The Challenges Ahead for the Obama Administration lecture series on Monday, January 26, 2009, 4:30 PM and Tuesday, February 17, 2009 in the Faculty Club Grand Lounge, OSU Campus.
2. Invitation from the Ravenna Rotary for the Reverse Raffle on Tuesday, March 17, 2009, NEOUCOM.
3. Invitation from Townhall II for the Casino Night Benefit on Saturday, February 21, 2009, Sheraton Suites, Cuyahoga Falls, 7:00-11:00 PM.
4. Invitation from Buckingham Doolittle & Burroughs, LLP for the 11th Annual Real Estate & Construction Law Seminar on Thursday, February 26, 2009, 2:30 PM Registration, 3:00-5:05 PM Presentation, Hilton Akron/Fairlawn.
5. Invitation from Lt. Governor Lee Fisher for the 2009 Lead Abatement Training Program on various dates and locations between January-October 2009, 8:30 AM-4:30 PM.
6. Invitation from County Commissioners' Association of Ohio for the Regional Meeting with Legislators on Friday, February 6, 2009, 11:30 AM, at the Rusty Nail.

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INCOMING CORRESPONDENCE

DISCUSSION

January 22, 2009

1. Discussion: Does the Board of Commissioners want to host quarterly meetings with Portage County Elected Officials and Departments? (Dog Warden suggestion at January 6, 2009 Leadership Team meeting)/Board of Commissioners agreed to host meetings but would have to determine a meeting location and agenda.
2. The Board of Commissioners received a reminder for the 2009 Randolph Fair Premium Book as presented by the Portage County Randolph Fair/Board of Commissioners to purchase ad individually.
3. January 14, 2009 correspondence from Downes, Hurst & Fishel LLP, regarding Board of Commissioners' designation of exempt positions/Forward to Karen U'Halie as information.

4. January 15, 2009 correspondence from Jeffry Harris, Ohio Department of Development, including the TIF Annual Status Report as per Ohio Revised Code. Completed TIF reports must be filed by Tuesday, March 31, 2009/Forward to the Department of Economic Development to process.
5. January 16, 2009 correspondence from Moises Medina, Department of the Treasury Internal Revenue Service, regarding Income Tax withholding on payments for property and services made by government entities after December 31, 2010/Forward to the County Auditor, County Engineer, JoAnn Townend, Carol Kurtz and Harold Huff for comment.
6. January 15, 2009 memo from Michael Hiler, Ohio Department of Development, requesting completion of the Annual Program Income Report prior to Saturday, February 28, 2009/Forward to Neighborhood Development Services and Regional Planning Commission.
7. January 15, 2009 correspondence from Michael Hiler, Ohio Department of Development, regarding Grant No. B-M-05-062-1 which was due September 10, 2009 and has not yet been received/Forward to the Kent Regional Business Alliance.
8. January 15, 2009 correspondence from Martin Bramlett, Clemans-Nelson, regarding designation of unclassified positions/Forward to Karen U’Halie as information.
9. January 7, 2009 e-mail from Charlene Badger, Executive Assistant, regarding the Portage County Regional Airport Authority/Executive Assistant to advertise this opening
10. December 31, 2008 e-mail from Karen U’Halie, Human Resources Department, regarding a draft attendance policy/Hold for a final review by the Prosecutor’s Office
11. Discussion: Sheriff’s Department Collective Bargaining Agreements/Hold for Commissioner Keiper to contact Attorney Habowski to discuss
12. January 20, 2009 e-mail from Chris Craycroft, Park District, regarding Berlin Lake Trail grant. Ms. Craycroft requests the Board consider the following:
 - i. Adopting a resolution and signing a letter of support for the grant proposal.
 - ii. Consider agreeing to give the Park District another cash flow loan for this reimbursement grant.
 - iii. Consider contributing to the local match for the project/Clerk to bring back

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JOURNAL ENTRIES

January 22, 2009

1. The Board of Commissioners received the January 13, 2009 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, 2009 as presented by the Portage County Auditor’s Office.
2. The Board of Commissioners received the January 13, 2009 Amended Certificate of Estimated Resources for the year beginning January 1, 2009 as submitted by the Portage County Budget Commission (cc: Department of Budget & Financial Management).
3. The Board of Commissioners received the January 13, 2009 resignation letter from Bridget Susel from the Tax Incentive Review Council (TIRC) for the City of Kent. (cc: Executive Assistant).

4. Board of Commissioners' authorization requested to pay \$1,452 for Portage County local share match to the Area Agency on Aging, 10B, Inc. for the time period October 1, 2008 through September 30, 2009, as presented by Joseph Ruby, Area Agency on Aging. The Board of Commissioners will forward the original invoice to the Portage County Senior Service Center for payment.
5. Board of Commissioners' authorization requested to pay Invoice No. 82926 dated February 8, 2009 for bond renewal of Policy No. 9253143 for Judge/Clerk Thomas Carnes, Juvenile Division, at a cost of \$394.00 and Invoice No. 82927 dated February 8, 2009 for bond renewal of Policy No. 8253144 Judge/Clerk Thomas Carnes, Probate Division, at a cost of \$ 394.00, as presented by the Jack Kohl Insurance Agency. Original bonds to be forwarded to the Portage County Treasure's office.
6. Board of Commissioners' authorization requested to pay the 2008 Transactions of the Eleventh District Court of Appeals pro rata share of costs \$ 73,576.45.
7. The Board of Commissioners received the Weekly Report of Kennel population for the week ending January 18, 2009 as presented by Dave McIntyre, Dog Warden. The Board of Commissioners acknowledged the receipt of \$800 in Court Donations.

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REFERRED

January 22, 2009

1. December 22, 2008 correspondence from Jackie Waltz, Rootstown Area Chamber of Commerce, including the 2009 Business Directory Information, Constitution and Bylaws, and an invoice for 2009 Dues. Referred to Economic Development for payment.
2. January 9, 2009 correspondence from George Elmaraghy, Ohio EPA, regarding grant funding workshops during January and February 2009. Referred to Dan Banks, Grants Administrator.

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PLEASE ADD TO YOUR AGENDA

January 22, 2009

1. Draft resolution: Create Fund 6800, Storm Water Management (Department of Budget and Financial Management)/09-000056.
2. January 21, 2009 correspondence from County Auditor Janet Esposito, regarding the Commissioners' travel policy/Human Resources Department to draft a policy for Board review.
3. Draft resolution: January 15, 2009 correspondence from Jeannine Alexander, PetSmart, regarding grant award of \$10,000.00 for the Portage County Dog Warden's Office spay/neuter program/09-0057.
4. January 21, 2009 e-mail from Jon Barber, Office of Homeland Security and Emergency Management, regarding the Portage County Volunteer Reception Center Training on Thursday, January 29, 2009. Does the Board wish to attend lunch/Board of Commissioners not able to attend due to scheduling conflicts

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INFORMATION ONLY

January 22, 2009

1. The Board of Commissioners received the Portage County District Library meeting minutes from December 18, 2008.
2. January 14, 2009 correspondence from Michael Hiler, Ohio Department of Development, including a notice of project specific release of funds respecting environmental grant conditions for Fire Protection Facility & Equipment ER Pre-Release/County Fire Protection – Grant No. B-E-08-062-1.
3. The Board of Commissioners received the Reminger Report dated January 14, 2009.
4. January 14, 2009 memo from Shelley Wilson, Ohio Department of Taxation, regarding General Reappraisal for real property and Triennial Update for real property.
5. The Board of Commissioners received a notice that the Johnson Miller Schmitz LLP is moving effective January 26, 2009 to 635 W. Lakeside Ave., Suite 600, Cleveland, OH.

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Journal Entry

January 22, 2009

Motion by Christopher Smeiles, seconded by Maureen T. Frederick to approve the following actions:

1. The Board of Commissioners acknowledged the receipt of the January 13, 2009 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, 2009, as presented by the Portage County Auditor.
2. The Board of Commissioners acknowledged the receipt of the January 13, 2009 Amended Certificate of Estimated Resources for the year beginning January 1, 2009, as submitted by the Portage County Budget Commission.
3. The Board of Commissioners acknowledged the receipt of the January 13, 2009 resignation letter from Bridget Susel from the Tax Incentive Review Council (TIRC) representing the City of Kent.
4. The Board of Commissioners authorized payment of \$1,452 for Portage County’s local match to the Area Agency on Aging, 10B, Inc. for the time period October 1, 2008 through September 30, 2009, as presented by Joseph Ruby, Area Agency on Aging. The Board of Commissioners will forward the original invoice to the Portage County Senior Service Center for payment.
5. The Board of Commissioners authorized payment of Invoice No. 82926 dated February 8, 2009 for bond renewal of Policy No. 9253143 for Judge/Clerk Thomas Carnes, Juvenile Division, at a cost of \$394.00 and Invoice No. 82927 dated February 8, 2009 for bond renewal of Policy No. 8253144 Judge/Clerk Thomas Carnes, Probate Division, at a cost of \$ 394.00, as presented by the Jack Kohl Insurance Agency. Original bonds to be forwarded to the Portage County Treasure’s office.
6. The Board of Commissioners authorized payment of the January 15, 2009 Invoice from the Eleventh District Court of Appeals for the 2008 Portage County transactions/pro rata share of costs in the amount of \$73,576.45.
7. The Board of Commissioners acknowledged the receipt of the Weekly Report of Kennel population for the week ending January 18, 2009, as presented by Portage County Dog Warden Dave McIntyre. The Board of Commissioners acknowledged the receipt of \$800 in Court Donations.

8. 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
Job & Family Services	Social Service Worker 3 Intake Unit (Replacing Dee James)	JFS J	Post Internally and Externally

9. The Board of Commissioners signed the Personnel Action Form acknowledging the separation (deceased) of Lordean Robison, Case Manager for the Department of Job and Family Services, effective January 18, 2009, as presented by Human Resources Department Director Karen U’Halie and approved by Department of Job & Family Services Director Anita Herington.
10. The Board of Commissioners accepted the recommendation of Water Resources Department Director Harold Huff and authorized the return of sewer fees for two unused sewer permits in the amount of Fifty Eight Thousand Four Hundred Fifty Dollars and No Cents (\$58,450.00) to Shady Lake Apartments of Streetsboro. The Board of Commissioners noted that the developer requested this refund because plans to construct addition multi-family buildings at this site in Streetsboro were abandoned. The Board of Commissioners further noted that the original refund request for Fifty Eight Thousand Six Hundred Thirty Dollars and No Cents (\$58,630) was reduced by \$180 (\$90 for each sewer permit issued) since those fees are non-refundable.
11. The Board of Commissioners authorized Portage County Department of Job and Family Services Director Anita Herington to sign the Memorandum of Understanding between the Portage Metropolitan Housing Authority (PMHA) and the Portage County Department of Job and Family Services for the Family Unification Program (“FUP).
12. The Board of Commissioners authorized Portage County Department of Job and Family Services Director Anita Herington to serve on the Portage County Community Health Center Advisory Board.

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 **January 22, 2009**. There being no further business to come before the Board, it was moved by Christopher Smeiles, seconded by Maureen T. Frederick to adjourn the official meeting at **12:05 PM**. All in favor, motion carries.

Charles W. Keiper II, President

Maureen T. Frederick, Vice President

Christopher Smeiles, Board Member

Deborah Mazanec, Clerk

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