

Tuesday, January 27, 2009

The Board of County Commissioners met in regular session on **Tuesday, January 27, 2009 at 9:30 AM** with the following members present:

Charles W. Keiper II

Maureen T. Frederick

Christopher Smeiles

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It was moved by Maureen T. Frederick, seconded by Christopher Smeiles to approve the meeting minutes of the January 22, 2009 meeting. All in favor, motion carries

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

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CONNECT OHIO

Present: Northeast Region Field Director David Davidson, Brian Kelley, Charlene Badger

Governor Strickland has launched Connect Ohio, a public-private partnership that will help expand broadband services across the state by working with local communities and providers to map gaps in access with the goal of creating customized support for local communities to meet their individual technological needs while helping expand broadband service to all residents and businesses.

Connect Ohio Initiatives, LLC, is a subsidiary of Connected Nation and will operate as a non-profit with a headquarters in Columbus. Connect Ohio's three-year strategy involves a partnership between the state and broadband providers to create detailed maps of broadband coverage in order to accurately pinpoint remaining gaps in broadband availability in Ohio.

Connect Ohio will also work to establish public-private partnerships that will assist in supplying computers to areas that have broadband service but lack computer access.

The Connect Ohio model is based on community-specific needs, allowing private providers, the state and community partners to develop customized plans for broadband service in their areas. Connect Ohio will conduct annual, quantitative surveys on the use of and access to broadband services and computing applications. Using this data, teams in each county will analyze the situation in their community to determine the necessary level of support and technical guidance needed to expand access.

The local expansion efforts will boost the supply of broadband consumers and create a growing demand for broadband services across Ohio.

The executive director of Connect Ohio will hire staff members, including regional program managers to build teams and facilitate local planning. The Ohio Office of Information Technology, in collaboration with the Ohio Broadband Council, will oversee Connect Ohio's work.

The state wants to be certain that Ohio is ready to secure funding for broadband services, once funding becomes available.

Mr. Davidson will provide a list of invitees (county, municipalities, school leaders, business & industry representatives, agriculture representatives, tourism representatives, healthcare representatives, and community based organizations etc.) to a community meeting for the Board of Commissioners to review. The Board agreed to ask Record-Courier Reporter Mike Sever to write a story about the upcoming community meeting for the broadest notice. The Board of Commissioners also agreed that Charlene Badger should be their point person for dealing with Mr. Davidson.

There was discussion regarding the meeting location, which could involve 30-35 attendees for the first meeting. Executive Assistant Charlene Badger to oversee the details for that initial meeting.

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PROSECUTOR

Present: Denise Smith

Review of Prosecutor’s Pending List

Attorney Smith advised that she reviewed the Joint Justice Center MOU and has some questions that may be answered at today’s meeting in Kent. Denise Smith advises that this MOU is a “good faith agreement” and not binding. Attorney Smith plans to attend today’s meeting.

Prosecutor’s Correspondence

1. December 24, 2008 correspondence from Denise Smith regarding a system of preferences for local bidders/Clerk has drafted the required resolution. JoAnn Townend to bring this back at her next Board of Commissioners’ meeting.
2. January 23, 2009 e-mail from Denise Smith to JoAnn Townend, regarding an employment issue for Sheriff’s Department employees/Executive Session item today.
3. January 21, 2009 correspondence from Denise Smith to Ben Sutton, Edward H. Sutton Insurance Agency Inc., regarding a Nursing Home issue/Executive Session item today.
4. January 23, 2009 e-mail from Denise Smith to Safety/Loss Control, Internal Services and General Services regarding flood repair work/Information only.

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10:25 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Maureen T. Frederick**, seconded by **Christopher Smeiles** that the Board of Commissioners move into executive session to conference with an attorney for the public body concerning disputes involving the public body that are the subject of imminent court action and to consider a Sheriff’s employment issue. **Also present:** Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

10:50 AM Upon conclusion of the above referenced discussion, it was moved by **Maureen T. Frederick** , seconded by **Christopher Smeiles** 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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BUILDING DEPARTMENT

Present: CBO Bob Wrentmore, Attorney Leigh Prugh

Staff Salary Increase

CBO Wrentmore advised that five of his staff members have acquired Notary Licenses allowing the department to be “one-stop shop”. He would like to provide an increase to staff since they obtained their licenses. Commissioner Keiper noted that there is a value to having staff with such a license. The CBO agreed that it is also a benefit for residents who come in.

Commissioner Frederick noted that there are others who have obtained Notary Licenses in other departments and elected official’s offices who are not being compensated for having a Notary License. The CBO responded that may be true but he is concerned about his department only.

Commissioner Smeiles asked if contractors have to sign a notarized affidavit? The CBO responded that contractors must provide different information but homeowners must sign an affidavit that must be notarized. Commissioner Smeiles is concerned about the other Notaries countywide who may want compensation for having that license. Would it be possible to remove the requirement for the homeowner to sign the affidavit? The CBO responded that the affidavit states that the homeowner is making the repairs and not hiring a contractor, taking full responsibility for the project. The Building Department is not in favor of a homeowner being their own general contractor.

Commissioner Smeiles stated that he is fine with paying for the staffs’ licensing and other fees but is not comfortable with an hourly increase. Commissioner Frederick stated that it looks like the CBO has promised staff that he would ask the Commissioners for the increase. The Board of Commissioners declined to approve a pay increase for staff but agreed to reimburse staff for costs incurred and to pay for re-licensing in the future.

Court Summons

The CBO and Attorney Leigh Prugh discussed with the Board of Commissioners the CBO’s intent to issue summons to court for violations of the building code like occupying a home without an occupancy certificate. Commissioner Smeiles stated that he is fine with going to court for most cases but would like to work with residents on other “gray” issue like moving into a home without an occupancy certificate. The CBO advised that the department will not take those kind of issues to court without trying to work details out with the homeowner and do “due diligence”, making every effort to resolve issues before going to court. The Board of Commissioners agreed that the CBO should move forward with this plan.

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WATER RESOURCES

Present: Harold Huff, Louie Munoz, Jeff Lonrick

1. RESOLUTION - Establishing and amending miscellaneous charges and fees of the Water Resources Department and Replacing Resolution No. 08-0229 adopted March 11, 2008./09-64
2. 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. FR-2 (07-210), Lake Royale Pump Station Upgrade, in the Portage County Regional Sewer District./HOLD

3. RESOLUTION - Enter into a grant agreement between the United States Army Corp of Engineers, Neighborhood Development Services, Inc. and the Portage County Board of Commissioners relative to the Ravenna Training and Logistics site, Project Nos. PC-W (08-120) and PC (08-130), in Portage County Regional Sewer District, Windham Township./09-65
4. RESOLUTION - Rescinding Resolution 08-0642 Authorizing Howe Road Trunk Sewer Repair, Project No. BR-2 (08-200)./09-66
5. SIGNATURES - Approval of H. Luli Construction to be called out for emergency and specialized general contractor services./Journal Entry
6. The Board of Commissioners accepted the recommendation of Harold Huff and authorized 3% salary increases, effective December 29, 2008, for Water Resources Department management staff/Journal Entry

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DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT

Present: Audrey Tillis

Resolutions

1. General Fund Amendments to the Annual Appropriation Resolution:/09-67
 - a. Commissioners Other, Supplemental – ORC Humane Officer, BOC Resol. 08-1197 Balance, Riddle Block Renovation BOC JE 12/4 #17
 - b. Building Security, Supplemental – Security Camera/ Access Contract
 - c. Senior Center, Supplemental – JFS Contracts – Rev Supported
 - d. Prosecutor, Supplemental – JFS Contract Rev Supported
 - e. Sheriff’s Department, Supplemental – JFS Contracts – Rev Supported
 - f. Public Defender Commission, Supplemental – BOC Resolution 08-1197 Balance
2. Other Funds Amendments to the Annual Appropriation Resolution:/09-67
 - a. Fund 1003, Real Estate Assessment – Supplemental, Projected Need
 - b. Fund 1013, Help America Vote Act – Supplemental, Carryover of Grant Fund
 - c. Fund 1122, Adult Probation – Transfer and Supplemental, Projected Need
 - d. Fund 1123, Community Integration Soc CISP – Supplemental, 2009 Budget, Return Long Term Cash Advance, Return Short Term Cash Advance
 - e. Fund 1165, Homeland Security B – Supplemental, Cash Advance, SHSP Equipment Under 5,000, SHSP Equipment over 5,000
 - f. Fund 1191, Children’s Advocacy Center – Supplemental, Adjust 09 Grant Award, Balance of 08 Grant Expenses
 - g. Fund 1201, Motor Vehicle and Gas Tax – Transfer and Supplemental, Change Order – Tallmadge Rd Bridge, Reissue of 2008 P.O.
 - h. Fund 1251, CDBG County Formula – Supplemental, Appropriation to Finish Grant
 - i. Fund 1330, Dog and Kennel – Supplemental, Budget for New Grant
 - j. Fund 1412, JFS Help Me Grow Allocation – Supplemental, Projected Need
 - k. Fund 1460, Enforcement Protection Orders – Transfer and Supplemental, FY 09 Budget, Adjust to Actual, Return Cash Advance
 - l. Fund 1481, Prosecutors State Grant – Transfer, Amend Salary Lines
 - m. Fund 1491, Family Community SVS Po Co Inc – Supplemental, Adjust to Actual

- n. Fund 1900, Hike and Bike Trail Kent State – Supplemental, Return of Funds, Projected Administration of Hike & Bike Trail
 - o. Fund 4010, Prosecutor’s Building – Supplemental, Remaining Budget for 2009
 - p. Fund 5200, PCS General Administration – Transfer, To Move Budget Where Needed
 - q. Fund 5312, PCS State Route 44 Vacuum – Supplemental, 2009 Budget
 - r. Fund 5400, PCW General Administration – Transfer, To Move Budget Where Needed
 - s. Fund 5401, Portage County Water Notes – Supplemental, Note Interest Payment
 - t. Fund 5507, PCW Cleveland to Aurora – Supplemental, Bond Counsel – Note, Contingency, Note Interest Payments, Note Issuance Costs
 - u. Fund 5600, StS General Administration – Transfer, To Move Budget Where Needed
 - v. Fund 6800, Storm Water Management – Supplemental, Projected Need
 - w. Fund 7216, WC Retro Rating Plan 2007 – Supplemental, Part of Grant Award
3. Cash Advance from Fund 0001, General Fund to Fund 1165, Homeland Security B (SHSP)/09-69
 4. Cash Advance from Fund 0001, General Fund to Fund 6800, Storm Water Management/09-70
 5. Cash Advance Repayment from Fund 1123, Community Integration Soc CISP to Fund 0001, General Fund/09-71
 6. Transfer from Fund 0001, General Fund to Fund 4002, Multi Purpose Cu ACQ & Rehab/09-72
 7. Close Fund 4207, Sandy Lake Rd Bridge Replacement/09-73

Updates

8. The Director presented the Compensation Review for the General Fund only
9. The Director presented the legal costs estimate for the Public Defender/Clerk to bring back a resolution to increase the resolution amount

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RESOLUTION No. 09-0058 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Maureen T. Frederick, seconded by Christopher Smeiles 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 27, 2009 in the total payment amount of **\$861,534.05 for Funds 0001-7001** 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:

RESOLVED,

that it is hereby found and determined that all formal actions of this Board concerning and relation 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 as follows:

Christopher Smeiles; Yea

Charles W Keiper II; Yea

Maureen T. Frederick; Yea

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RESOLUTION No. 09-0062

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RE: AUTHORIZATION TO INCREASE THE CASH DRAWER AMOUNT FOR THE PORTAGE COUNTY CLERK OF COURTS – COMMON PLEAS DIVISION AND VERIFY AMOUNTS HELD IN THE CLERK OF COURT’S LEGAL DIVISIONS AND THE AUTO TITLE DEPARTMENT CASH DRAWERS.

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

WHEREAS,

the Portage County Board of Commissioners approved the following resolutions to increase the change amounts held by the Clerk of Courts offices:

- Resolution 07-0319 adopted April 3, 2007
- Resolution 07-0396 adopted April 26, 2007
- Resolution 07-0481 adopted May 17, 2007
- Resolution 07-0553 adopted June 6, 2007
- Resolution 08-0858 adopted August 28, 2007
- Resolution 08-1063 adopted October 28, 2008; and

WHEREAS,

each of the Clerk of Court’s divisions had prior change; and

WHEREAS,

for auditing purposes, the Clerk of Court is requesting that the Board of County Commissioners adopt this resolution verifying the total amount of change in each of the Clerk of Court’s legal divisions and the Auto Title department; and

WHEREAS,

the Portage County Clerk of Courts requests an increase in the amount of cash held in her Common Pleas legal division by \$30.00 (from \$240 to \$270) to provide change to the clients of the division; now therefore be it

RESOLVED,

that the Portage County Board of Commissioners approves the following amounts as the total amount of change to be held by the Clerk of Court’s Divisions:

Division	Amount
Ravenna Traffic Division	\$ 300

WHEREAS,

Ohio Revised Code Section 4931.45, Amendment of Plan, requires that the Portage County Final Plan be amended in accordance with the requirements provided in ORC Sections 4931.42 to 4931.44, which call for the Board of Commissioners to convene the Portage County 9-1-1 Committee; now therefore be it

RESOLVED,

that the Portage County Board of Commissioners agrees to convene the Portage County 9-1-1 Planning Committee on February 10, 2009 at 2:30 PM in the Portage County Commissioners' Board Room for the following:

1. To acknowledge the reduction in the wireless 9-1-1 monthly charge from 32 cents per month to 28 cents per month, effective January 1, 2009; and
2. To acknowledge that Portage County will receive a minimum annual disbursement from the Wireless 9-1-1 Government Assistance Fund of \$90,000 in accordance with ORC 4931.64 (B)(2); and
3. To determine the manner of disbursement (not to exceed five PSAPs) of the wireless monies for the time period January 1, 2009 through December 31, 2012; and
4. To address any other amendments to the Final Plan that come before the Planning Committee; 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. 09-0064

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RE:

ESTABLISHING AND AMENDING MISCELLANEOUS CHARGES AND FEES OF THE WATER RESOURCES DEPARTMENT AND REPLACING RESOLUTION NO. 08-0229 ADOPTED MARCH 11, 2008.

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

WHEREAS,

the Portage County Water Resources Department provides laboratory daily testing for sanitary sewer and water samples, the department provides copies of plans, the department provides sewer and water permit inspections, the department provides plans review services, the departments provides water meters, the department provides tank truck rentals, and the department provides other miscellaneous services; and

WHEREAS, some testing equipment and material costs have increased since the last Miscellaneous Rate Resolution was passed in 2008; and

WHEREAS, fee increases are necessary to continue to provide accurate test results as required by the Ohio Environmental Protection Agency and the State Health Department and to have all those receiving the services pay their proper share of the costs; and

WHEREAS, the Portage County Sanitary Engineer has reviewed the schedule of fees and miscellaneous charges of his department and recommends that this Board make the adjustments herein provided for; now therefore be it

RESOLVED, by the Board of County Commissioners of Portage County, Ohio, that the fees and charges shown herein are hereby adopted for persons, firms, corporations or organizations utilizing the Sanitary Sewer System, Water Distribution system, or the services of the Portage County Water Resources Department (PCWRD).

SECTION 1. GENERAL FEES

1. Copies-Prints-Reproductions

A. Mylar Reproductions
24" x 36" Mylar Reproduction \$ 10.00

B. Plotter Pictures – Color type

1. Photo Quality Paper

D-SIZED PRINTS (24"X 36") \$ 17.00
E-SIZED PRINTS (36"X 48") \$ 22.00

2. 20 lb. paper

D-SIZED PRINTS (24"X 36") \$ 6.50
E-SIZED PRINTS (36"X 48") \$ 12.50

3. 32 lb. paper

D-SIZED PRINTS (24"X 36") \$ 7.25
E-SIZED PRINTS (36"X 48") \$ 14.00

4. 46 lb. paper

D-SIZED PRINTS (24"X 36") \$ 7.50
E-SIZED PRINTS (36"X 48") \$ 14.50

5. Smaller Size Photo Quality Paper

8 ½"x 11"	\$ 0.90
11"x 17"	\$ 1.75
12"x 18"	\$ 8.50
20"x 30"	\$ 14.00

6. Smaller Size Non-Photo Quality (32 LB Bond Paper)

8 ½" x 11"	\$ 0.50
11"x 17"	\$ 1.00
12" x 18"	\$ 3.00
20"x 30"	\$ 5.00

C. Standard Copies (black & white)

8 ½" x 11" Xerox Copy	\$ 0.05
8 ½" x 14" Xerox Copy	\$ 0.05
11" x 17" Xerox Copy	\$ 0.05
12" x 18" Xerox Print	\$ 1.00
24" x 36" Xerox Print	\$ 2.00

2. Laboratory Services

That the schedule of fees for laboratory services is as follows:

<u>Test</u>	<u>Charge Per Sample (Without Transportation)</u>
A. Total Coliform	\$ 13.00
B. Fecal Coliform	\$ 13.00
C. Alkalinity	\$ 13.00
D. Hardness	\$ 13.00
E. pH	\$ 11.00
F. AA-Iron	\$ 10.00
G. AA-Manganese	\$ 10.00
H. Phosphate	\$ 15.00
I. Chloride	\$ 13.00
J. Fluoride	\$ 12.00
K. CBOD5/Dissolved Oxygen	\$ 13.00
L. Total Suspended Solids	\$ 14.00
M. Oil and Grease	\$ 48.00
N. Ammonia	\$ 13.00
O. Nitrites	\$ 20.00
P. Nitrates	\$ 20.00
Q. Calibrate Chlorine Test Kit	\$ 40.00
R. Total Solids	\$ 14.00
S. Percent Volatile	\$ 14.00
T. AA - Heavy Metals	\$ 25.00

U. Digestion	\$ 14.00
V. TKN	\$ 34.00
W. COD	\$ 34.00
X. Activated Sludge Examination	\$ 15.00
Y. NPDES Reports	\$ 50.00
Z. Total Dissolved Solids	\$ 12.00
AA. Vector Reduction	\$ 18.00
AB. Turbidity	\$ 9.00
CC. Water Line Test – Sample	\$ 13.00

Water for disinfection and filling of new water mains PCWRD will provide, without charge, water for the initial disinfection and the subsequent filling of new water mains; if repeat disinfection and filling of the water main is required due to a failed bacteriological test, the contractor shall pay for all water used after the initial disinfection and filling at the bulk water user rate currently in effect for the actual volume used by the contractor

Disinfection and bacteriological testing of new water mains it is the contractor's responsibility to provide all materials, labor and equipment to perform disinfection of any newly installed water main; further it is the contractor's responsibility to dispose of the chlorinated water. PCWRD will provide, without charge, the sample collection and bacteriological testing of new water mains; if repeat testing is required due to a disinfection failure, the contractor shall be required to pay for all subsequent sampling and testing at \$30.00 hr & \$13.00 for each additional bacteriological sample. Overtime cost for laboratory services clients or contractors will be billed at a minimum of three hours at the overtime rate plus the cost of analysis for samples that are analyzed on off hours.

3. Permits

<u>Permit Class</u>	<u>On Site Inspection Time</u>	<u>Permit Fee</u>
Residential Sewer Permit for new structure	1 Scheduled Inspection during normal working hours.	\$ 100.00
Residential Sewer Permit for existing structure	2 Scheduled Inspections during normal working hours.	\$ 140.00
Residential Water Permit	1 Scheduled Inspection during normal working hours.	\$ 100.00
Residential Water Permit (when meter pit required)	2 Scheduled Inspections during normal working hours.	\$ 140.00
Residential	1 Scheduled Inspection during	\$ 50.00

Sewer/Water normal working hours.
Reconnect, Disconnect, or Repair

4. Project Approval Fees

Water Only Plans:
Project Set-up Fee, \$ 400.00
Includes Project Approval
for Improvement Plans up to 6,000LF

Supplementary Approval Charge \$ 0.05 per linear foot
For improvement plans over
6,000 linear feet in total length

Sewer Only Plans:
Project Set-up Fee, \$ 400.00
Includes Project Approval
for Improvement Plans up to 3,000LF

Supplementary Approval Charge \$ 0.10 per linear foot
for improvement plans over
3,000 linear feet in total length

Water and Sewer Plans:
Project Set-up Fee, \$ 400.00
Includes Project Approval
for Improvement Plans up to 4,000LF

Supplementary Approval Charge \$ 0.075 per linear foot
for improvement plans over
4,000 linear feet in total length

5. Tank Truck Rental

4000 gallon tanker - \$ 140.00 per hour plus labor

Labor calculated on current equipment operator rates plus 100%. Labor after 4:00 pm, on weekends or holidays calculated at one and one-half (1.5) times the regular rate of pay plus 100%.

Note: One (1) hour minimum during normal working hours (7:30 AM through 4:00 PM, Monday through Friday). Three (3) hour minimum all other times.

6. Water Meters – Master Meter 3G DS, Cubic Foot read with radio read Register & Couplings fee (each meter includes one set of couplings)

5/8 inch x 3/4 inch standard meter \$ 200.00
5/8 inch x 3/4 inch flex meter \$ 205.00

3/4 inch meter	\$ 255.00
1 inch meter	\$ 280.00
Water Meter Couplings	

5/8" to 3/4" Meter Couplings	\$ 15.00
1" Meter Couplings	\$ 20.00

Note: Meters larger than 1 inch must be special ordered and installed by the owner or contractor.

7. Miscellaneous Charges

Service or Item	<u>Charge</u>
Contractor Registration (annual fee)	\$ 35.00
Disk - with drawings (each disk)	\$ 5.00
Fax - incoming (each)	\$ 0.25
Fax - outgoing (each)	\$ 0.50
Hydrant Meter Installation	\$ 25.00
Hydrant Meter Removal	\$ 25.00
Mobile Homes - Lock Pad (Sewer)	\$ 20.00
Mobile Homes - Unlock Pad (Sewer)	\$ 20.00
Mobile Homes - Locking Hardware	\$ 15.00
Rules and Regulations (each copy)	\$ 15.00
Standard Specifications Book	\$ 15.00
Water Service - Turn Water on	\$ 25.00
Water Service - Turn Water off	\$ 25.00
Water Service - Rescheduling Fee	\$ 25.00

SECTION 2. Any miscellaneous resolution or resolutions heretofore adopted by this Board fixing or revising county charges herein specified, including without limitation, Resolution No. 08-0220, adopted March 11, 2008, by this Board, be and the same are hereby replaced as of the effective date of this Resolution.

SECTION 3. That this resolution shall take effect and be in full force as of January 1, 2009.

SECTION 4. 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 as Follows:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0065 - **RE: ENTER INTO A GRANT AGREEMENT BETWEEN THE UNITED STATES ARMY CORP OF ENGINEERS, NEIGHBORHOOD DEVELOPMENT SERVICES, INC. AND THE PORTAGE COUNTY BOARD OF COMMISSIONERS RELATIVE TO THE RAVENNA TRAINING AND LOGISTICS SITE, PROJECT NOS. PC-W (08-120) AND PC (08-130), IN PORTAGE COUNTY REGIONAL SEWER DISTRICT, WINDHAM TOWNSHIP.**

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

WHEREAS, this Board of Commissioners passed on March 25, 2008, Resolution 08-0271 authorizing the preparation of plans, specifications and estimate of cost for Project No. PC-W (08-120), Ravenna Training and Logistics Site (Ravenna Ordnance Plant) Potable Water System and Facilities; and

WHEREAS, this Board of Commissioners passed on March 25, 2008, Resolution 08-0272 authorizing the preparation of plans, specifications and estimate of cost for Project No. PC (08-130), Ravenna Training and Logistics Site (Ravenna Ordnance Plant) Sanitary Sewer System and Facilities; and

WHEREAS, Project Nos. PC-W (08-120) and PC (08-130) are hereinafter collectively referred to as the "Project"; and

WHEREAS, portions of the Project are eligible for federal grant funding under Section 594 of the Water Resources Development Act of 1999, Public Law 106-53, hereinafter referred to as "Section 594"; and

WHEREAS, the Section 594 grant requires non-federal sponsors, which are the Portage County Board of Commissioners and Neighborhood Development Services, Inc., hereinafter referred to as "non-federal sponsors"; and

WHEREAS, the Section 594 grant award is in the total amount of \$984,000, and will be administered by the United States Army Corps of Engineers; and

WHEREAS, the United States Army Corps of Engineers projects to incur \$40,000 of the total \$984,000 Section 594 grant to pay for their Project administration costs; and

RESOLUTION No. 09-0067

RE: AMENDMENT TO THE GENERAL FUND 2009 ANNUAL
APPROPRIATION RESOLUTION NO. 08-1181
ADOPTED DECEMBER 11, 2008

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

RESOLVED, that it has become necessary to amend the General Fund 2009 Annual Appropriation in the amounts and for the purposes set forth in the enumeration shown below,

		<u>Increase</u>	<u>Decrease</u>
Fund: 0001	General Fund		
	010 Commissioners Other		
00104	Commissioner Other CS	27,820	0
00107	Commissioner Other OE	0	34,047
00109	Commissioner Other ME	431,405	0
	MEMO TOTAL	<u><u>\$ 459,225</u></u>	<u><u>\$ 34,047</u></u>

Note: ORC Humane Officer BOC Resol. 08-1197 Bal. Rid Bl Rennov BOC JE 12/4 #17

	015 Building Security		
00154	Building Security CS	100	0
	MEMO TOTAL	<u><u>\$ 100</u></u>	<u><u>\$ -</u></u>

Note: Security Camera/ Access

	055 Senior Center		
00554	Senior Center CS	21,976	0
	MEMO TOTAL	<u><u>\$ 21,976</u></u>	<u><u>\$ -</u></u>

Note: JFS Contracts - Rev

	300 Prosecutor		
03023	Prosecutor Ch Welfare Fringes	10,176	0
0302D	Prosecutor Ch Welfare Full-Tim	29,370	0
	MEMO TOTAL	<u><u>\$ 39,546</u></u>	<u><u>\$ -</u></u>

Note: JFS Contracts - Rev

		<u>Increase</u>	<u>Decrease</u>
700 Sheriff's Department			
07603	Sheriff - Children Srv Fringes	49,063	0
07605	Sheriff - Children Svcs MS	2,000	0
0760D	Sheriff - Children Sv FullTime	108,584	0
0760M	Sheriff - Children Sv Overtime	10,000	0
	MEMO TOTAL	<u><u>\$ 169,647</u></u>	<u><u>\$ -</u></u>

Note: JFS Contracts - Rev

920 Public Defender Commission			
09204	Public Defender CS	6,127	0
	MEMO TOTAL	<u><u>\$ 6,127</u></u>	<u><u>\$ -</u></u>

Note: BOC Resol. 08-1197 Bal.

TOTAL MEMO BALANCE ALL AMENDMENTS		<u><u>\$ 696,621</u></u>	<u><u>\$ 34,047</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:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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		<u>Increase</u>	<u>Decrease</u>
Fund: 1123	Community Integration Soc CISP		
	590 Adult Probation		
11233	Comm Integra Soc CISP Fringes	46,310	0
11239	Comm Integr Soc CISP ME	48,800	0
1123D	Comm Integr Soc CISP Full Time	100,610	0
	MEMO TOTAL	<u><u>\$ 195,720</u></u>	<u><u>\$ -</u></u>

Note: 2009 Budget RETURN LONG TERM CASH ADV RETURN SHORT TERM CASH
ADV

Fund: 1165	Homeland Security B (SHSP)		
	930 Emergency Management Agency		
11655	Homeland Security B (SHSP) MS	49,361	0
11656	Homeland Security B (SHSP) CO	14,000	0
11659	Homeland Security B (SHSP) ME	26,936	0
	MEMO TOTAL	<u><u>\$ 90,297</u></u>	<u><u>\$ -</u></u>

Note: Cash Advance SHSP Eq Under 5,000 SHSP Eq over 5,000

Fund: 1191	Childrens Advocacy Center		
	001 Commissioners		
11914	Local Law Enforce CS	12,500	13,335
	MEMO TOTAL	<u><u>\$ 12,500</u></u>	<u><u>\$ 13,335</u></u>

Note: ADJUST 09 GRANT AWARD BALANCE OF 08 GRANT EXPENSES

Fund: 1201	Motor Vehicle And Gas Tax		
	800 Engineer's Department		
12014	Motor Vehicle/Gas Tax CS	26,532	0
12016	Motor Vehicle/Gas Tax CO	97,517	26,532
	MEMO TOTAL	<u><u>\$ 124,049</u></u>	<u><u>\$ 26,532</u></u>

Note: CHANGE ORDER - TALL RD BRIDGE REISSUE OF 2008 P.O.

Fund: 1251	CDBG County Formula		
	081 Community Development		
12514	CDBG Conty Formula CS	7,408	0
	MEMO TOTAL	<u><u>\$ 7,408</u></u>	<u><u>\$ -</u></u>

Note: Appropriation to finish grant

	<u>Increase</u>	<u>Decrease</u>
Fund: 1321 Indig Driver Alcohol Mon Muni		
520 Municipal Court		
13214 Indig Driv Alc Monitor CS	24,000	0
MEMO TOTAL	<u><u>\$ 24,000</u></u>	<u><u>\$ -</u></u>

Note: PROJECTIVE NEED

Fund: 1330 Dog And Kennel		
045 Dog And Kennel		
13304 Dog Kennel - Warden CS	8,821	0
13305 Dog Kennel - Warden MS	1,179	0
MEMO TOTAL	<u><u>\$ 10,000</u></u>	<u><u>\$ -</u></u>

Note: BUDGET FOR NEW GRANT

100 Auditor		
93307 Dog Kennel - Auditor OE	24	0
MEMO TOTAL	<u><u>\$ 24</u></u>	<u><u>\$ -</u></u>

Note: Repayment of double payments

Fund: 1412 JFS Help Me Grow Allocation		
051 Job And Family Services		
14123 JFS Help Me Grow Fringes	15,350	0
14124 JFS Help Me Grow CS	108,317	0
14125 JFS Help Me Grow MS	34,955	0
14127 JFS Help Me Grow OE	500	0
1412D JFS Help Me Grow Full Time	24,000	0
1412E JFS Help Me Grow Part Time	19,000	0
1412M JFS Help Me Grow Overtime	700	0
1412O JFS Help Me Grow Retirement	157	0
MEMO TOTAL	<u><u>\$ 202,979</u></u>	<u><u>\$ -</u></u>

Note: Projected need

		<u>Increase</u>	<u>Decrease</u>
Fund: 1460	Enforcement Protection Orders		
	010 Commissioners Other		
14604	Enforcemt Protection CS	6,026	11,904
14609	Enforcemt Protection ME	28,400	0
	MEMO TOTAL	<u><u>\$ 34,426</u></u>	<u><u>\$ 11,904</u></u>

Note: FY 09 BUDGET ADJUST TO ACTUAL RETURN CASH ADVANCE

	300 Prosecutor		
14603	Enforcemt Protection Fringes	130	5,713
14604	Enforcemt Protection CS	3,500	0
14605	Enforcemt Protection MS	1,368	0
1460D	Enforcemt Protection Full-Time	0	10,519
	MEMO TOTAL	<u><u>\$ 4,998</u></u>	<u><u>\$ 16,232</u></u>

Note: ADJUST TO ACTUAL FY 09 BUDGET

	590 Adult Probation		
14603	Enforcemt Protection Fringes	170	6,057
14604	Enforcemt Protection CS	2,500	0
14605	Enforcemt Protection MS	684	0
1460D	Enforcemt Protection Full-Time	873	9,017
	MEMO TOTAL	<u><u>\$ 4,227</u></u>	<u><u>\$ 15,074</u></u>

Note: FY 09 BUDGET ADJUST TO ACTUAL FY09 BUDGET

Fund: 1481	Prosecutors State Grant		
	300 Prosecutor		
1481D	Prosecutor State Gra Full Time	0	18,096
1481E	Prosecutor State Gra Part Time	18,096	0
	MEMO TOTAL	<u><u>\$ 18,096</u></u>	<u><u>\$ 18,096</u></u>

Note: AMEND SALARY LINES

Fund: 1491	Family Community SVS Po Co Inc		
	001 Commissioners		
14914	Family Community SVS Po Co CS	0	2,990
	MEMO TOTAL	<u><u>\$ -</u></u>	<u><u>\$ 2,990</u></u>

Note: ADJUST TO ACTUAL

	<i>Increase</i>	<i>Decrease</i>
Fund: 1900 Hike and Bike Trail Kent State		
800 Engineer's Department		
19004 Hike and Bike Trail Kent St CS	8,686	0
MEMO TOTAL	<u><u>\$ 8,686</u></u>	<u><u>\$ -</u></u>

Note: HIKE & BIKE TRAIL RTN OF FUNDSPROJ ADMIN HIKE & TRAIL

Fund: 4010 Prosecutor's Building		
012 Central Purchasing Services		
40104 Prosecutor's Building CS	10,000	0
MEMO TOTAL	<u><u>\$ 10,000</u></u>	<u><u>\$ -</u></u>

Note: Remaining budget for 2009

Fund: 5200 PCS General Administration		
060 Water Resources		
52004 Portage County Sewer CS	4,265	0
52005 Portage County Sewer MS	250	0
52006 Portage County Sewer CO	70,000	0
52007 Portage County Sewer OE	400	0
52009 Portage County Sewer ME	0	75,265
5200E Portage County Sewer Part Time	350	0
MEMO TOTAL	<u><u>\$ 75,265</u></u>	<u><u>\$ 75,265</u></u>

Note: TO MOVE BUDGET TO WHERE

Fund: 5312 PCS State Route 44 Vacuum		
060 Water Resources		
53126 PCS State Route 44 Vacuum CO	216,391	0
MEMO TOTAL	<u><u>\$ 216,391</u></u>	<u><u>\$ -</u></u>

Note: 2009 BUDGET

	<i>Increase</i>	<i>Decrease</i>
Fund: 5400 PCW General Administration		
060 Water Resources		
54004 Portage County Water CS	17,615	0
54005 Portage County Water MS	1,000	0
54006 Portage County Water CO	570,000	0
54009 Portage County Water ME	0	588,825
5400E Portage County Water Part Time	210	0
MEMO TOTAL	\$ 588,825	\$ 588,825

Note: TO MOVE BUDGET TO WHERE

Fund: 5401 Portage County Water Notes		
060 Water Resources		
54018 Portage County Water Notes DE	3,993	0
MEMO TOTAL	\$ 3,993	\$ -

Note: NOTE INTEREST PAYMENT

Fund: 5507 PCW Cleveland to Aurora		
060 Water Resources		
55074 PCW Cleveland to Aurora CS	2,000	0
55076 PCW Cleveland to Aurora CO	294,500	0
55078 PCW Cleveland to Aurora DE	1,703,132	0
MEMO TOTAL	\$ 1,999,632	\$ -

Note: BOND COUNSEL - NOTE CONTINGENCY NOTE INTEREST PAYMENT NOTE ISSUANCE COSTS

Fund: 5600 StS General Administration		
060 Water Resources		
56004 Streetsboro Sewer CS	2,385	0
56005 Streetsboro Sewer MS	160	0
56009 Streetsboro Sewer ME	0	2,795
5600E Streetsboro Sewer Part Time	250	0
MEMO TOTAL	\$ 2,795	\$ 2,795

Note: TO MOVE BUDGET TO WHERE

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		<u>Increase</u>	<u>Decrease</u>
Fund: 6800	Storm Water Management		
	800 Engineer's Department		
68003	Storm Water Mgmt Fringes	377	0
68004	Storm Water Mgmt CS	176,600	0
6800A	Storm Water Mgmt Official Sal	8,450	0
	MEMO TOTAL	<u><u>\$ 185,427</u></u>	<u><u>\$ -</u></u>

Note: Projected Need

Fund: 7216	WC Retro Rating Plan 2007		
	018 Human Resources		
72165	WC Retro Rating Plan 2007 MS	20,067	0
	MEMO TOTAL	<u><u>\$ 20,067</u></u>	<u><u>\$ -</u></u>

Note: Part of Grant Award Projected Need

TOTAL MEMO BALANCE FOR ALL FUNDS	<u><u>\$ 3,967,161</u></u>	<u><u>\$ 773,888</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:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

*	*	*	*
RESOLUTION No. 09-0069	-	RE: CASH ADVANCE - FROM FUND 0001, GENERAL FUND TO FUND 1165, HOMELAND SECURITY B (SHSP)	

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

WHEREAS, Fund 1165 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 \$ 46,035.00:

FROM:

0001, GENERAL FUND

ORGCODE - 00100009

Debit Expense Account

Object 920000 – Advance Out \$ 46,035.00

TO:

HOMELAND SECURITY B (SHSP)

ORGCODE - 11659302

Credit Revenue Account

Revenue Source 290000 – Advance In \$ 46,035.00

and be it further

RESOLVED, that the cash advance will be repaid to the General Fund when grant revenue is received, 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:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0070 - RE: CASH ADVANCE - FROM FUND 0001, GENERAL FUND TO FUND 6800, STORM WATER MANAGEMENT

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

WHEREAS, Fund 6800 was created by the Portage County Board of Commissioners to properly control the processing of financial related transactions related to the Storm Water Management Utility Program, and

WHEREAS, the source of funding for this program will be paid from revenues from the Storm Water Management Utility Program that will be self supporting under O.R.C. Code sections

307.79 and/ or 6117.01 et seq., and

WHEREAS, there is a cash flow need of \$225,000.00 to fund current contracts and startup costs related to the Storm Water Management Utility Program, Fund 6800, until the revenue is received; now therefore be it

RESOLVED, that the following cash advance be made in the amount of \$ 225,000.00:

FROM:

FUND 0001, GENERAL FUND

ORGCODE - 00100009

Debit Expense Account

Object 920000 - Advances-Out \$ 225,000.00

TO:

FUND 6800, STORM WATER MANAGEMENT

ORGCODE - 68008002

Credit Revenue Account

Revenue Source 290000 - Advances-In \$ 225,000.00

and be it further

RESOLVED, that the cash advance will be repaid with revenues collected from the Storm Water Utility Program under O.R.C. Code sections 307.79 and/ or 6117.01 et seq., 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 Portage County Engineer's Office, 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:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0071

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RE:

**CASH ADVANCE REPAYMENT - FROM FUND 1123,
COMMUNITY INTEGRATION SOC CISP TO FUND 0001,
GENERAL FUND**

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

WHEREAS, according to Resolution No. 08-1224, adopted on December 23, 2008, a cash advance was made from the General Fund, Fund 0001 to Fund 1123, the Community Integration and Socialization Program Grant (CISP), until grant funds were received, and

WHEREAS, grant funds have been received in Fund 1123, now therefore be it;

RESOLVED, that the following cash advance repayment be made in the amount of \$ 12,800.00:

FROM:

FUND 1123 COMMUNITY INTEGRATION SOC CISP

ORGCODE – 11235959

Debit Expense Account

Object 921000 – Advance Out Returns \$ 12,800.00

TO:

FUND 0001, GENERAL FUND

ORGCODE- 00100002

Credit Revenue Account

Object 291000 – Advance In Repayment \$ 12,800.00

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 & Financial Management and the Adult Probation 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:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0072

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RE: TRANSFER - FROM FUND 0001, GENERAL FUND TO FUND 4002, MULTI PURPOSE CBu ACQ & REHAB

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

WHEREAS, the Portage County Board of Commissioners established a capital improvement project reserve in Fiscal 2007, in Fund 4002, Multi Purpose CBu ACQ & Rehab, and

WHEREAS, the Board approved Journal Entry, #17, on December 4, 2008 authorizing the Internal Services Director to pay the costs for the Department of Economic Development Riddle Block Construction project from Fund 4002, and

WHEREAS, the reserve is to be replenished by the General Fund carryover; now therefore be it

RESOLVED, that the following transfer of funds in the amount of \$206,405.00 from the General Fund to the capital improvement project reserve is authorized as follows:

FROM:

FUND - 0001

ORG CODE- 00100009

Debit Expense Account

Object 910000- TRANSFERS OUT \$ 206,405.00

TO:

FUND 4002 - MULTI PURPOSE CBu ACQ & REHAB

ORG CODE- 40020122

Credit Revenue Account

Revenue Source 280000 TRANSFERS IN \$ 206,405.00

and be it further

RESOLVED, that any unused portion of the transfer will be used for additional renovation projects to county buildings, 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 Internal Services 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:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0073

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RE:

CLOSING OF FUND 4207, SANDY LAKE RD BRIDGE REPLACMT

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

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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RESOLUTIONS

January 27, 2009

1. Approval of Meeting Minutes from the January 22, 2009 regular Board Meeting as presented.
2. Approve the Bills as presented by the County Auditor and reviewed by the Internal Auditor./09-58
3. Approve the Journal Vouchers as presented by the County Auditor./09-59
4. Approve the Then & Now as presented by the Portage County Auditor./09-60
5. Enter into a fee agreement with the Portage County Port Authority Board of Directors for Accounting Services for 2009 of Portage County Internal Auditor Carol Kurtz for the Portage County Port Authority./09-61
6. Authorization to increase the cash drawer amount for the Portage County Clerk of Courts – Common Pleas Division and verify amounts held in the Clerk of Court’s Legal Division and the Auto Title Department Cash Drawer./09-62
7. Authorizing the Portage County Engineer to participate in the Ohio Department of Transportation’s sodium chloride (rock salt) contract 18 for the 2009-2010 winter season./Hold
8. Authorize Portage County 9-1-1 planning committee to convene./09-63

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INVITATIONS/MEETING NOTICES

January 27, 2009

1. Invitation from United Way for the 3rd Annual Gourmet Gala on Sunday, February 22, 2009, 2:00-5:00 PM at The Bertram, Aurora.
2. Invitation from Catholic Charities of Portage County for the 2nd Annual Men Who Cook on Saturday, February 21, 2008, 6:00 PM-9:00 PM, Immaculate Conception Parish Hall.

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INCOMING CORRESPONDENCE

DISCUSSION

January 27, 2009

1. January 21, 2009 correspondence from Hal Farrier, Mental Health & Recovery Board, requesting the Board of Commissioners appoint Amie Cajka to fill the mental health Board opening on the Portage County EMA Advisory Board, replacing Dennis Missimi. (cc: Executive Assistant)/09-0074

2. January 21, 2009 e-mail from Janet Kovick, Job and Family Services, including correspondence from Reginald Smith, Ohio Department of Job and Family Services, regarding the Workforce Connection accessibility survey/Clerk to forward to Tim Miller to work with Anita Herington to resolve any issues addressed.
3. Discussion: Sheriff's Department collective bargaining agreement/Bring back after Commissioner Keiper contacts Attorney Habowski to discuss
4. January 22, 2009 memo from Carol Kurtz, Internal Auditor, in response to the Board's request for review and comment concerning the December 11, 2008 correspondence from State Auditor Mary Taylor regarding on-line data collection form procedures/Forward to JoAnn Townend to determine if this procedure can be integrated into our current process.
5. January 20, 2009 correspondence from Nikki Marchmon-Boykin, Theodore Roosevelt High School Teacher, including correspondence from Lee Dullen, regarding a lack of jobs in Portage County/Commissioner Smeiles to respond.
6. January 23, 2009 e-mail from Chris Craycroft, Park District, regarding Berlin Lake Trail Grant/Hold for additional information from Ms. Craycroft.
7. January 22, 2009 e-mail from Bill Lillich, City of Kent, including a draft agenda for the Portage-Kent Joint Justice Center Steering Committee meeting on Tuesday, January 27, 2009 from 3:00-5:00 PM in the Kent City Council meeting room, City Hall/Commissioner Frederick attending this meeting to represent the Board of Commissioners.

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JOURNAL ENTRIES

January 27, 2009

1. Board of Commissioners' authorization requested to pay Invoice No. 2009-001 dated January 19, 2009 for Fuel Flow Fee for Metro Life Flight for December 2008 \$ 322.77 as presented by the Portage County Regional Airport Authority.
2. January 12, 2009 Notice from Ohio Division of Liquor Control of a request for a new liquor license for Reofbri Ltd., dba El Tabasco, 3975 Cascades Blvd., Unit 13, Brimfield Township, Kent, OH 44240. Does Board of Commissioners wish to request a hearing? The Brimfield Township Trustees have no objections and are not requesting a hearing. Board authorization requested to have the Clerk to sign and return the notice.
3. Board of Commissioners' authorization requested to release the first of twelve monthly payments to Human Officer, Jennifer Sanderson for the month of January 2009 as requested by Karen Carmany, President of the Portage Animal Protective League Board of Directors.
4. Board authorization requested to allow the electronic filing of the semi-annual SubGrant Report for the Children's Advocacy Center of Portage County to the State of Ohio Office Of Criminal Justice Services for the Children's Advocacy Center Grant No. 2007-JG-D01-6467 for the grant period of January 1, 2008 through December 31, 2008 as requested by Lucy Wagener, Children's Advocacy Center. (NOTE: Report submitted on-line on January 12, 2009). Documents reviewed by Carol Kurtz, Internal Auditor noting the report appears to be correct and appropriate for the circumstances.

5. Board of Commissioners' authorization requested to allow the electronic filing of the 4th quarter Subgrant report for the Children's Advocacy Center of Portage County to the State of Ohio Office Of Criminal Justice Services for the Children's Advocacy Center Grant No. 2007-JG-D01-6467 for the grant period of October 1, 2008 through December 31, 2008 as requested by Lucy Wagener, Children's Advocacy Center. Documents reviewed by Carol Kurtz, Internal Auditor noting the amounts represented appear to be consistent with the previous reports and appropriate for the period.
6. Board of Commissioners' signature requested on the payment authorization form for \$ 210.76 payable to Melvin Harris for mileage reimbursement as requested by the Regional Planning Commission. The B-F-08 Formula Grant Activity #08 Administration is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the document appears to agree and the payment request seems to be appropriate.
7. Board of Commissioners' signature requested on the purchase requisition for Record Publishing for advertising for \$ 200.00 as requested by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #08 Administration is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor with no exceptions noted.
8. Board of Commissioners' signature requested on the purchase requisition for 24/7 Mechanical Company LLC, for installation of upgraded HVAC system to benefit 4 developmentally disabled individuals owned by Residential Resources for \$ 10,328.00 as requested by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #05 Private Rental Rehab is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized.
9. Board of Commissioners' signature requested on the purchase requisition for Neopost for annual postage for \$ 140.00 as requested by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #08 Administration is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the same services cost of \$130.00 during 2008 and \$ 120.00 during 2007.

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REFERRED

January 27, 2009

1. January 23, 2009 e-mail from Toi Harris, Ohio EPA, regarding an Ohio EPA air pollution control permit issued for local facility. Referred to the City of Streetsboro/ In response to the Board of Commissioners email regarding the January 22, 2009 Ohio EPA notice of the draft Air Pollution Permit-to-Install and Operate for the Allied Corp Plant 72, 8505 SR 14 in Streetsboro, the Streetsboro Planning Zoning & Economic Development Planning Director Jeffrey M. Pritchard contacted the Commissioners' Clerk to advise that he reviewed the permit information and sees that Allied is staying within the EPA Guidelines and will be regulated "fairly well" by the EPA. The City of Streetsboro has no objection nor comment on this permit.
2. January 23, 2009 e-mail form Jon Barber, Office of Homeland Security and Emergency Management, including a press released for the SBA disaster declaration for economic injury sustained from the excessive rain and high winds related to Hurricane Ike which occurred September 14-16, 2008. Referred to Record Courier.

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INFORMATION ONLY

January 27, 2009

1. The Board of Commissioners received the Mental Health & Recovery Board meeting minutes from December 8, 2008.
2. January 21, 2009 correspondence from Denise Metropulos/Tharp, Portage County Probate Court, to County Auditor's Office, regarding bonds for Richard Abbott and Allen Orashan as Park Commissioners for the Portage County Park District commencing January 1, 2009 through January 1, 2012.
3. January 21, 2009 correspondence from Joseph Hadley, NEFCO, including a full packet from today's General Policy Board meeting. Next meeting is Wednesday, February 20, 2009 at 8:30 AM at Summa Health Center in Green.
4. January 22, 2009 e-mail from Anita Herington, Job and Family Services, regarding Stein workers' comp claim.
5. January 15, 2009 correspondence from the Ohio State University Extension Office, congratulating Commission Smeiles on his recent re-election.
6. The Portage County Regional Planning Commission presents a completed 2009 Boundary and Annexation Survey No Change Follow Up form as completed by their office.

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PLEASE ADD TO THE AGENDA

January 27, 2009

1. January 23, 2009 request from Sheriff Doak for funding to purchase two used vehicles. Referred to JoAnn Townend and Audrey Tillis/Hold for a discussion with Sheriff Doak on January 29th.
2. January 26, 2009 e-mail from County Auditor Esposito asking if the Board of Commissioners would be interested in extending the period for filing an application for a dog license from January 31, 2009 to mid-February. The Dog Warden has advised that he would be amenable to such an extension due to the weather we have been experiencing. ORC Section 955.01 allows the Board of Commissioners to consider an extension. Request forwarded to Denise Smith to determine how long of an extension may be allowed and if there are other requirements to consider/09-0075

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Journal Entry

January 27, 2009

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

1. The Board of Commissioners authorized payment of the Portage County Regional Airport Authority Invoice No. 2009-001 dated January 19, 2009 for \$322.77 for reimbursement of the 10 cents per gallon in fuel costs for the Metro Life Flight helicopter, as approved by the Board of Commissioners in a Journal Entry adopted July 8, 2008, for the life of the 60 month lease with Metro Life Flight not to exceed \$6,000 annually.
2. In response to the January 12, 2009 Notice from Ohio Division of Liquor Control of a request for a new liquor license for Reofbri Ltd., dba El Tabasco, 3975 Cascades Blvd., Unit 13, Brimfield Township, Kent, Ohio 44240, the Board of Commissioners agreed not to request a hearing noting the Brimfield Township

Trustees have no objections and are not requesting a hearing. The Board authorized the Clerk to sign and return the notice.

3. The Board of Commissioners acknowledged the receipt of the acceptance letter from Karen Carmany, President of the Portage Animal Protective League Board of Directors, of the Board of Commissioners' offer to complement the Portage County Humane Officer's salary with \$29,120 for 2009. The Board of Commissioners agreed to make twelve monthly payments to Portage County Human Officer Jennifer Sanderson.
4. The Board of Commissioners acknowledged the January 12, 2009 electronic filing of the semi-annual Subgrant Report for the Children's Advocacy Center of Portage County to the State of Ohio Office of Criminal Justice Services for the Children's Advocacy Center Grant No. 2007-JG-D01-6467 for the grant period of January 1, 2008 through December 31, 2008, as presented by Executive Director Lucy Wagener, Children's Advocacy Center. Documents reviewed by Carol Kurtz, Internal Auditor noting the report appears to be correct and appropriate for the circumstances. The Internal Auditor reported that the Children's Advocacy Center has been advised that the Board of Commissioners must approve electronic filings prior to actual submittal.
5. The Board of Commissioners authorized the electronic filing of the 4th quarter Subgrant report for the Children's Advocacy Center of Portage County to the State of Ohio Office Of Criminal Justice Services for the Children's Advocacy Center Grant No. 2007-JG-D01-6467 for the grant period of October 1, 2008 through December 31, 2008, as presented by Lucy Wagener, Children's Advocacy Center. Documents reviewed by Carol Kurtz, Internal Auditor noting the amounts represented appear to be consistent with the previous reports and appropriate for the period.
6. The Board of Commissioners signed the payment authorization form for \$ 210.76 payable to Melvin Harris for mileage reimbursement, as presented by the Regional Planning Commission. The B-F-08 Formula Grant Activity #08 Administration is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the document appears to agree and the payment request seems to be appropriate.
7. The Board of Commissioners signed the purchase requisition for Record Publishing for advertising for \$200.00, as presented by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #08 Administration is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor with no exceptions noted.
8. The Board of Commissioners signed the purchase requisition for \$10,328.00 for the 24/7 Mechanical Company LLC of North Jackson, Ohio, for the installation of an upgraded HVAC system to benefit four (4) developmentally disabled individuals at property owned by Residential Resources, a group home located at 3877 Alexander Road in Randolph Township, as presented by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #05 Private Rental Rehab is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized.
9. The Board of Commissioners signed the purchase requisition for \$140.00 for Neopost Postage-On-Call for annual postage, as presented by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #08 Administration is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor noting the same services cost of \$130.00 during 2008 and \$ 120.00 during 2007.

10. The Board of Commissioners accepted the January 27, 2009 recommendation of Portage County Water Resources Department Director Harold Huff and authorized the utilization of H. Luli Construction of Hartville, Ohio as the first callout to provide emergency and specialized maintenance repairs to existing facilities, sewer and water lines for emergency situations or daily operations that the Portage County Water Resources Department is not equipped to handle. Workman Industrial Services will serve as the second callout and Bochert Excavating will serve as the final callout for in 2009. Funding for this expenditure is available in the 2009 Portage County Water Resources Department Operations and Maintenance Budget.

11. The Board of Commissioners accepted the recommendation of Portage County Water Resources Department Director Harold Huff and authorized 3% salary increases, effective December 29, 2008, for Water Resources Department management staff as follows: Lee Benson, Wayne Carkido, John Clark, Lynn Kline, Jeff Lonzrick, Alan Norris, David Sloan, Kathleen Trammel, Don Van Metre, John Vence, and Don West.

12. The Board of Commissioners signed the Personnel Action Form authorizing a Rate Increase upon the successful completion of probation for Matthew Walker, IM Supervisor for the Portage County Department of Job & Family Services, effective November 3, 2008, as presented by Human Resources Department Director Karen U'Halie and approved by Department of Job & Family Services Director Anita Herington.

13. The Board of Commissioners authorized Commissioner Keiper to sign the Investment Summary Proposal #03048 for \$934.55, prepared by Integrated Precision Systems, Inc. of Twinsburg and presented by Director of Security Services Jon Barber for the purchase and installation of a magnetic override key switch for the access control located at the Riddle Block Building.

14. The Board of Commissioners authorized the Security Department to temporarily use the Ford Taurus, currently assigned to the Board of Commissioners, as the Security vehicle pending a Board decision about replacing the vehicle assigned to the Security Department, which has been assessed by the Motor Pool Director and deemed not to be fixable.

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 27, 2009**. There being no further business to come before the Board, it was moved by Maureen T. Frederick, seconded by Christopher Smeiles to adjourn the official meeting at 11:50 AM. 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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