

2. **9-1-1 PSAP funding** – Attorney Leigh Prugh has advised the Board of Commissioners that the statute does not require Portage County to divide the wireless funding monies equally between the PSAPs within the county and may move forward with just one PSAP. Commissioner Keiper noted that the PSAPs have advised that they are Phase II compliant and have no need of additional funding. There is a 9-1-1 Planning Committee Meeting today.

3. **Metro Swat agreement for the Sheriff.** The Board of Commissioners adopted Resolution 09-0119 today agreeing to enter into a Memorandum of Understanding between the Portage County Board of Commissioners, the Portage County Sheriff and Metro Swat to provide additional police protection. Attorney Marsilio advised that the Sheriff would return to the Board of Commissioners to discuss compensation for this agreement, to be paid with a purchase order. Attorney Marsilio also advised the Board that, since Department of Homeland Security & Emergency Management equipment may be used in an incident, there should be a mutual aid agreement between Portage County and each of the entities that MetroSwat serves. Commissioner Keiper to discuss with the Office of Homeland Security & Emergency Management Director.

4. Attorney Smith advised the Board of Commissioners that the County Auditor has asked for guidance regarding tax consequences for county payment for Commissioners’ and staff county cell phones, uniforms etc. She noted that the Prosecutor’s staff is not qualified to answer tax questions and, should the County Auditor ask, Board of Commissioners should consider using outside counsel to answer the County Auditor’s question about how to report this information to the IRS. There is no action for the Board of Commissioners at this time.

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DOG WARDEN

Present: Dave McIntyre, Carol Kurtz

The Dog Warden requested this meeting to discuss a possible increase of the immunization fee for adopted dogs to include a kennel cough shot at \$3.00 each and an additional \$10.00 charge for a dog that has been spayed or neutered by the Dog Warden. The Dog Warden noted that the APL charges \$150.00 to adopt a dog and that a spay/neuter would cost several hundred dollars, should the dog owner take the dog to a veterinarian.

New Charges/Journal Entry effective February 14, 2009

Adoption Fee	\$30.00
Parvo-distemper & rabies shots	10.00
Heartworm Test	10.00
Kennel Cough	3.00
<u>Dog License Fee</u>	<u>12.00</u>
Total	65.00
<u>Spayed/Neutered Dogs</u>	<u>10.00</u>
Total	75.00

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The Dog Warden requested Board of Commissioners' permission for the installation of kennel doors through the block wall to the outside, with a new fenced area being added.

The Dog Warden has checked with the Shalersville Township Zoning Inspector, who advised that he is OK with this project, the Portage County Building Department is also OK. Private donations will cover most of the \$500-\$700 cost per door. The project will allow the dogs to go outside for cleaning of the kennel and to get fresh air/Approved.

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The Dog Warden advised that he has switched to Verizon wireless communications , which makes the officers safer.

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The Dog Warden noted that Time Warner wants to increase his internet fee to \$89/month, which is too high. The Board of Commissioners agreed that the Dog Warden should work with JoAnn Townend to talk to the IT Department about tapping into the T1 line/Journal Entry.

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The Dog Warden advised that the drug representative of the veterinarian to be used for the spay/neuter program is donating suture kits and drugs for use in the spay/neuter clinic.

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There is a rabies clinic scheduled next month.

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The Dog Warden advised the Board of Commissioners that he is ordering new inside kennel doors, which will make visitors and staff safer and look better. The doors have a 10 year warranty; two of the doors will be paid for using the PetSmart Grant he recently received.

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The Dog Warden noted that the Celtic Club is hosting a dog food donation drive in March; Portage County will receive some of the donated food.

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WATER RESOURCES

Present: Harold Huff, David Sloan, Wayne Carkido

1. RESOLUTION - Approving the plans, specifications and estimate of cost, and setting the date and time for acceptance of bids for the construction of Project No. BR-2 (07-170), Chapman's Farm Pump Station Elimination, in the Portage County Regional Sewer District, Brimfield Township./09-116
2. SIGNATURES - Approval to award \$57.50 for suggestion on cost savings./Journal Entry
3. JOURNAL ENTRY - Reimbursement to employee./Journal Entry.

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DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT

Present: Audrey Tillis

Resolutions

- 1. Create Fund 5276, PCS OPWC 2009 CG211/09-117
- 2. Create Fund 5674, StS OPWC 2009 CG211/09-118

Other

- 3. Journal entry approval
The Board of Commissioners accepted the recommendation of the Department of Budget & Finance Director and authorized funding for the Administration Building elevator repair at a cost of \$73,000. The Board of Commissioners noted that the County will be receiving insurance reimbursement for these expenses with a \$2,500 deductible. Department of Budget & Finance to bring back the necessary resolution
- 4. The Director advised that she will be a presenter at the upcoming KSU Elected Officials Academy with John Lehman on March 5, 2009 from 5:30 PM – 8:00 PM.

5. Discussion

Work Session Agenda - FY 2009 Allocation to External Agencies

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COUNTY ENGINEER – To be rescheduled

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RESOLUTION No. 09-0113 - 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 February 10, 2009 in the total payment amount of **\$407,264.42 for Funds 0001-8391** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

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

Roll call vote as follows:

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

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RESOLUTION No. 09-0114 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

4. Invitation from Roetzel & Andress for the R&A Workplace Breakfast Briefings in Cleveland on Tuesday, February 24th, Akron, Thursday, February 26th, Columbus, Wednesday, March 4th and Cincinnati, Tuesday, March 10, 2009, 8:00 AM.
5. Invitation from Portage County MR/DD for the Financial Network of America Ltd. for the Deferred Compensation Plan on Friday, March 13th, 2009, 9:00 AM, Staff Meeting at Ravenna Elks Club.

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INCOMING CORRESPONDENCE

DISCUSSION

February 10, 2009

1. Discussion: Sheriff's collective bargaining agreement/ Commissioner Keiper discussed the issue with Attorney Habowski. Commissioner Keiper noted that he believes that the issue of the signing of a side agreement should not be tolerated by the Board, as the contracting authority. Commissioner Smeiles said that the first issue is, is the Board of Commissioners needed to sign the labor agreements? Who is the employer, who is the contracting authority? Should the Sheriff hire part-timers in opposition of the sidebar agreement, what is the danger to the General Fund? Is this an ethics violation? Clerk to schedule an Executive Session with Sheriff Doak to discuss how to move forward.
There is an obligation when at the table to honor the agreement. Were the sidebars agreed upon by the union?
2. February 4, 2009 e-mail from Michelle Ripley, Human Resources Department, regarding the Park District additional insurance/Information only.
3. The Commissioners' Executive Assistant presents two (2) letters of interest for possible appointment on the Portage County Regional Airport Authority/Clerk to schedule interviews with the two applicants.
 - A. Richard Badger
 - B. Philip McCoy
4. Undated correspondence (received February 5, 2009) from Team NEO and Inside Business, requesting nomination for the Team NEO Economic Development Impact Awards to honor organizations that have made a creative, significant contribution to the economic progress of the Cleveland Plus region. Deadline for entries is Wednesday, March 4, 2009/Forward to the Executive Assistant to nominate NEOTEC for this award.
5. February 4, 2009 e-mail from Jon Barber, Office of Homeland Security and Emergency Management, regarding metal detectors/Information only.

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JOURNAL ENTRIES

February 10, 2009

1. Board of Commissioners' authorization requested to allow use of the 3rd Floor Veteran Services Office on Monday, February 3, 2009 from 4:30-7:00 PM for a Commission Meeting as requested by Robert Park, Veteran Services.

2. The Board of Commissioners received the 2009 Portage County Board of MR/DD Annual plan for January 1, 2009 through December 31, 2009.
3. Board of Commissioners' authorization requested to allow Commissioner Keiper to sign the Ohio Public Works Commission Appendix E Disbursement Request form and Certification Disbursement Request No. 2 for the Middlebury Road Bridge Replacement Project as requested by the County Engineer's Office.
4. Board of Commissioners' signature requested on the payment authorization form for \$ 140.00 payable to US Postal Service (Neopost Postage On Call) for annual CDBG postage 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 request appears to be proper and appropriately authorized.
5. Board of Commissioners' signature requested on the purchase requisition for Record Publishing Company for the Senior Center Phase II bid advertisement for \$ 50.00 as requested by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #06 Senior Center is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor with no exceptions noted.

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REFERRED

February 10, 2009

1. The Board of Commissioners received Invoice No. 1222A dated December 2, 2009 for Membership Dues from the Streetsboro Chamber of Commerce. Referred to Economic Development for payment.
2. February 3, 2009 correspondence from Leigh Herington, requesting reappointment to the Robinson Memorial Hospital Board of Trustees. Referred to Executive Assistant.
3. February 6, 2009 correspondence from Paula Giulitto, requesting reappointment to the Robinson Memorial Hospital Board of Trustees. Referred to Executive Assistant.
4. January 30, 2009 correspondence from Steve Murdock, US Department of Commerce, US Census Bureau, regarding emergency and transitional shelters for the homeless. Forwarded to Office of Homeland Security and Emergency Management for completion. (Originally referred to PMHA, Red Cross, Family & Community Services, Veterans Services, and Job and Family Services on January 12, 2009).

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INFORMATION ONLY

February 10, 2009

1. February 2, 2009 correspondence from Cecilia Swanson, Portage County District Library, regarding reduced hours of operation.
2. The Board of Commissioners received sponsorship information for the 11th Annual Bowl Against Abuse as presented by the Children's Advocacy Center.
3. February 4, 2009 correspondence from the County Engineer's Office to The Ohio Public Works Commission, regarding signature cards for the KEN 193 Middlebury Road Bridge Replacement Project.

4. February 4, 2009 correspondence from Lt. Gregory Johnson, Portage County Sheriff's Department to Director Anita Herington, Job and Family Services, thanking her and her staff for their assistance with the Kenneth Shears investigation.
5. January 30, 2009 correspondence from Jodie Luidhardt, Portage County Obesity Prevention Coalition, regarding an update on the activities and progress of the grant initiatives for the Portage County Obesity Prevention Project.
6. February 9, 2009 e-mail from Anita Herington, Job and Family Services, regarding 2009 County Emergency Plan.
7. January 30, 2009 correspondence from Robert Boggs, Ohio Department of Agriculture, regarding approval of Brian Neuman as Portage County's Deputy Apiarist for the year 2009.

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Journal Entry

February 10, 2009

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

1. The Board of Commissioners authorized the use of the 3rd Floor Veteran Services Office on Monday, February 3, 2009 from 4:30-7:00 PM for a Commission Meeting, as requested by Robert Park, Veteran Services.
2. The Board of Commissioners acknowledged the receipt of the 2009 Portage County Board of MR/DD Annual plan for January 1, 2009 through December 31, 2009.
3. The Board of Commissioners authorized Commissioner Keiper to sign the Ohio Public Works Commission Appendix E Disbursement Request form and Certification Disbursement Request No. 2 for Trispan Corporation of New Middleton, Ohio for \$9,092.51 for the Middlebury Road Bridge Replacement Project, as presented by the County Engineer.
4. The Board of Commissioners signature the payment authorization form for \$140.00 payable to the U.S. Postal Service (Neopost Postage On Call) for annual CDBG postage, 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 request appears to be proper and appropriately authorized.
5. The Board of Commissioners signed the purchase requisition for \$50.00 for the Record Publishing Company for the Senior Center Phase II bid advertisement for \$50.00 as requested by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #06 Senior Center is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor with no exceptions noted.
6. The Board of Commissioners signed the February 5, 2009 correspondence to Portage County Water Resources employee Sandra Humphrey, commending her for her excellent suggestion to change the Portage County status in OUPS from a Limited Basis Participant to a Voting Member that will save Portage County an estimated \$ 575.00 for the first twelve months, as recommended by Water Resources

Department Director Harold Huff. The Portage County Water Resources Department Suggestion Program Award to Ms. Humphrey is \$ 57.50.

7. The Board of Commissioners accepted the recommendation of Water Resources Department Director Harold Huff and authorized reimbursement of \$ 218.00 to Water Resources Department employee Joel Loughney for a citation for weight overload that he received on January 8, 2009 while he was hauling sludge from the Streetsboro Wastewater Treatment Plant to the County Wide Landfill in Stark County. The Director noted that the Water Resources Department has since reduced the size of the loads that go to the land fill to prevent axel overload due to shifting loads.
8. After meeting today with Portage County Dog Warden Dave McIntyre, the Board of Commissioners approved the following charges for dogs adopted at the Dog Warden Facility, effective February 14, 2009:

Adoption Fee	\$ 30.00
DA2PPV & Rabdomun (rabies shots)	10.00
Heartworm Test	10.00
Bordetella Shot (kennel cough)	3.00
<u>Dog License Fee</u>	<u>12.00</u>
Total	\$ 65.00
<u>Altered Dogs (Spayed/Neutered)</u>	<u>10.00</u>
Total	\$ 75.00

9. The Board of Commissioners authorized the Dog Warden to work with Internal Services Director JoAnn Townend to coordinate the tap in to the T1 line on Infirmary Road for the Dog Warden Facility.
10. Upon exiting an Executive Session today, the Board of Commissioners approved a two (2) day suspension of a Commissioners' employee.
11. The Board of Commissioners signed the Personnel Action Form authorizing the hire of Rebecca J. Hayes as a Social Service Worker 3 in the Portage County Department of Job and Family Services, as recommended by JFS Director Anita Herington and presented by Human Resources Department Director Karen U'Halie. The Board of Commissioners noted that this hire is contingent upon a pre-employment physical and drug and alcohol testing.
12. The Board of Commissioners authorized payment to the Ohio Department of Development of \$21.05 for CDs and cases, postage and mailing supplies in reference to a public records request for documents associated with JRS applications awarded.

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 **February 10, 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 12:10 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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