

Thursday, February 26, 2009

The Board of County Commissioners met in regular session on **Thursday, February 26, 2009 at 10:05 AM** with the following members present:

Charles W. Keiper II

Maureen T. Frederick

Christopher Smeiles

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It was moved by Christopher Smeiles, seconded by Maureen T. Frederick to approve the meeting minutes of the February 24, 2009 meeting. All in favor, motion carries

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

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INTERNAL SERVICES

Present: JoAnn Townend

Discussion

1. The Board of Commissioners had asked JoAnn Townend for a Fund 4008 update. As of 2/25/09 the cash balance is \$135,220.54. Only 911 purchases can be made with these funds, with the fund being replenished with wireless tariff funding. Perhaps the Auditor could create a new special revenue fund, transfer the balance of Fund 4008, and close this construction fund. JoAnn Townend to work with Jon Barber and Audrey Tillis.
2. The Director advised the Board of Commissioners that the Sheriff's policy & procedures RFP had six RFPs returned. However, in December 2008, the Sheriff attended training at which he received model policies and procedure, which the Sheriff is planning to use and implement. The documents are approved by the CCAO, Sheriff's Association, etc. Commissioner Keiper stated that he is disappointed that the Sheriff is not planning to hire an outside consultant since the Sheriff does not have a personnel person on staff to update and implement policies. JoAnn Townend noted that Judge Oswick's Court Reporter is working with Sheriff's staff to create these policies and procedures. The Board noted that there must be some expertise involved in creating and implementing policies and procedures. JoAnn Townend suggested that the Sheriff create the policies and procedures and then have an outside personnel review of the finished policies and procedures. JoAnn Townend to contact the Sheriff.
3. JoAnn Townend advised that she reviewed the documents that Commissioner Smeiles gave her regarding the IRS proposal to implement a 3% withholding fee, effective in 2011. The impact to the county may not affect Purchasing but will impact the County Auditor. The requirement is that all counties spending over \$100 million per year will be affected. The Director is to check with the CCAO and NACo to determine what their position is.
4. JoAnn Townend asked for direction for the reverse auction bids. Two of the bids that just advertised for the Water Resources Department would be a good fit for Bid Bridge. JoAnn Townend to work with Harold Huff to get information required. The Director is also to contact the County Engineer to determine his interest.

Commissioner Smeiles reminded the Board of Commissioners that the County Auditor has asked for the hire of a tax attorney to review the county policies regarding tax law.

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Resolutions

- 1. Enter into an agreement with Willis of Ohio, Inc. for health benefits plan consulting services./09-167
- 2. Enter into amendment 1 with the Health Department for public health nurse services for JFS (Child Health Services division)./09-168

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HUMAN RESOURCES

Present: Karen U’Halie, Michelle Ripley

The Director presented a request from the Water Resources Department for authorization to hire a temporary part-time electrician until the full-time hire returns to work by June 1, 2009/Journal Entry.

10:35 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 workers’ compensation claim. **Also present:** Human Resources Department Director Karen U’Halie and Safety/Loss Control Coordinator Michelle Ripley. 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 approved two Journal Entry actions.

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DEPARTMENT OF JOB & FAMILY SERVICES

Present: Anita Herington

- I. The Director advised that State Representatives Chandler and Dyer will meet with JFS staff on March 6, 2009 at 11:30 AM in the Director’s Office .
- II. The Director has prepared the first Portage County Children Service Agency (PCSA) Annual Report.
- III. March is Social Service Worker Appreciation Month Proclamation Request. March 18th at noon at NEOUCOM – Executive Assistant Charlene Badger to create Proclamation, the Board of Commissioners will attend if their schedules allow.
- IV. There was a Rapid Response completed at ROTEK last Wednesday, with CSEA also attending regarding child support.
- V. The results of Portage County Conversation on Poverty meeting showed that residents want jobs.

- VI. The Director noted that this Saturday there will be another free tax clinic at the One Stop Offices. This service may help residents pay bills, buy food, etc. and will bring refund money into Portage County.
- VII. The Board of Commissioners agreed to allow Anita Herington to continue as the Administrative Agent for the Children First Council of Portage County/Journal Entry.

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Internal Services Director JoAnn Townend attending to advise the Board of Commissioners that the Sheriff's Transport Van was brought to the county Motor Pool with the ABS light on. Since it was a warranty issue, the van was taken to the dealer. The necessary part is on back order until the end of March. The Board of Commissioners agreed that the van cannot be used by the Sheriff until it has been repaired and that the Sheriff will have to coordinate with other departments for the transportation of prisoners until the necessary repair has been made.

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MAINTENANCE

Present: Tim Miller

- 1. Director Miller advised the Board of Commissioners that Ohio Edison could provide illumination at the Prosecutor's parking lot at a cost of about \$15.00/month. Jim Manion to coordinate the parking issue.

Ohio Edison's Robin Patton attending

Ms. Patton advised that the City would have to request the installation of a light at the Prosecutor's parking lot. If there is a pole on site, a light could be added.

- 2. The Internal Services Director had suggested that the Maintenance Department may be able to take down the illuminated pizza sign at the former Castle Pizza area where the Economic Development Offices are moving. Tim Miller to contact Architect Dave Sommers to determine what should be removed.
- 3. Commissioner Smeiles noted that Home Savings Bank has received a bid under \$1,000 to move the air conditioning unit at the Riddle Block to the basement. Tim Miller added that Adult Probation staff has also complained about the noise of the unit.
- 4. The Director advised the Board of Commissioners that the Sheriff is having trustees paint the Justice Center, costs for paint are being paid by the Maintenance budget. The Sheriff wants to move into painting the kitchen now. The Board of Commissioners agreed to stop the painting until the budget issue can be addressed. The Board had asked the Water Resources Department consultant for towers be consulted. Tim Miller to check with JoAnn Townend to determine if that consultant had a recommendation for paint at the Justice Center.
- 5. Director Miller advised that the Maintenance Department installed a second supporting wood beam in the basement of the Help Me Grow House on Chestnut Street.

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RESOLUTION No. 09-0161 - 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 February 26, 2009 in the total payment amount of **\$593,507.34 for Funds 0001-8600** 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. 09-0162 - 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 February 26, 2009 in the total payment amount as follows:

1. \$74,851.58 for Medical Mutual Claims-Fund 7101; and
2. \$20,247.32 for MHM Resources, Inc for processing claims for Medical Mutual; and
3. \$1,500.00 for MHM Resources, Inc for admin fees for Medical Mutual; 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, February 27, 2009	\$ 74,851.58
Wire Transfer on Friday, February 27, 2009	\$ 20,247.32
Wire Transfer on Friday, February 27, 2009	\$ 1,500.00

and be it further

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0164

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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 **\$212,332.65** as set forth in Exhibit “A” dated **February 26, 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. 09-0165

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RE: AUTHORIZE THE ACQUISITION OF ONE (1) SLOPE EASEMENT AND ONE (1) TEMPORARY EASEMENT AND AUTHORIZE THE ISSUANCE OF COUNTY WARRANTS TO ACQUIRE SAID RIGHT OF WAY TO ALLOW FOR THE CONSTRUCTION OF THE BRADY LAKE ROAD BRIDGE (FRA 115 CH162A) REPLACEMENT PROJECT OVER CSX RAILROAD AND BREAKNECK CREEK IN FRANKLIN TOWNSHIP, PORTAGE COUNTY.

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

- WHEREAS,** Resolution No. 04-0947, adopted by the Portage County Board of Commissioners, authorized the execution of the original engineering agreement between ME Companies and Portage County for providing engineering services for the Brady Lake Road Bridge (FRA 115 CH162A) Replacement Project, and
- WHEREAS,** plans prepared by ME Companies for the Brady Lake Road Bridge (FRA 115 CH162A) Replacement Project indicated that Portage County would need to purchase one (1) Slope Easement from parcel owned by O.J. Schneider, Trustee and one (1) Temporary Easement from parcel owned by James J. Adolph and Beth A. Adolph to allow for the construction of said project, and
- WHEREAS,** Resolution No. 08-0624 authorized a CEO Task Order, through the Ohio Department of Transportation (ODOT), to provide right of way acquisition services for the Brady Lake Road Bridge (FRA 115 CH162A) Replacement Project, and
- WHEREAS,** the proposal of ME Companies was accepted by ODOT to provide said services, and
- WHEREAS,** the appraised value, submitted by ME Companies to purchase one (1) Slope Easement and one (1) Temporary Easement from two (2) different property owners had a total cost of \$1,200.00 for the construction of the Brady Lake Road Bridge (FRA 115 CH162A) Replacement Project over CSX Railroad and Breakneck Creek in Franklin Township, Portage County, and
- WHEREAS,** the Portage County Engineer does hereby recommend the acquisition of the below enumerated one (1) Slope Easement and one (1) Temporary Easement to facilitate the construction of the Brady Lake Road Bridge (FRA 115 CH162A) Replacement Project over CSX Railroad and Breakneck Creek in Franklin Township, Portage County; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby authorize the purchase of said parcels as follows and further authorizes the issuance of two (2) County warrants totaling \$1,200.00:
- Portage County Auditor's Parcel #12-040-10-00-011-000
Slope Easement No. 13SL - 0.007 Acres of Land
Owner: O.J. Schneider, Trustee 1247 Squires Drive, Mogadore, OH 44260
Cost: \$600.00
- Portage County Auditor's Parcel #12-040-00-00-006-000
Temporary Easement No. 5T - 0.153 Acres of Land
Owner: James J. Adolph and Beth A. Adolph, 1629 Brady Lake Road, Kent, OH 44240
Cost: \$600.00

;now therefore be it

Voice Vote as Follows:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0170

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**RE: AUTHORIZE THE FILING OF AN APPLICATION FOR THE
FY2008 NORTHEAST CENTRAL OHIO REGIONAL
DISASTER PLANNING CONSORTIUM GRANT**

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

WHEREAS, Portage County Office of Homeland Security and Emergency Management is eligible to apply to the Ohio Department of Health for the FY2008 Regional Disaster Planning Grant in an amount not to exceed Twelve Thousand Five Hundred Dollars (\$12,500.00); and

WHEREAS, Portage County desires to utilize these available monies to provide a study identifying the most effective ways to serve and protect the county’s disabled populations during and after disasters that require evacuation and sheltering services, and also obtain specialized equipment that will enable the county to do this successfully; now therefore be it

RESOLVED, that the Portage County Board of Commissioners authorizes the submission of FY 2008 Regional Disaster Planning Grant application in an amount not to exceed Twelve Thousand Five Hundred Dollars (\$12,500.00) **with no local match obligation**; and be it further

RESOLVED, that the Board of Commissioners authorizes Jon Barber, Director of the Office of Homeland Security and Emergency Management to sign the necessary application documents upon the successful reviews of the grant program and applications by the Portage County Grants Administrator, the Department of Budget and Finance Management, and the Portage County Internal 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 meetings 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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RESOLUTIONS

February 26, 2009

1. Approval of Meeting Minutes from the February 24, 2009 regular Board Meeting as presented.
2. Approve the Bills as presented by the County Auditor and reviewed by the Internal Auditor./09-161
3. Approve the wire transfer as presented by the County Auditor./09-162
4. Approve the Journal Vouchers as presented by the County Auditor./09-163
5. Approve the Then & Now as presented by the Portage County Auditor./09-164
6. Authorize the acquisition of one (1) slope easement and one (1) temporary easement and authorize the issuance of county warrants to acquire said right of way to allow for the construction of the Brady Lake Road Bridge (FRA 115 CH162A) replacement project over CSX railroad and Breakneck Creek in Franklin Township, Portage County. (County Engineer)./09-165
7. Acceptance of donations to the Portage County Dog Warden's Office./09-166

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INVITATIONS/MEETING NOTICES

February 26, 2009

1. Invitation from Portage Soil & Water Conservation District for the Annual Planning Meeting on Thursday, March 12, 2009, 10:00 AM-12:00 PM at Maplewood Career Center.
2. Invitation from the Greater Akron Chamber for the 102nd Annual Meeting on Thursday, March 19, 2009, 5:00 PM, John S. Knight Center, Akron.
3. Meeting notice for the Annual Portage County Health Advisory Council meeting and dinner on Wednesday, March 18, 2009, 6:30 PM, Ravenna Elks Lodge.
4. Invitation from the Ohio Bureau of Workers' Compensation for a two-hour seminar on strategies that can reduce workplace injuries, promote safety & lower workers' compensation costs on Tuesday, March 24, 2009, 9:00-11:00 AM (first session); 1:00-3:00 PM (second session), Canton.

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INCOMING CORRESPONDENCE

DISCUSSION

February 26, 2009

1. February 18, 2009 Certified Correspondence from Federal Emergency Management Agency (FEMA), regarding final flood elevation determination for the Unincorporated Areas of Portage County. *** Prior to August 18, 2009, Portage County is required to adopt floodplain regulations that meet the standards of NFIP.* Bob Wrentmore received a copy of this correspondence from FEMA/Forward to the County Engineer for review and comment to the Board of Commissioners.
2. February 4, 2009 correspondence from Sandra Holt, Ohio Department of Job and Family Services to Anita Herington, Job and Family Services, regarding Stage 7 Child Protective Oversight and Evaluation final

report. ***Plan requested addressing non compliant issues within 30 days/Ask the JFS Director for an immediate report to the Board of Commissioners.*

3. February 24, 2009 e-mail from William Ulik, Economic Development, regarding Ravenna Merchants Association/The Board of Commissioners agreed to schedule monthly meetings with Director Ulik.
4. February 10, 2009 memo from Todd Peetz, Regional Planning Commission, regarding the 2009 Formula Grant Application/Journal Entry.

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JOURNAL ENTRIES

February 26, 2009

1. Board of Commissioners' authorization requested to have Commissioner Keiper sign the Ohio Department of Development Annual Program Income Report for CDBG and HOME Programs Sources and Uses of Non-Economic Development Program Income as requested by Neighborhood Development Services Inc. Documents reviewed by Carol Kurtz, Internal Auditor, who noted that there may be need for additional research. A February 26, 2009 email from Neighborhood Development Services' Mike Bogo indicates that the Annual Program Income Report is for non-Economic Development Program Income, of which the county has none.
2. The Board of Commissioners received the Weekly Report of Kennel population for the week ending February 22, 2009 as presented by Dave McIntyre, Dog Warden. The Board of Commissioners acknowledged the receipt of \$200 in Court Donations.
3. Board of Commissioners' signature requested on the payment authorization form for \$2,307.00 payable to Hirst Construction for the installation of a sewer lateral for homeowner, Christine Skiba as requested by the Regional Planning Commission. The B-F-08 Formula Grant Activity #02 Home/Building Repair is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor with no exceptions noted.
4. Board of Commissioners' signature requested on the payment authorization form for \$93.00 payable to Hirst Construction for the installation of a sewer lateral for homeowner, Christine Skiba as requested by the Regional Planning Commission. The B-F-07 Formula Grant Activity #05 Home/Building Repair is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor with no exceptions noted.
5. Board of Commissioners' signature requested on the payment authorization form for \$432.50 payable to McLean Home Improvements for windows and plumbing problems for homeowner, Greg Suslovic as requested by the Regional Planning Commission. The B-F-07 Formula Grant Activity #05 Home/Building Repair is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor with no exceptions noted.
6. Board of Commissioners' signature requested on the payment authorization form for \$300.00 payable to Neighborhood Development Services Inc. for City of Streetsboro implementation as requested by the Regional Planning Commission. The B-F-07 Formula Grant Activity #05 Home/Building Repair is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor with no exceptions noted.
7. Board of Commissioners' signature requested on the payment authorization form for \$5,614.00 payable to Neighborhood Development Services Inc. for City of Streetsboro implementation as requested by the

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

8. The Board of Commissioners received the February 24, 2008 letter of resignation from Mark Boettler, Water Resources Department Treatment Plant Operator III effective Saturday, February 28, 2009 as presented by Director Harold Huff.
9. Board of Commissioners' authorization requested to allow use of the 3rd Floor Veteran Services Office on Monday, March 30, 2009 from 4:30-7:00 PM for a Commission Meeting as requested by Robert Park, Veteran Services.
10. Board of Commissioners' authorization requested to pay Neighborhood Development Services Inc. \$2,500.00 for conducting Homebuyer Education and Financial Fitness for five presentations as presented by Neighborhood Development Services Inc. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and authorized.

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REFERRED

February 26, 2009

1. February 18, 2009 correspondence from Michael Hiler, Ohio Department of Development, regarding financing for County Fire Protection, Inc. Referred to Internal Auditor, Department of Budget and Financial Management, Grants Administrator and Neighborhood Development Services Inc.
2. February 17, 2009 correspondence from Michael Hiler, Ohio Department of Development, including a Notice of Project Specific Release of Funds Respecting Environmental Grant Conditions for County Fire Protection Grant No. B-E-08-062-1. Referred to Grants Administrator, Department of Budget and Financial Management, and Internal Auditor.
3. September 25, 2008 correspondence from Henry Guzman, Ohio Department of Public Safety, to Ron Rost, Sheriff's Department, regarding grant approval for the High Visibility Enforcement Overtime Grant Agreement HVEO-2009-67-00-00-00247-00. Referred to Internal Auditor, Department of Budget and Financial Management and Grants Administrator.
4. February 23, 2009 fax from Rachel Hrbolich, Diocese of Youngstown, requesting a letter of support to provide safety upgrades to Riddle Block #9. Referred to Executive Assistant.

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PLEASE ADD TO YOUR AGENDA

February 26, 2009

Grants Coordinator Dan Banks attending

1. Draft Resolution: Authorize the filing of an application for the 2009 Neighborhood Stabilization Program (NSP) Home Grant Funds and enter into an subrecipient agreement with the cities of Kent and Ravenna./09-169

2. Draft Resolution: Authorize the filing of an application for Shelter's grant for Office of Homeland Security & Emergency Management/09-0170.

The Board of Commissioners discussed the preparation of a variety of grant applications and authorized the concept of the hire of a temporary part-time intern or temporary full-time assistant for the Grants Coordinator. Mr. Banks to work with the Human Resources Department to prepare a job description and come back to the Board of Commissioners with details.

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INFORMATION ONLY

February 26, 2009

1. The Board of Commissioners received the Portage County District Library Board of Trustee meeting minutes from January 15, 2009.
2. February 17, 2009 correspondence from Dominion East Ohio, including a corporate profile.
3. February 13, 2009 correspondence from Save the Dream regarding Ohio Foreclosure Prevention Efforts (www.savethedream.ohio.gov).
4. February 17, 2009 Citizen Advisory entitled Ohio EPA Requests Recognition of Improved Air Quality in Columbus and Cleveland/Akron; Public Hearings to be held in March as presented by the Ohio EPA/Forward to Edith Chase to attend should her calendar allow.

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PROSECUTOR

February 26, 2009

1. February 20, 2009 correspondence from Tommie Jo Marsilio, including Invoice No. 120366 dated January 7, 2009 from Mehler & Hagestrom, for attendance of reporter in the case of Kelly, Rebecca vs. Portage County \$55.00/Journal Entry.

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Journal Entry

February 26, 2009

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

1. The Board of Commissioners authorized Commissioner Keiper to sign the Ohio Department of Development Annual Program Income Report *CDBG and HOME Programs Sources and Uses of Non-Economic Development Program Income*, as prepared and presented by the Neighborhood Development Services Inc.
2. The Board of Commissioners acknowledged the receipt of the Weekly Report of Kennel population for the week ending February 22, 2009, as presented by Dave McIntyre, Dog Warden. The Board of Commissioners also acknowledged the receipt of \$200 in Court Donations.

3. The Board of Commissioners signed the payment authorization form for \$2,307.00 payable to Hirst Construction of Ravenna for the installation of a sewer lateral for homeowner, Christine Skiba, 1735 Luke Drive in Streetsboro, as presented by the Regional Planning Commission. The B-F-08 Formula Grant Activity #02 Home/Building Repair is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor with no exceptions noted.
4. The Board of Commissioners signed the payment authorization form for \$93.00 payable to Hirst Construction of Ravenna for the installation of a sewer lateral for homeowner, Christine Skiba, 1735 Luke Drive in Streetsboro, as presented by the Regional Planning Commission. The B-F-07 Formula Grant Activity #05 Home/Building Repair is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor with no exceptions noted.
5. The Board of Commissioners signed the payment authorization form for \$432.50 payable to McLean Home Improvements of Ravenna for windows and plumbing repairs for homeowner, Greg Suslovic, 9950 Highland Way in Streetsboro, as presented by the Regional Planning Commission. The B-F-07 Formula Grant Activity #05 Home/Building Repair is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor with no exceptions noted.
6. The Board of Commissioners signed the payment authorization form for \$300.00 payable to Neighborhood Development Services Inc. for the City of Streetsboro project implementation, as presented by the Regional Planning Commission. The B-F-07 Formula Grant Activity #05 Home/Building Repair is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor with no exceptions noted.
7. The Board of Commissioners signed the payment authorization form for \$5,614.00 payable to Neighborhood Development Services Inc. for the City of Streetsboro project implementation, as presented by the Regional Planning Commission. The B-F-07 Formula Grant Activity #05 Home/Building repair is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor with no exceptions noted.
8. The Board of Commissioners acknowledged the receipt of the February 24, 2008 letter of resignation from Mark Boettler, Portage County Water Resources Department Treatment Plant Operator III, effective Saturday, February 28, 2009.
9. The Board of Commissioners authorized the use of the 3rd Floor Veteran Services Office on Monday, March 30, 2009 from 4:30-7:00 PM for a Commission Meeting, as requested by Robert Park, Veteran Services.
10. The Board of Commissioners authorized payment of \$2,500.00 to the Neighborhood Development Services Inc. for five (5) Homebuyer Education and Financial Fitness presentations, as presented by Neighborhood Development Services Inc. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and authorized.
11. The Board of Commissioners approved the following Personnel Requisitions, as presented by the Portage County Human Resources Department and approved by the Water Resources Department Director Harold Huff:

DEPARTMENT	JOB TITLE	GRADE	ACTION
Water Resources Department	Wastewater Treatment Plant Operator II	Collective Bargaining Agreement Position	Post Internally and Externally

12. On October 21, 2008, the Board of Commissioners accepted the recommendation of Interim Human Resources Department Director Jim Manion and Attorney Tommie Marsilio and authorized the Human Resources Department to pay for a Court Reporter for two upcoming Bureau of Workers Compensation (BWC) cases.

Today, the Board of Commissioners authorized payment of Invoice No. 120366 dated January 7, 2009 for the attendance fee of \$55.00 for a court reporter in the case of Rebecca Kelly vs. Portage County (Claim No. 08-845588), as presented by Mehler & Hagestrom and submitted by the Portage County Prosecutor for payment. The Board agreed to forward the invoice to the Human Resources Department for payment in 2009 from Fund 7217.

13. The Board of Commissioners accepted the recommendation of Department of Job and Family Services Director Anita Herington and agreed to allow the Director to continue to serve as the as the Administrative Agent for the Children First Council of Portage County. The Commissioners also authorized the Intra-Government Services Agreement between the Family and Children First Council of Portage County and the Portage County Department of Job and Family Services for the services of the Administrative/Fiscal Agent.
14. After meeting in an Executive Session today with the Human Resources Department Director and Safety/Loss Control Coordinator Michelle Ripley, the Board of Commissioners authorized Commissioner Keiper to sign documents authorizing the Portage County TPA Comp Management, Inc. to offer recommended settlements within the financial guidelines approved by the Board of Commissioners for two Workers Compensation claims.
15. After meeting today with Grants Coordinator Dan Banks to discuss the preparation of a variety of grant applications, the Board of Commissioners authorized the hire of a part-time intern for the Grants Coordinator. Mr. Banks to work with the Human Resources Department to prepare a job description and come back to the Board of Commissioners with details.
16. The Board of Commissioners approved the request from the Regional Planning Commission Executive Director Todd Peetz and authorized payment up to \$8,000 to the Regional Planning Commission on a reimbursement basis for the preparation of the 2009 Formula Allocation Grant. The Board of Commissioners noted that the Regional Planning Commission will reimburse the General Fund from Fund 1251 when the grant revenues are received.
17. On February 24, 2009, the Board of Commissioners authorized payment of Invoice No. 000000011 dated January 23, 2009 for Professional Services rendered through January 17, 2009 for the expanded Storm Water Management Program for \$30.24, as presented by MS Consultants, Inc. and authorized by Resolution No. 07-1213. The Board of Commissioners noted that County Engineer Mickey Marozzi reviewed the invoice and recommends payment. (Project No. 61-44004-00). Today, the Board of Commissioners agreed to revise the Journal Entry to correct the amount to be paid from \$30.24 to the correct amount of \$3,610.93.
18. The Board of Commissioners accepted the recommendation of Water Resources Department Director Harold Huff and authorized the hire of a temporary part-time electrician until the county's full-time employee returns to work by June 1, 2009, as presented by Human Resources Department Director Karen U'Halie. The Board of Commissioners also authorized the advertising for this position, which will consist of an eight hour work day, three days per week, for a total of 24 hours per week until June 1, 2009 or until

the full-time employee returns to work The Board of Commissioners approved a rate of pay of \$19.65 per hour, noting that funds are available in the 2009 Portage County Water Resources Budget, Fund 5200, 5400, and 5600.

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 26, 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 11:10 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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PAYINS FOR THE MONTH OF FEBRUARY 2009

01/30/09	6183	Deb Mazanec – Copies/Faxes: \$1.00 Total: \$1.00
02/03/09	6235	Range Resources – Oil Lease: \$684.41, Beck Energy – Oil Lease: \$169.95, Amy Hutchinson – Copies/Faxes: \$0.50 Total: \$854.86
02/04/09	6257	Maureen T. Frederick – Cell Phone: \$3.74 Total: \$3.74
02/10/09	6341	Resource Energy – Oil Lease: \$33.89 Total: \$33.89
02/13/09	6401	Ohio Public Defender: Public Defender: \$13,213.02, Assigned Counsel: \$11,074.48 Total: \$24,287.50
02/18/09	6436	Children’s Advocacy Center - 2006-JG-D01-6467A: \$13,335.00 Total: \$13,335.00
02/20/09	6502	Beck Energy – Oil Lease: \$65.19 Total: \$65.19
02/23/09	6527	Enervest Operating – Oil Lease: \$55.16, Everflow Eastern Partners: \$60.37 Total: \$60.37

AUTHORIZATION OF EXPENSES FOR THE MONTH OF FEBRUARY 2009

12/10/08	Charles Prater/Treatment of Metal Wastestreams/Sacramento, California/December 10/\$50.00
01/06/09	Michelle Ripley/Portage County Safety Council/Ravenna, Ohio/February 12/\$15.00
01/21/09	Mickey Marozzi/World of Asphalt 2009 Show and Conference/Orlando, Florida/March 9-12/\$780.00

01/21/09	Ronald Kline/Pumps/Hydraulics Review Chlorine Dioxide Disinfection in the Water/Canton, Ohio/March 11 and April 28/\$218.00
01/22/09	Shawn Shaulis/OCATS – CRISE Subcommittee Meeting/Columbus, Ohio/January 30/\$219.50
01/23/09	Darlene Pepper/Superintendence Update/Akron, Ohio/\$27.55
01/26/09	Rachel Dillon and Darick McCoy/First Aid – CPR Training/Akron, Ohio/January 26-27/\$400.00
01/26/09	Bill Steiner and Jackie Petty/Jefferson County/Jefferson County – Solid Waste/January 2/\$0.00
01/27/09	Cindy Werab, Stephanie Tarr, Cindy Merento, and Staci Dobosh/BMV Ohio/Columbus, Ohio/February 19/\$140.00
01/27/09	Cindy Hazelett/Laboratory Analyst Training Session – NESOWEA/Elyria, Ohio/March 20/\$9.00
01/27/09	Kathi Guckelberger, Kelly Ristity, and Rose Marie Stegh/Quarterly FP & Staff Liaison Meeting/Akron, Ohio/February 5/\$96.75
01/28/09	Beverly Lowe/Court Statistical Report Form Training/Columbus, Ohio/February 6/\$200.00
01/29/09	Bill Steiner and Dan Banks/Recycling Grant Meeting with Delphi/Rootstown and Warren, Ohio/January 29/\$0.00
01/29/09	Robert White/Struggling Clients and Court Testimony/Stark State College of Technology/February 12/\$134.00
01/29/09	Mickey Marozzi/2009 Ohio Story Water Conference/Columbus, Ohio/March 3-4/\$379.00
01/29/09	Bryan Ford/Vegetation Management Conference/Columbus, Ohio/March 26/\$125.00
01/29/09	Bob Wrentmore and Tony Mangeri/Ohio Chapter 83 rd Annual Meeting/Richfield, Ohio/May 4-6/\$302.00
01/29/09	Cindy Hazelett/NESOWEA Industrial Wastes Seminar/Richfield, Ohio/February 26/\$60.00
01/29/09	Jan Jacobs and Laura Esposito/15 th Annual Eastern Ohio Supervisory Conference/Sugarcreek, OH/March 4-5, 2009/\$399.82
01/30/09	Brenda Kavali/NBAC Quarterly WIC Meeting/Columbus, Ohio/March 6/\$200.00
01/30/09	Jon Barber/Spring Directors Meeting/Columbus, Ohio/April 15-16/\$125.00
01/30/09	John Mason/Directors Spring Seminar/Columbus, Ohio/April 15-16/\$175.00
01/30/09	Kathi Guckelberger/Subpoena/Akron, Ohio/February 20/\$57.25
02/02/09	Raymond McElhiney, Judith Proffitt, Richard McClellan/OSACVSO – VA Spring Quarterly/Columbus, Ohio/February 26-27/\$713.79
02/02/09	Dawson and Scott Witkosky/Sup. Role during and after pursuits/Richfield, Ohio/March 19/\$150.00
02/02/09	D.Patz, A. Steinberg, E. Bryant, L.Bahney, and N. Robinson/HIV Prevention/Kent, Ohio/February 10/\$215.00
02/02/09	Angella Vaughn, Tim Beckner, Joanne Hynes, Holly Rhoades, and Debbie Cain/ABD Training in CRISE/Akron, Ohio/February 24-25/\$192.50
02/02/09	Bonnie Hager, Annette Walsh, Tara Hinchman, and Melissa Click/ABD in CRISE/Akron, Ohio/March 5-6/\$168.00
02/02/09	Matthew Walker, Denise Crouse, Noreen Siegner/ABD in CRISE/Akron, Ohio/February 26-27/\$143.50
02/02/09	Tim Beckner/OFSDA Committee Meeting/Columbus, Ohio/February 6/\$204.00
02/02/09	Linda Seeman, Becky Porcase, Tim Beckner/Customer Service Training/Akron, Ohio/February 19/\$71.75
02/03/09	Charles W. Keiper II/AMATS Policy Board Meeting/Akron, Ohio/February 3, March 18, May 13, July 29, September 30, December 16/\$135.00
02/03/09	Charles W. Keiper II/NOPEC Meetings/Solon, Ohio/Various Dates in 2009/\$0.00
02/03/09	Charles W. Keiper II/Community Partnership of Arts and Culture Committee Meetings/Cleveland,

	Ohio/March 6, June 5, and December 3/\$140.00
02/03/09	Charles W. Keiper II/Geauga Ashtabula, Portage Partnership (GAPP) Executive Committee Meeting/Chardon, Ohio/1 st Wednesday of each month/\$420.00
02/03/09	Mary Boston and Lynn Porter/OWD Technical Assistance Workshop/Canton, Ohio/February 25/\$72.00
02/04/09	Robert Park/ODVS Conference/Columbus, Ohio/March 25/\$0.00
02/04/09	Dan Banks/Meeting w/Congressman LaTourette's Office about appropriations/Twinsburg, Ohio/February 4/\$0.00
02/04/09	Julie Masholder/VENA Training and Back to Basics Seminar/Columbus, Ohio/March 17-19/\$400.00
02/05/09	Dan Banks/State Rep Tim Ryan's Office/Warren, Ohio/February 5/\$0.00
02/06/09	Brian Boykin and Janet Kovick/Quarterly HR Association Meetings/Columbus, OH/April 8, July 8, and October 7, 2009/\$240.00
02/09/09	Richard McClellan, Roy Richards and Dave Morris/OSACVSO New Service Officer School/Columbus, Ohio/March 15-19/\$2,778.60
02/09/09	John Mason and Craig Peeps/LEPC Transportation Subcommittee/February 12, 2009/\$0.00
02/09/09	Robert Roosa/Ohio Chapter 83 rd Annual Meeting IAEL/Richfield, OH/May 4, 5 & 6, 2009/\$100.00
02/09/09	Sheriff's Employee/TAC School/Columbus, OH/June 4, 2009/\$154.95
02/12/09	Karen U'Halie/Portage County Human Resource Association/ February 18/\$0.00
02/12/09	Mark Boettler/1-Pumps/Hydrualics 2 - Chlorine Dioxide/North Canton, Ohio/March 11 and April 28/\$218.00
02/12/09	Mike Wright, Lori Evans, Kathy Gray, and Robyn Godfrey/OCCA Monthly Meeting/Columbus, Ohio/February 24-25/\$95.00
02/13/09	Virginia Fehrman and Brian Boykin/HMG/FCFC Video Tele-Conference/New Philadelphia, Ohio/February 26/\$68.08
02/13/09	Bill Steiner/Coca - Cola - Provide Plant Recycling/February 17/\$0.00
02/13/09	Frank Bufano/Industrial Wastes Seminar/NESOWEA - Quality Inn Conference Center/February 26/\$55.00
02/17/09	Bill Steiner/Saint - Gobain Recycling/Stow, Ohio/February 25/\$0.00
02/17/09	Brandon Fitzpatrick/Industrial Wastes Seminar/Richfield, Ohio/February 26/\$55.00
02/19/09	Bill Steiner/Coca - Coal Recycling/Akron, Ohio/February 20/\$0.00
02/20/09	Jon Barber/NOEMA Meeting,/Cleveland, OH/February 20, 2009/\$0.00
02/24/09	Sarah Hansford/Euthanasia by Injection Certification/Cleveland, Ohio/March 2-3/\$125.00

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