

Tuesday, March 24, 2009

The Board of County Commissioners met in regular session on **Tuesday, March 24, 2009 at 9:25 AM** with the following members present:

Charles W. Keiper II

Maureen T. Frederick

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It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick to approve the meeting minutes of the March 19, 2009 meeting. Commissioner Smeiles absent, motion carries

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Commissioner Smeiles on vacation

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OFFICE OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT

Present: Jon Barber, John Mason, Jim Manion

The Homeland Security and Emergency Management Office Director attending to discuss the requests from Mantua-Shalersville and Streetsboro Fire Department that the County remove equipment stored at those sites.

The Director noted that Portage County fire departments have housed the Department of Homeland Security & Emergency Management assets in the past, which has worked out well. While most of the equipment is off site, some is stored in the building located on the Justice Center site, which does not have electricity at this time. Routine maintenance is not being accomplished because the equipment is offsite and not be maintained on a regular basis.

There is no room at the Justice Center to place a new building to house county equipment, although there is room at the former nursing home/current Records Center for an additional facility. Electricity is available at that site, the state is mandating a storage facility for supplies in case of a pandemic, and the site is close to the Airport. Director Barber advised that the White Rubber site does not have the ability to house the equipment.

Commissioner Keiper suggested a contract with the County Engineer for storage and/or maintenance. The Director responded that the Sheriff has authorized the Department of Homeland Security & Emergency Management to use inmates to wash vehicles, although getting the vehicle on site is an issue.

The Director continued, noting that there is no sustainment program for the routine and necessary maintenance of the Hazmat vehicles and equipment. There is a fee charged to county entities but if payment is not made, second requests are not sent.

Commissioner Keiper suggested that the Director create a budget for the maintenance and storage of the equipment and get it to the Board of Commissioners for review.

Commissioner Frederick asked if the vehicle housed at Rootstown Township's Fire Department is titled to Portage County but is lettered as Rootstown Township. The Director responded that the spill trailer/truck is titled as Portage County's and is lettered by the Township in a misunderstanding several years ago.

Suffield Township Proposal

Suffield Township sent a letter to the Board of Commissioners asking if the Commissioners are interested in participating in a joint agreement where the county would pay for a foundation, components, tower and the

installation of an antenna tower to meet county communication needs. Suffield only needs a 60' tower but the township is willing to partner with the county on this project at a cost of approximately \$66,000 to the county. An MOU between the County and Township would be necessary to allow the township to house and maintain the county equipment.

Commissioner Keiper noted that as the county begins to discuss a countywide dispatch system, the Board of Commissioners may consider an additional sales tax earmarked for this purpose for a short period of time, perhaps up to one year. Director Barber noted that state and federal funding would be available if this kind of regionalization is in place.

Mr. Barber advised that he has had conversations with the Sheriff and his staff about central dispatch to determine what kind of equipment would be needed. The Sheriff appears to be receptive to providing space for countywide dispatch but may be reluctant waiting for assurance from the Board of Commissioners that any funding shortfall would be covered by the General Fund.

John Mason noted that this is simply an offer from the Township before they go out to bid. If the County participates, the bid specs would be different.

Commissioner Keiper noted that the County Engineer, PARTA, Building Department, Dog Warden, and the Water Resources Department, would all be able to use the tower and could participate in the cost. Clerk to contact the County Engineer, PARTA, Building Department, Dog Warden, and the Water Resources Department to determine their interest. The Board of Commissioners agreed to ask Suffield Township to go to bid for the taller tower with county participation, pending a recommendation from Director Jon Barber who is to get a firm number from the township for this project within the next week.

The Director stated that all parties must be committed to come up with a solution for county communications.

Attorney Denise Smith attending

Attorney Smith offered to collect previous fire levy ballot language from the Board of Elections in anticipation of this question from the Board of Commissioners

F Lot Overhaul

Director Jim Manion noted that he has talked to the Prosecutor about moving all county vehicles to the F Lot and he likes the idea, if the lot is gated, lighted and a camera installed. The Adult Probation Department is also in favor of this plan, as are all other departments.

The Director advised the Board of Commissioners that, once the houses on Chestnut Street come down, there will be no electricity available at the F Lot. The camera would cost about \$4,000, the upgrade to the electrical service would be \$6,500 and the closing of Meridian Street and the installation of a sliding gate on Chestnut Street would cost about \$10,500.

This plan would alleviate the issue of drive-throughs and make it much easier to snow plow in the winter. The C Lot would have more parking spots once the county vehicles are moved. There will be a keypad entry for after hour access with the lot being open from 6AM - 6PM. The capital funding line would be used/Journal Entry

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PROSECUTOR

Present: Denise Smith

Prosecutor's Correspondence

1. Board of Commissioners' authorization requested to pay Invoice No. 00042188 dated March 13, 2009 to Nagy-Baker Court Reporting, Inc. for attendance/transcription of original transcript of proceedings held in the Office of the Industrial Commission on March 3, 2009 in the case of Elizabeth Stein vs. Portage County \$237.50, as presented by the County Prosecutor's Office./Journal Entry
2. March 19, 2009 e-mail from Tommie Marsilio, regarding The Woodlands At Robinson Pet Policy/Information only. Attorney Smith noted that the current policy at The Woodlands is working well with no complaints.

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10:40 AM Board of Commissioners recessed to the Investment Advisory Board meeting

10:55 AM Board of Commissioners reconvened

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WATER RESOURCES

Present: Harold Huff

1. RESOLUTION - Approving a request for installment payments of connection charges for connection to the sanitary sewerage system in the Portage County Regional Sewer District and establishing the terms and conditions of the same./09-253
2. SIGNATURES - Request to hire temporary Project Superintendent Position./Journal Entry
3. SIGNATURES - Approval for H. Luli Construction to Dewater Pleasant Ave. PS site-Emergency/Specialty Contractor services./Journal Entry
4. SIGNATURES - Approval to fill Treatment Plant Operator II position./Journal Entry
5. SIGNATURES - Approval to fill Engineering Technician II position internally./Journal Entry

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DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: Audrey Tillis

RESOLUTIONS

1. General Fund Amendments to the Annual Appropriation Resolution:/09-254
 - a. Commissioners, Supplemental – Change of Health Benefits Election
 - b. Commissioners Other, Supplemental – BOC Appr 3-10-09 JE #7, Boc Appr 3-12-09 JE #7, and to Allocate the General Fund Contingency, W/C and Separation Reserves
 - c. Building Security, Supplemental – BOC Appr 3/3/09 JE #11
 - d. Treasurer, Transfer – Projected Need
 - e. Sheriff's Department, Supplemental – To Fund 2009 Union Raises, BOC Appr 3-10-09 JE #7, BOC Appr 3-12-09 JE #7, BOC Appr 3-19-09 per JT
 - f. Board of Elections, Transfer – To Fund Replacement Employee Training Period before Retirement
 - g. Budget Commission, Supplemental – BOC Appr 3-10-09 JE #8
2. Other Funds Amendments to the Annual Appropriation Resolution:/09-255
 - a. Fund 1100, Concealed Handgun Licenses – Transfer, To Cover Supplies Expenses

- b. Fund 1149, Felony Delinquent Care & Custody – Supplemental, To Replace Returned Funds
 - c. Fund 1201, Motor Vehicle and Gas Tax – Transfer and Supplemental, For Crain Avenue Bridge and the Wetlands Mitigation Agreement
 - d. Fund 1271, RLF CDBG Housing – Transfer, NDS Home Buyer Education
 - e. Fund 1330, Dog and Kennel – Transfer and Supplemental, BOC Approved 3/17/09 JE #7
 - f. Fund 1340, MRDD General Administration – Supplemental, Appropriation Modification
 - g. Fund 1341, MRDD Early Childhood Spec Ed – Supplemental, Appropriation Modification
 - h. Fund 1343, MRDD Part B IDEA – Supplemental, Appropriation Modification
 - i. Fund 1360, Child Health General Administration – Supplemental, Projected Need
 - j. Fund 4008, Wireless 911 Upgrades – Transfer, For Misc. Equipment
 - k. Fund 4100, MRDD Capital Projects – Supplemental, Appropriation Modification
 - l. Fund 5200, PCS General Administration – Transfer, To Move Budget Where Needed
 - m. Fund 5201, Portage County Sewer Notes – Supplemental, Adjust to Actual
 - n. Fund 5400, PCW General Administration – Transfer, Projected Need
 - o. Fund 5600, Sts General Administration – Transfer, Projected Need
 - p. Fund 7217, WC Retro Rating Plan 2008 – Transfer, Projected Need
 - q. Fund 8104, MRDD Gifts & Donations – Supplemental, Appropriation Modification
3. Transfer from Fund 7201, WC RR P General Administration to Fund 7213, WC Retro Rating Plan 2004/09-256
4. Close Fund 5704, StS Generator/09-257

OTHER

5. Journal entry approval:
- a. Processing Expenditure Correction – 1362 Unemployment
6. The Director noted that the sales tax revenue posted at down \$113,000 compared to this time in 2008
7. The Director has met with the Board of Commissioners’ Leadership Team for a review of the 2010 budget. She plans a presentation at the May Leadership Meeting.

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RESOLUTION No. 09-0249 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Charles W. Keiper II, 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 March 24, 2009 in the total payment amount of **\$479,705.58 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

WHEREAS, pursuant to ORC 307.41 the Portage County Board of Commissioners declares it necessary to purchase one (1) 2009 GMC Sierra Pick Up Truck, for use by the Portage County Dog Warden's office; and

WHEREAS, the purchase of the vehicle will be made from State of Ohio contract no. #RS900909; and

WHEREAS, the estimated cost of the vehicle is Twenty-one thousand, seven hundred thirty-three and 50/100 dollars) \$21,733.50, now therefore be it

RESOLVED, that the Portage County Board of Commissioners declares it necessary to purchase one (1) 2009 GMC Sierra Pick Up Truck, for the Portage County Dog Warden at the estimated cost of Twenty-one thousand, seven hundred thirty-three and 50/100 dollars (\$21,733.50); and

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; Christopher Smeiles, Absent; Maureen T. Frederick, Yea;

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RESOLUTION No. 09-0253 - RE: APPROVING A REQUEST FOR INSTALLMENT PAYMENTS OF CONNECTION CHARGES FOR CONNECTION TO THE SANITARY SEWERAGE SYSTEM IN THE PORTAGE COUNTY REGIONAL SEWER DISTRICT AND ESTABLISHING THE TERMS AND CONDITIONS OF THE SAME.

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

WHEREAS, this Board by **Resolution No. 08-0052** adopted January 15, 2008, has established connection charges for connection to the sanitary sewerage system in Ravenna Township and has provided therein that the applicant in order to purchase a permit for such connection may submit a written request to the Board requesting that such connection charges be paid in installments; and

WHEREAS, the following named applicant, being the owners of the property hereafter described applied for a sanitary sewer permit in 2009 and have now requested in writing the option of paying the connection charges, applicable to the following described property in installments;

Applicant:
John E. Angle and Joyce A. Angle (Owners)
by instrument number 200814366 of the Portage County Official Records of Deeds

Service Addresses: 5339 Prospect Street
Ravenna, Ohio 44266

Parcel Numbers: 29-364-00-00-019-000

Property Description: Situated in the Township of Ravenna, County of Portage and State of Ohio: Know as being part of Lot number 64 in the South Division of Lots in said Ravenna Township, and being further described as follows:

Beginning at a point marking the intersection of the South line of said Lot 64 and the centerline of the Ravenna Louisville Road, (S.R. 64); Thence North 5 deg. 28' West 151.40 feet along said centerline of road to a point, said point being the principal point of beginning of the description of this parcel: Thence South 86 deg. 40' West 300.00 feet to an iron pipe and passing over an iron pipe set 33.00 feet from the centerline of the road; Thence North 5 deg. 28' West 100.00 feet to an iron pipe in the North line of property now owned by A.M. Smith; Thence North 86 deg. 40' East 300.00 feet to the centerline of the road and passing over an iron pipe set 33.00 feet there from; Thence South 5 deg. 28' East 100.00 feet along the centerline of the road to the point of beginning. Surveyed by W. D. Moulton, Registered Surveyor No. 1310.

WHEREAS,

this Board, on the basis of all relevant facts and circumstances, hereby determines that the granting of such request would be equitable pursuant to the following terms and conditions that are determined to be fair and appropriate now therefore be it

RESOLVED,

by the Board of County Commissioners, Portage County, Ohio
(COMMISSIONERS):

Section 1. That determinations set forth in the second preamble of this resolution are hereby incorporated herein.

Section 2. That request of the above named applicant for the installment payment of the connection charges established pursuant to Resolution No. **08-0052**, adopted January 15, 2008 with respect to the property described in the preamble to this resolution is hereby approved subject to the following terms and conditions.

- A. The total amount of such connection charges is \$4,405.00.
- B. The connection charges shall be payable in 20 quarterly Installments beginning with the first sanitary sewer billing after connection to the sanitary sewer, unless pursuant to Paragraph H of this section, if the applicant is delinquent twice in any calendar year on paying quarterly installments and carrying charge thereon, at which time the total unpaid balance of such connection charges shall be deemed an additional installment then due and owing in that quarter.
- C. A carrying charge shall be paid equal to 7.34 percent per annum on the unpaid balance of the total connection charges due and owing computed from the date of the payment of the preceding quarterly installment.

- D. The quarterly installment and the carrying charges thereon shall be included as a separate item on the quarterly bill for sewer service.
- E. In the event any installment or the carrying charge thereon are not paid within days after the quarterly billing date, a penalty of 10 percent of the amount then due and owing shall be paid.
- F. The applicant, prior to the issuance of the permit, may be required by the Board of County Commissioners to give security, which may include the requirement of a surety Bond sufficient to assure the payment of all such installments.
- G. The applicant or their successors, in title to the property identified in the preamble (hereinafter referred to as "their successors"), at their option may, at any time, make payment of the unpaid balance of the connection charges and carrying charge provided for herein, provided that if such prepayment option is elected, the carrying charge provided for herein shall be computed and paid only to the date of payment of the unpaid balance.
- H. In the event the applicant or their successors are delinquent twice in any calendar year on paying quarterly installments and carrying and the carrying charge. Thereon, the Board may by notice in writing to the applicant or their successors, declare the unpaid balance of the connection charge to be due and payable immediately as an additional installment then due and owing in that quarter and upon such declaration such installment shall become due and payable, provided that the applicant or their successors, may cure such default and acceleration of the additional installment by paying, within 15 days of such carrying charges thereon together with the penalty applicable thereto. Such written notice shall be given to the applicant or their successors, by registered or certified mail, postage prepaid at the address set forth in the following approval of terms and conditions. It shall be the obligation of the applicant or their successors to notify the County Sanitary Engineer of any difference of address to which such notice shall be sent. In the event such default is not cured by such payment within the specified period, the installments which are delinquent, together with any unpaid carrying charges and penalty and the balance of the connection charges, all of which are due and payable by reason of such declaration, shall be certified by this Board to the County Auditor who shall place the same upon the real property tax list and duplicate against the property served by such connection and such charge shall be a lien on such property from the date the same are placed on the real property tax list and duplicate by the Auditor and shall be collected in the same manner as other taxes.

Section 3. The Sanitary Engineer, acting on behalf of the Board, is hereby authorized and directed to certify to the County Auditor such information as will identify the parcel of property to be served by the connection to be paid in installments pursuant to this resolution, the total amount of the connection charges to be

paid in installments, the amount of each installment and the total number of installments to be paid. The County Auditor shall record such information in the sewer improvement record provided for in Section 6117.33, Revised Code, for the Sewer District and maintain such record until the connection charges are paid in full.

Section 4. The County Sanitary Engineer shall present a certified copy of this resolution to the applicant referred to herein. The applicant shall execute thereon an endorsement that the terms and conditions set forth in the resolution are satisfactory to the applicant and that the resolution and the terms and conditions thereof, constitute an agreement between the applicant and the County. Upon the execution by the applicant of the approval of such terms and conditions, the applicant can execute an affidavit pursuant to Section 5301.252, Revised Code, for recording pursuant to Section 317.08, Revised Code, with respect to the right of Portage County to acquire a lien against the above described property in the event of the failure of the applicant or their successors, to pay when due as provided herein. Such affidavit shall, among other things, identify the property to which such lien may attach and shall have attached to it a true and correct copy of this resolution, including the approval of the terms and conditions by the applicant and such County. Upon the receipt of the resolution with such endorsement executed by the applicant and the execution of such affidavit, the County Sanitary Engineer is authorized to issue to the applicant the permit provided for in Section 2 of Resolution No. **08-0052**.

Section 5. That the Clerk of this Board is hereby directed to file a certified copy of this resolution with the Auditor of this County for recording pursuant to Section 319.61, Ohio Revised Code. In the event the Board declares the unpaid balance to be due and payable pursuant to Subsection H of Section 2 and the default is not cured, a certified copy of the resolution providing for the acceleration of the unpaid balance shall so be certified to the County Auditor for recording pursuant to such section.

Section 6. 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 a 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, Absent;

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RESOLUTION No. 09-0254

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

It was moved by Charles W. Keiper II, second by Maureen T. Frederick 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		
001 Commissioners		
00013 Commissioners Fringes	11,440	0
MEMO TOTAL	<u><u>\$ 11,440</u></u>	<u><u>\$ -</u></u>

Note: Change HB Election

010 Commissioners Other		
00107 Commissioner Other OE	1,224,746	91,013
00109 Commissioner Other ME	85,000	0
MEMO TOTAL	<u><u>\$ 1,309,746</u></u>	<u><u>\$ 91,013</u></u>

Note: BOC Appr 3-10-09 JE#7, Alloc. General W/C, Separation, BOC Appr 3/12/09 JE#7

015 Building Security		
00154 Building Security CS	2,500	0
MEMO TOTAL	<u><u>\$ 2,500</u></u>	<u><u>\$ -</u></u>

Note: BOC Appr. 3/3/09 JE#11

200 Treasurer		
02005 Treasurer MS	0	1,000
0200M Treasurer Overtime	1,000	0
MEMO TOTAL	<u><u>\$ 1,000</u></u>	<u><u>\$ 1,000</u></u>

Note: Projected need

		<u>Increase</u>	<u>Decrease</u>
700 Sheriff's Department			
07006	Sheriff-General Admin CO	28,482	0
07103	Sheriff-Corrections Fringes	12,854	0
0710D	Sheriff-Corrections Full Time	84,136	0
0710M	Sheriff-Corrections Overtime	5,550	0
07203	Sheriff-Detectives Fringes	3,160	0
0720D	Sheriff-Detectives Full Time	17,307	0
0720M	Sheriff-Detectives Overtime	1,440	0
07303	Sheriff-Road Deputies Fringes	11,795	0
0730D	Sheriff-Road Deputies Full Time	96,933	0
0730M	Sheriff-Road Deputies Overtime	3,300	0
07403	Sheriff-Dispatch Fringes	1,849	0
0740D	Sheriff-Dispatch Full Time	11,517	0
0740M	Sheriff-Dispatch Overtime	450	0
	MEMO TOTAL	<u><u>\$ 278,773</u></u>	<u><u>\$ -</u></u>

Note: 2009 Union Increase, BOC Appr 3-10-09 JE#7, BOC Appr 3-12-09 JE#7, BOC Appr 3-19-09 per JT

902 Board Of Elections			
0902D	Board of Elections Full Time	6,000	0
0902H	Board of Elections Election Wo	0	6,000
	MEMO TOTAL	<u><u>\$ 6,000</u></u>	<u><u>\$ 6,000</u></u>

Note: To Fund Replacement Employee Training Period before Retirement

913 Budget Commission			
09135	Budget Commission MS	1,500	0
	MEMO TOTAL	<u><u>\$ 1,500</u></u>	<u><u>\$ -</u></u>

Note: BOC Appr. 3-10-09 JE #8

TOTAL MEMO BALANCE ALL AMENDMENTS	<u><u>\$ 1,610,959</u></u>	<u><u>\$ 98,013</u></u>
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and be it further,

RESOLVED, that the notes stated in the resolution are for informational purposes only and are not intended to restrict the expenditure of those appropriated funds to any single purpose. Such funds are for the use of all expenditures that are lawful under the approved appropriation.

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;

Christopher Smeiles, Absent;

Maureen T. Frederick, Yea;

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RESOLUTION No. 09-0255

RE: AMENDMENT TO THE NON GENERAL FUND
2009 ANNUAL APPROPRIATION RESOLUTION
NO. 08-1182 ADOPTED DECEMBER 11, 2008

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

RESOLVED, that it has become necessary to amend the Non 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: 1100	Concealed Handgun Licenses		
	700 Sheriff's Department		
11005	Concealed Handgun Licenses MS	1,000	0
11006	Concealed Handgun Licenses CO	0	1,000
	MEMO TOTAL	<u><u>\$ 1,000</u></u>	<u><u>\$ 1,000</u></u>

Note: To Cover Supplies Expenses

Fund: 1149	Felony Delinque Care & Custody		
	570 Juvenile Court		
11494	Juv Feny Delnq Care CS	31,102	0
	MEMO TOTAL	<u><u>\$ 31,102</u></u>	<u><u>\$ -</u></u>

Note: FROM UNAPP. FUNDS/COV.NEG. REPLACE RETURNED FUNDS

Fund: 1201	Motor Vehicle And Gas Tax		
	800 Engineer's Department		
12014	Motor Vehicle/Gas Tax CS	60,827	0
12016	Motor Vehicle/Gas Tax CO	255,000	35,827
	MEMO TOTAL	<u><u>\$ 315,827</u></u>	<u><u>\$ 35,827</u></u>

Note: CRAIN AVENUE BRIDGE WETLANDS MITIGATION AGREEMENT

Fund: 1271	RLF CDBG Housing		
	001 Commissioners		
12714	RLF CDBG Housing CS	8,500	0
12718	RLF CDBG Housing DE	0	8,500
	MEMO TOTAL	<u><u>\$ 8,500</u></u>	<u><u>\$ 8,500</u></u>

Note: Move Budget to NDS Home Buyer NDS Home Buyer Ed

		<i>Increase</i>	<i>Decrease</i>
Fund: 1330	Dog And Kennel		
	045 Dog And Kennel		
13304	Dog Kennel - Warden CS	0	480
13305	Dog Kennel - Warden MS	7,480	0
13306	Dog Kennel - Warden CO	18,854	0
	MEMO TOTAL	\$ 26,334	\$ 480

Note: For Projected Need BOC Approval 3-17-09 JE #7

Fund: 1340	MRDD General Administration		
	905 Mental Ret & Dev Disability Bd		
13403	MRDD General Admin Fringes	7,300	68,300
13404	MRDD General Admin CS	797,325	0
13405	MRDD General Admin MS	21,225	51,800
13406	MRDD General Admin CO	0	144,000
13407	MRDD General Admin OE	400	2,000
1340D	MRDD General Admin Full Time	0	101,500
1340E	MRDD General Admin Part Time	49,000	0
1340I	MRDD General Admin Substitute	52,700	0
	MEMO TOTAL	\$ 927,950	\$ 367,600

Note: appropriation modification

Fund: 1341	MRDD Early Childhood Spec Ed		
	905 Mental Ret & Dev Disability Bd		
13415	MRDD Early Child Spec Ed MS	0	2,500
1341D	MRDD Early Ch Spec Ed Full-Tim	0	3,300
	MEMO TOTAL	\$ -	\$ 5,800

Note: appropriation modification

Fund: 1343	MRDD Part B IDEA		
	905 Mental Ret & Dev Disability Bd		
13435	MRDD Part B IDEA MS	0	500
1343D	MRDD Part B IDEA Full-Time	0	12,500
	MEMO TOTAL	\$ -	\$ 13,000

Note: appropriation modification

	<i>Increase</i>	<i>Decrease</i>
Fund: 1360 Child Health General Administr		
051 Job And Family Services		
13605 Child Health Gen Admin MS	4,621	0
MEMO TOTAL	4,621	\$ -

Note: Projected need

Fund: 4008 Wireless 911 Upgrades		
700 Sheriff's Department		
40084 Wireless 911 Upgrades CS	0	200
40085 Wireless 911 Upgrades MS	200	0
MEMO TOTAL	\$ 200	\$ 200

Note: For misc. equipment

Fund: 4100 MRDD Capital Projects		
905 Mental Ret & Dev Disability Bd		
41004 MRDD Capital CS	150,000	0
41006 MRDD Capital CO	950,000	0
MEMO TOTAL	\$ 1,100,000	\$ -

Note: appropriation modification

Fund: 5200 PCS General Administration		
060 Water Resources		
52004 Portage County Sewer CS	88,500	0
52005 Portage County Sewer MS	13,000	0
52006 Portage County Sewer CO	21,940	0
52007 Portage County Sewer OE	8,505	0
52009 Portage County Sewer ME	0	131,945
MEMO TOTAL	\$ 131,945	\$ 131,945

Note: TO MOVE BUDGET TO WHERE

Fund: 5201 Portage County Sewer Notes		
060 Water Resources		
52018 PCS Notes DE	0	2,396,506
MEMO TOTAL	\$ -	\$ 2,396,506

Note: ADJUST TO ACTUAL

		<i>Increase</i>	<i>Decrease</i>
Fund: 5400	PCW General Administration		
	060 Water Resources		
54004	Portage County Water CS	4,600	0
54005	Portage County Water MS	12,000	0
54006	Portage County Water CO	12,780	0
54009	Portage County Water ME	0	29,380
	MEMO TOTAL	\$ 29,380	\$ 29,380

Note: TO MOVE BUDGET TO WHERE

Fund: 5600	StS General Administration		
	060 Water Resources		
56004	Streetsboro Sewer CS	19,150	0
56006	Streetsboro Sewer CO	15,280	0
56007	Streetsboro Sewer OE	58,650	0
56009	Streetsboro Sewer ME	0	93,080
	MEMO TOTAL	\$ 93,080	\$ 93,080

Note: TO MOVE BUDGET TO WHERE

Fund: 7217	WC Retro Rating Plan 2008		
	018 Human Resources		
72174	WC Retro Rating Plan 08 CS	118,078	0
72179	WC Retro Rating Plan 08 ME	0	118,078
	MEMO TOTAL	\$ 118,078	\$ 118,078

Note: Projected Need

Fund: 8104	MRDD Gifts & Donations		
	905 Mental Ret & Dev Disability Bd		
81044	MRDD Gifts & Donations CS	16,500	0
81045	MRDD Gifts & Donations MS	39,000	0
81046	MRDD Gifts & Donations CO	65,000	0
	MEMO TOTAL	\$ 120,500	\$ -

Note: appropriation modification

TOTAL MEMO BALANCE FOR ALL FUNDS	\$ 2,908,517	\$ 3,201,396
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and be it further,

RESOLVED, that the notes stated in the resolution are for informational purposes only and are not intended to restrict the expenditure of those appropriated funds to any single purpose. Such funds are for the use of all expenditures that are lawful under the approved appropriation.

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;

Christopher Smeiles, Absent;

Maureen T. Frederick, Yea;

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RESOLUTION No. 09-0257 - RE: CLOSING OF FUND 5704, StS GENERATOR

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

- WHEREAS,** fiscal activity has ceased in Fund 5704, StS Generator, all payments have been made and the Treasurer’s Cash Balance is \$0.00; now therefore be it
- RESOLVED,** that Fund 5704, StS Generator is hereby closed; and be it further
- RESOLVED,** that a certified copy of this resolution be filed with the County Auditor, the Department of Budget and Financial Management and the Water Resources Department, and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Voice Vote as Follows:

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

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RESOLUTION No. 09-0258 - RE: ENTER INTO A PARTICIPATION AGREEMENT REGARDING THE NATURAL GAS PURCHASE PROGRAM OF THE COUNTY COMMISSIONERS’ ASSOCIATION OF OHIO SERVICE CORPORATION.

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

- WHEREAS,** the County Commissioners’ Association of Ohio Service Corporation (CCAOSC) wishes to continue assisting Ohio counties which are members of the County Commissioners Association of Ohio which choose to participate in securing competitively priced firm natural gas supplies through a natural gas purchase program; and
- WHEREAS,** the CCAOSC wishes to avail itself of the expertise of CCAOSC Energy Solutions, the Manager, in administering the program; and
- WHEREAS,** the CCAOSC and Portage County agree that it is necessary and desirable that this Agreement be entered into in order to create and adopt comprehensive guidelines for the funding, management and administration of the CCAOSC’s natural gas purchase program; now therefore be it
- RESOLVED,** that the Portage County Board of County Commissioners agrees to continue participating in the natural gas program, as finally structured, is both operationally and financially

Penix/Clerk to contact the Township to determine the due date for this letter/resolution of support

2. March 18, 2009 correspondence from Ron DeBarr, NEOTEC, regarding the resignation of Patricia Book from the NEOTEC Board of Trustees. (Referred to Executive Assistant)/Commissioner Keiper noted that Yank Heisler is interested in this appointment but must check with KSU Administration before committing.
3. March 9, 2009 correspondence from Brian McGeady, Miller Valentine Group, regarding a residential development located in or within a one-half mile radius of Portage County's political jurisdiction. Written comments must be submitted within 30 days/Forward to the Water Resources Department for review and comment to the Board of Commissioners regarding this proposed development in the City of Kent.
4. March 19, 2009 e-mail from Anita Herington, Job and Family Services, regarding business openings/Clerk to schedule an interview with Mr. Rinehart.

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JOURNAL ENTRIES

March 24, 2009

1. Board of Commissioners' authorization requested to pay Invoice No. 30284 dated March 6, 2009 from Johnson, Miller & Schmitz LLP for professional services rendered during the month of February 2009 for General Labor matters \$4,976.50/Bring back for discussion on March 26, 2009
2. The Board of Commissioners received the March 12, 2009 correspondence from The Woodlands at Robinson Director Leann Schaeffer to County Auditor Janet Esposito, requesting that staff debit Fund 5100 (one-tenth of the Indirect Cost Allocation of \$14,769.00) and credit the General Fund as follows:

	<u>Org</u>	<u>Object</u>	<u>Amount</u>	<u>Description</u>
<u>Debit</u>	51000544	481000	\$ 14,769.00	FY 09 Cost Allocation
<u>Credit</u>	00100001	152000	\$ 14,769.00	FY 09 Cost Allocation

3. The Board of Commissioners received the Portage County Investment Reconciliation for the month of February 2009 as presented by the County Auditor and County Treasurer.
4. Board of Commissioners' authorization requested to allow Commissioner Keiper, President of the Board, to sign the Ohio Community Development Block Grant Program Status Report for Grant No. B-F-08-062-1 as presented by the Regional Planning Commission. Documents reviewed by Carol Kurtz, Internal Auditor with no exceptions noted.

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PLEASE ADD TO THE AGENDA

March 24, 2009

Attorney Denise Smith attending

1. March 18, 2009 correspondence from Joel Chow, 10 TV News, regarding a public record request/The Board of Commissioners received this request from WBNS-TV of Columbus, Ohio, on March 23, 2009. The Clerk reported that a search of the Commissioners' Journals shows one issue involving an

adoption matter. The case is 1999 CV 00847 Cochran, Gary et al vs. Northeast Ohio Adoption Services. The outcome of that case is not discussed in the Commissioners' minutes.

The Internal Services Director has also reviewed her departmental files and has found no settlement agreement or authorization to release funds as described in the request. Attorney Marsilio will respond to Mr. Chow.

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INFORMATION ONLY

March 24, 2009

1. March 17, 2009 memo from Anita Herington, Job and Family Services to Janet Esposito, County Auditor, regarding the Rodman Account/Forward to the Department of Budget & Financial Management for their files and information.
2. Undated correspondence from Byron Weaver, Vanguard Utility Services, Inc., regarding the (Ravenna) City Wide Water Meter Conversion Program/Forward to the Internal Services Director and the Maintenance Department.
3. March 16, 2009 correspondence from Beth Huhn, USDA Rural Development, including a Business and Cooperative Program brochure.
4. In response to the Board's request for review and comment on the March 13, 2009 Ohio Board of Building Standards public hearing notice, Director Bob Wrentmore, Portage County Building Department will attend May 1, 2009 hearing.
5. March 18, 2009 correspondence from Joseph Hadley, NEFCO, including a full packet from today's General Policy Board meeting.
6. March 19, 2009 correspondence from Connie Leedom, Health Department, including a copy of the 2008 Portage County Combined General Health District's Activity Report
7. March 20, 2009 e-mail from Jim Manion, General Services, regarding Prosecutor's lighting.
8. The Board of Commissioners received the Ashtabula County Weekly Traffic Advisory dated March 20, 2009 as presented by Ohio Department of Transportation.

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JOURNAL ENTRY

March 24, 2009

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

1. The Board of Commissioners accepted the recommendation of General Services Director Jim Manion and agreed to permanently move county owned vehicles to the county owned parking lot in the City of Ravenna known as the "F Lot". The Commissioners approved an overhaul of the parking lot authorizing the installation of a camera, an upgrade to the electrical service, the closing of the Meridian Street entrance with the installation of a man door, and the installation of a sliding gate on Chestnut Street at a cost not to exceed \$21,000. Funds are available in the capital improvement line for this improvement.

2. The Board of Commissioners acknowledged the receipt of the March 12, 2009 correspondence from The Woodlands at Robinson Director Leann Schaeffer to County Auditor Janet Esposito, requesting that staff debit Fund 5100 (one-tenth of the Indirect Cost Allocation of \$14,769.00) and credit the General Fund as follows:

	<u>Org</u>	<u>Object</u>	<u>Amount</u>	<u>Description</u>
<u>Debit</u>	51000544	481000	\$ 14,769.00	FY 09 Cost Allocation
<u>Credit</u>	00100001	152000	\$ 14,769.00	FY 09 Cost Allocation

3. The Board of Commissioners acknowledged the receipt of the Portage County Investment Reconciliation for the month of February 2009, as presented by the County Auditor and County Treasurer.
4. The Board of Commissioners authorized Commissioner Keiper to sign the Ohio Community Development Block Grant Program Status Report for Grant No. B-F-08-062-1, as presented by the Regional Planning Commission. Documents reviewed by Carol Kurtz, Internal Auditor with no exceptions noted.
5. The Board of Commissioners authorized payment of Invoice No. 00042188 dated March 13, 2009 for attendance/transcription of original transcript of proceedings held in the Office of the Industrial Commission on March 3, 2009 in the case of Elizabeth Stein vs. Portage County for \$237.50, as requested by Nagy-Baker Court Reporting and presented by the Portage County Prosecutor's Office.
6. The Board of Commissioners accepted the recommendation of Water Resources Department Director Harold Huff and authorized the re-hire of Harold Ullman as a Temporary Project Superintendent for the Portage County Water Resources Department to assist the Wastewater Division with the coordination and oversight of the following projects:
- ❖ 2009 Zone 3 Sanitary Sewer Flushing Program
 - ❖ 2009 Quarterly Flushing
 - ❖ Industrial Pretreatment Program by conducting inspections of numerous commercial/industrial facilities in the Portage County and Streetsboro Sewer Districts.
 - ❖ Completion of raising 18 manholes in Brady Lake Village due to a Village paving project.

The Board of Commissioners noted that the hire is for an estimated 560 hours commencing April 6, 2009 and continuing through the completion of these projects. Funding for this position is available in the 2009 Portage County Water Resources Department budget Funds 5200 and 5600.

7. The Board of Commissioners authorized the hire of H. Luli Construction at a cost of \$15,895 as an emergency/specialty contractor to remove a steel grease trap box and by-pass and dewater the Pleasant Avenue Pump Station site located at 6547 Pleasant Avenue adjacent to Brady Lake, as recommended by the Portage County Water Resources Department. Funding for this project is available in the 2009 Portage County Sewer District Operations and Maintenance budget.
8. The Board of Commissioners signed the March 24, 2009 correspondence authorizing the full time permanent hire of Gwendell Bolen as a Treatment Plant Operator II, as recommended by the Portage

County Water Resources Department Director Harold Huff. The Board of Commissioners notes that this hire is contingent upon the applicant passing a pre-employment physical and drug screen.

9. The Board of Commissioners accepted the March 24, 2009 recommendation of Portage County Water Resources Department Director Harold Huff and authorized the full time permanent hire of internal candidate Sandra Humphrey (currently an Engineer Technician I) as an Engineer Technician II, effective March 30, 2009.
10. The Board of Commissioners signed the March 24, 2009 correspondence to County Auditor Janet Esposito requesting that the Auditor's office process an expenditure correction for Fund 1362 Unemployment, as presented by the Department of Budget and Financial Management:

	ORG	OBJECT	AMOUNT	DESCRIPTION
Debit	00010003	321400	\$886.89	Unemployment CH
Credit	13620523	321400	\$886.89	Unemployment CH

11. The Board of Commissioners signed the Personnel Action Form authorizing the promotion of Rebecca Howard from Income Maintenance Aide 2 to Income Maintenance Aide 3 (replacing Renee Henderson) effective March 30, 2009 for the Portage County Department of Job & Family Services, as presented by Human Resources Department Director Karen U'Halie and approved by Department of Job & Family Services Director Anita Herington.
12. The Board of Commissioners approved the following Personnel Requisitions, as presented by the Portage County Human Resources Department and approved by Department of Job & Family Services Director Anita Herington:

DEPARTMENT	JOB TITLE	GRADE	ACTION
Job & Family Services	Income Maintenance Aide 2 (Replacing Vanessa Gyoker)	JFS B	Post Internally and Externally

Commissioner Smeiles absent, 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 **March 24, 2009**. There being no further business to come before the Board, it was moved by Maureen T. Frederick, seconded by Charles W. Keiper II to adjourn the official meeting at 11:30 AM. Commissioner Smeiles absent, motion carries.

Charles W. Keiper II, President

Maureen T. Frederick, Vice President

ABSENT

Christopher Smeiles, Board Member

Deborah Mazanec, Clerk

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