

Tuesday, July 21, 2009

The Board of County Commissioners met in regular session on **Tuesday, July 21, 2009 at 9:28 AM** with the following members present:

Charles W. Keiper II

Maureen T. Frederick

Christopher Smeiles

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It was moved by Maureen T. Frederick, seconded by Christopher Smeiles to approve the meeting minutes of the July 16, 2009 meeting. All in favor, motion carries

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

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CBO WRENTMORE

Present: Bob Wrentmore, Jim Manion

The CBO is attending today to discuss the Mantua Village request for a waiver of permit fees for a Village project to be funded by grant dollars. The CBO noted that there is \$231.75 in fees if for the plan review and inspection costs. Commissioner Smeiles stated that that times are tight and added that he would prefer to not waive, setting a precedent for future requests. The Board of Commissioners agreed; the CBO will send a letter to the Mayor responding that he cannot waive the fees at this time in this economy.

General Services Director Jim Manion noted that the painting project at the former Prosecutor's Annex is almost completed. The stairwells and closets are not yet painted and the carpeting will be installed next week. The Solid Waste Management District provided the paint for the project. The timeline calls for an end of August move-in date and JFS has scheduled the installation of the state computers.

Mr. Manion reported that the Records Center clean-up is also progressing nicely. The new mattresses located at the site may be offered to Family & Community Services since the Jail cannot use them. The Board of Elections has one large room of items at the Records Center, which they will go through next week. There are several rooms that contain confidential items that should be locked or rekeyed.

Once the JFS staff moves to their new location, the Building Department will begin the move to that space. One of the county architects has looked at the area and he is preparing the necessary drawings.

The asbestos tiles, damaged in the recent flood on the 2nd and 3rd floors of the Administration Building, were removed last week. Insurance money is available for that abatement.

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WATER RESOURCES

Present: Harold Huff

1. **RESOLUTION** - Accept bids and award contract for Project No. PC (08-080) O&M Facility Emergency Power, in the Portage County Regional Sewer District and the Streetsboro Sanitary District No. 4, Shalersville Township./09-0675
2. **SIGNATURES** - Contractor's Application for Payment No. 9 – Final on State Route 44 Vacuum Sewer Installation, Contract B/Held by the Director/original documents returned to Harold Huff

3. **JOURNAL ENTRY** - Sewer Account 305-18940-00 Steve King/Journal Entry.
4. **JOURNAL ENTRY** - Request to obtain property for sanitary pump station site/Journal Entry.
5. Portage County Wastewater Improvements, Round 20 Ohio Public Works Commission/Journal Entry.

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SENIOR CENTER DIRECTOR/PROSECUTOR

Present: Sally Kelly, Jim Manion, Leigh Prugh

10:35 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Maureen T. Frederick**, seconded by **Christopher Smeiles** that the Board of Commissioners move into executive session to conference with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action. **Also present: Attorney Leigh Prugh, General Services Director Jim Manion, Director of Senior Services Sally Kelly.** Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

10:50 AM Upon conclusion of the above referenced discussion, it was moved by **Maureen T. Frederick**, seconded by **Christopher Smeiles** that the Board of Commissioners move out of executive session. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

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

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WHISPERING MEADOWS SUBDIVISION - DISCUSSION

Present: Developer Ken Coffman; Dan Jendrisak, County Engineer’s Office; Attorney Leigh Prugh, Suffield Township Trustee Dave Polen, Suffield Township Zoning Inspector Jim Albertoni, Portage County Soil & Water District Coordinator James Bierlair

The Board of Commissioners asked Attorney Prugh to create a draft boilerplate agreement to be used with developers to ensure that Portage County developments are completed. Attorney Prugh noted that the letter of credit, which has an expiration date, is not as substantive as an Escrow Agreement, which does not expire. The banks must understand that the county must sign-off on any release of money.

The Board of Commissioners had invited Developer Ken Coffman of the Whispering Meadows Subdivision in Suffield Township to attend today to discuss the completion of the roads in the subdivision. The developer noted that the Portage County Soil & Water District is requiring that the retention pond be pumped to remove a structure there. Once that is finished, the road will be completed with a final top coat, which should be completed before winter. He added that there are 11 houses in this 16 unit development and that he planned to wait for all 16 lots to be sold and homes to be built before finishing the road. The developer is plowing every winter so that the busses could pick up children and mowing the front area. Mr. Coffman stated that he wants to complete the subdivision and hand it over to the homeowners’ association. Bids have been out for several months for the paving project with prices coming down. The developer noted that the survey monuments are to be located prior to the final paving/top coat. The developer did not realize that the road had to be completed within a certain time frame until Suffield Township Zoning Inspector Albertoni moved into the development.

Commissioner Smeiles stated that the Board of Commissioners simply wants the subdivision completed. Trustee Polen added that the trustees will accept the road as a township road once it is approved the county. The ditches look good even though they had filled with silt. Attorney Prugh and the developer agreed to meet to complete an agreement with firm dates for completion included.

Mr. Albertoni stated that he moved into the development last June and began to ask the developer to complete the roads at that time. The homeowners would like to see a "drop dead date" that the storm water pond is cleaned out, that area re-sodded and the road completed. The allotment is beautiful but must be completed. The roads were to be completed within 18 months in accordance with the Portage County Subdivision Regulations.

Attorney Leigh Prugh and Developer Ken Coffman to work together to create an agreement with a completion date.

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PROSECUTOR

Present: Denise Smith

Review of Prosecutor's Pending list

1. The Board of Commissioners referred a June 29, 2009 memo from the Clerk of Courts, which included an annual billing for outstanding court costs for the Board of Commissioners to Attorney Smith for her review. Attorney Smith advised that the Board of Commissioners does not pay court costs, as presented by the Clerk of Courts. Attorney Smith is preparing a letter to the Clerk of Courts.
2. The Board of Commissioners noted that they have asked Attorney Leigh Prugh to prepare a boilerplate agreement for any and all developments/developers who have expired agreements. The new agreement should include a punch list as an attachment and there should be a written guarantee of financial compliance. The letter should say "you are in default, sign this agreement with a guarantee of completion and proof of money".

Prosecutor's Correspondence

1. July 13, 2009 correspondence from Leigh Prugh to Lillian Rothermel, regarding Timberstone Subdivision/Information only

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RESOLUTION No. 09-0665 - 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 July 21, 2009 in the total payment amount of **\$450,053.43 for Funds 0001-5600** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

**EBERLY ROAD (RAN 20 TH28A) BRIDGE
REPLACEMENT PROJECT.**

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

WHEREAS, the Portage County Engineer is developing plans and specifications and the necessary environmental documents for the project known as the **Eberly Road (RAN 20 TH28A) Bridge Replacement Project** over the Congress Lake Outlet in Randolph Township, Portage County, and

WHEREAS, the Portage County Engineer has secured 80% federal funding from the County Engineer's Association of Ohio LBR Program up to a maximum of \$566,240, and

WHEREAS, the Portage County Engineer has received LPA Agreement #22842 from the Director of the Ohio Department of Transportation for this project, and

WHEREAS, said LPA Agreement provides for the direct payment to the Contractor(s) of the federal funds for appropriate work completed on the project, now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby authorize the Portage County Engineer to enter into LPA Agreement #22842 with the Director of the Ohio Department of Transportation to access federal funds to pay the Contractors for work completed on the project known as the **Eberly Road (RAN 20 TH28A) Bridge Replacement Project** over the Congress Lake Outlet in Randolph Township, Portage County, 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, Yea; Maureen T. Frederick, Yea; Christopher Smeiles, Yea;

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RESOLUTION No. 09-0669 - RE: A RESOLUTION TO AUTHORIZE THE PORTAGE COUNTY ENGINEER TO EXECUTE LOCAL PUBLIC AGENCY (LPA) AGREEMENT #22843 WITH THE DIRECTOR OF THE OHIO DEPARTMENT OF TRANSPORTATION FOR THE PROJECT KNOWN AS THE HOPKINS ROAD (NEL 160 TH250A) BRIDGE REPLACEMENT PROJECT.

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

WHEREAS, the Portage County Engineer is developing plans and specifications and the necessary environmental documents for the project known as the **Hopkins Road (NEL 160 TH250A)) Bridge Replacement Project** over the Eagle Creek in Nelson Township, Portage County, and

WHEREAS, the Portage County Engineer has secured 80% federal funding from the County Engineer’s Association of Ohio LBR Program up to a maximum of \$668,000, and

WHEREAS, the Portage County Engineer has received LPA Agreement #22843 from the Director of the Ohio Department of Transportation for this project, and

WHEREAS, said LPA Agreement provides for the direct payment to the Contractor(s) of the federal funds for appropriate work completed on the project, now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby authorize the Portage County Engineer to enter into LPA Agreement #22843 with the Director of the Ohio Department of Transportation to access federal funds to pay the Contractors for work completed on the project known as the **Nelson Road (NEL 160 TH250A) Bridge Replacement Project** over the Eagle Creek in Nelson Township, Portage County, 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, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No 09-0670

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RE: A RESOLUTION TO AUTHORIZE THE PORTAGE COUNTY ENGINEER TO EXECUTE AMENDMENT TO LOCAL PUBLIC AGENCY (LPA) AGREEMENT #20657 WITH THE DIRECTOR OF THE OHIO DEPARTMENT OF TRANSPORTATION FOR THE PROJECT, KNOWN AS THE BRADY LAKE ROAD BRIDGE REPLACEMENT OVER BREAKNECK CREEK AND CSX RAILROAD IN FRANKLIN TOWNSHIP, PORTAGE COUNTY.

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

WHEREAS, resolution 04-0953 authorized the Portage County Engineer to execute the Local Public Agency (LPA) Agreement with the Director of the Ohio Department of Transportation

for the project known as the **Brady Lake Road Bridge Replacement over Breakneck Creek and CSX Railroad** in Franklin Township, Portage County , and

WHEREAS, resolution 07-0001 amended the Local Public Agency (LPA) Agreement with the Director of the Ohio Department of Transportation reducing the federal participation from 95% to 90% which reduced the federal share from \$1,795,500 to \$1,701,000, and

WHEREAS, resolution 09-0392 amended the Local Public Agency (LPA) Agreement with the Director of the Ohio Department of Transportation to provide for the additional \$1,124,000 of federal funds through the Federal America Recovery and Reinvestment Act, and

WHEREAS, Ohio Edison will have to temporarily remove their lines for the construction of the **Brady Lake Road Bridge Replacement**, and

WHEREAS, Ohio Edison estimates the cost to temporarily remove their lines at \$40,000, and

WHEREAS, the Director of the Ohio Department of Transportation has amended said LPA agreement to provide \$40,000 from the federal (CEAO-LBR) funds to be eligible for right of way phase of the project, now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby authorize the Portage County Engineer to execute amendment to LPA Agreement #20657 with the Director of the Ohio Department of Transportation for the project known as the **Brady Lake Road Bridge Replacement over Breakneck Creek and CSX Railroad** in Franklin Township, Portage County, and be it further

RESOLVED, that said LPA agreement has been amended to change the federal (CEAO-LBR) funds to include \$40,000 in the right of way phase of the project, and be it

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, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0671

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RE: REQUEST THAT THE STATE DIRECTOR OF TRANSPORTATION REDUCE THE SPEED LIMIT ON BRADY LAKE ROAD, C.H. 162, BEGINNING AT REDBRUSH ROAD, C.H. 158 AND ENDING AT STATE ROUTE 59, IN RAVENNA TOWNSHIP.

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

WHEREAS, the Portage County Engineer's Department requests that the speed limit be reduced on **Brady Lake Road, C.H. 162**; now therefore be it

RESOLVED, that the County Engineer, having completed the engineering studies by virtue of the provisions of Section 4511.21 of the Revised Code of Ohio, the Director of Transportation of the State of Ohio be and is hereby requested to review the engineering and traffic investigations and determine and declare a reasonable speed limit and to consider the recommendation of speed limits of the Portage County Engineer and Board of Portage County Commissioners as follows:

Reduce the speed limit from 45 MPH to 35 MPH on Brady Lake Road, C.H. 162, beginning at Redbrush Road, C.H. 158 and ending at State Route 59 in Ravenna Township; and be it further

RESOLVED, that upon notification from the Director of Transportation of the State of Ohio of the speed limit declared reasonable and safe, standard signs be properly posted giving notice thereof, 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, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0672

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

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

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

		<i>Increase</i>	<i>Decrease</i>
		<hr/>	<hr/>
Fund: 1166	EMPG Homeland Security Grant		
	930 Emergency Management Agency		
11664	EMPG Homeland Security CS	21,225	0
11665	EMPG Homeland Security MS	10,000	0
	MEMO TOTAL	<hr/> \$ 31,225 <hr/>	<hr/> \$ - <hr/>

Note: Projected Need

	TOTAL MEMO BALANCE FOR ALL FUNDS	<hr/> \$ 31,225 <hr/>	<hr/> \$ - <hr/>
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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, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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**RESOLUTION No. 09-0673 - RE: CREATE FUND 1254, NEIGHBORHOOD STABILIZATION
NSP**

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

- WHEREAS,** it has become necessary to create a new fund in order to properly control the processing of financial related transactions related to the Neighborhood Stabilization Program (NSP) Project, and
- WHEREAS,** the County Auditor has assigned fund number 1254 to the Neighborhood Stabilization (NSP) Project; now therefore be it
- RESOLVED,** that Fund 1254, Neighborhood Stabilization NSP be created, and be it further
- RESOLVED,** that a certified copy of this resolution be filed with the County Auditor, the Portage County Regional Planning Commission, and the Department of Budget and Financial Management, and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Voice vote as follows:

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

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**RESOLUTION No. 09-0674 - RE: CASH ADVANCE - FROM FUND 5200, PCS GENERAL
ADMINISTRATION TO FUND 5314, PCS A/C PIPE
REPLACEMENT**

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

- WHEREAS,** the estimated cost for the A/C Pipe Replacement, Phase 1 Construction Project is \$211,073.00, and
 - WHEREAS,** interim financing is needed to commence construction on the A/C Pipe Replacement, Phase 1 Construction Project until permanent financing is obtained; now therefore be it
 - RESOLVED,** that the following cash advance be authorized in the amount of \$ 211,073.00
- FROM:**
FUND 5200, PCS GENERAL ADMINISTRATION,
ORGCODE- 520040P9
Project: 09020

Debit Expense Account
Object 920000 Advances Out \$ 211,073.00

TO:
5314, PCS A/C PIPE REPLACEMENT
ORGCODE- 53140602
Project: 09020
Credit Revenue Account
Revenue Source 290000 Advances In \$ 211,073.00

and be it further

RESOLVED, that the cash advance will be repaid when permanent financing for the project is obtained; and be it further

RESOLVED, that the County Auditor is hereby requested to make said cash advance by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, the 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.

Roll call vote as follows:

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

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RESOLUTION No. 09-0675 - RE: ACCEPT BIDS AND AWARD CONTRACT FOR PROJECT NO. PC (08-080), O & M FACILITY EMERGENCY POWER, IN THE PORTAGE COUNTY REGIONAL SEWER DISTRICT AND THE STREETSBORO SANITARY DISTRICT NO. 4, SHALERSVILLE TOWNSHIP.

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

WHEREAS, this Board by Resolution No. 09-0515 adopted June 9, 2009 and amended by Resolution No. 09-0636 adopted July 14, 2009, set the date and time for bidding of Project No. PC (08-080), O & M Facility Emergency Power, hereinafter referred to as the PROJECT; and

WHEREAS, the notice of accepting bids was advertised in the Record Courier Newspaper on June 15, 2009 and June 22, 2009; and

WHEREAS, nine potential bidders received plans and specifications for the PROJECT; and

WHEREAS, this Board received six sealed bids for the PROJECT on July 8, 2009, as named below; and

Emery Electric, Inc.	\$ 80,300.00
RB Thomas Electric Co., Inc.	\$ 94,160.00
Martell Electric Co., Inc.	\$ 106,302.00
Lake Erie Electrical	\$ 106,750.00
Enertech Electrical Co.	\$ 106,900.00
B & J Electric of Poland	\$ 115,481.00

WHEREAS, based upon his analysis of the bid received (bid tabulation attached), the Portage County Water Resources has made a recommendation for award; now therefore be it

RESOLVED, by the Board of Commissioners of Portage County, Ohio:

Section 1. That this Board hereby awards the PROJECT to the responsive bid of Emery Electric, Inc., 2080 Case Parkway S., Twinsburg, OH 44087, in the bid amount of \$ 80,300.00.

Section 2. That the Water Resources is hereby authorized and directed to issue the Notice Of Award to the contractor named in Section 1.

Section 3. That the funds to cover the cost of the PROJECT are budgeted in the "O & M Facility Emergency Power", Funds 520040P6 684000 08080, 540040W6 685000 08080, and 560040S6 684000 08080.

Section 4. That the Clerk of this Board is hereby directed to certify a copy of this Resolution to the County Auditor and the Department Of Budget and Financial Management within 15 days after its passage.

Section 5. It is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board and that all deliberations of this Board and of any of its committees on or after November 28, 1975, that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Voice vote as follows:

Charles W. Keiper, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTIONS

July 21, 2009

1. Approval of Meeting Minutes from the July 16, 2009 regular Board Meeting as presented.

2. Approve the Bills as presented by the County Auditor and reviewed by the Internal Auditor./09-0665
3. Approve the Journal Vouchers as presented by the County Auditor./09-0666
4. Approve Then & Now as presented by the County Auditor./09-0667
5. Authorize the Portage County Engineer to execute Local Public Agency (LPA) Agreement No. 22842 with the Director of the Ohio Department of Transportation for the project known as the Eberly Road (RAN 20 TH28A) Bridge Replacement Project (County Engineer)./09-0668
6. Authorize the Portage County Engineer to execute Local Public Agency (LPA) Agreement No. 22843 with the Director of the Ohio Department of Transportation for the project known as the Hopkins Road (NEL 160 TH250A) Bridge Replacement Project (County Engineer)./09-0669
7. Authorize the Portage County Engineer to execute an amendment to the Local Public Agency (LPA) Agreement No. 20657 with the Director of the Ohio Department of Transportation for the project known as the Brady Lake Road Bridge Replacement over Breakneck Creek and CSX Railroad in Franklin Township, Portage County (County Engineer)./09-0670
8. Request the State Director of Transportation reduce the speed limit on Brady Lake Road C.H. 162 beginning at Redbrush Road, CH 158 and ending at State Route 59 in Ravenna Township./09-0671

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INVITATIONS/MEETING NOTICES

July 21, 2009

1. Invitation from the CCAO for the August Board meeting of the Board of Trustees of the County Commissioners Association of Ohio, in conjunction with the Effective Government Through Collaboration Meeting on Wednesday, August 19, 2009, at the Galaxy Restaurant and Banquet Center, Medina County, 9:30-11:30 AM.
2. Meeting location change for the AMATS July Committee meetings. Policy Committee meeting on Wednesday, July 29, 2009, 1:30 PM, Martin Center South Room.
3. Invitation from Hattie Larlham Center for Excellence for the Hope At Work Celebration of Life on Tuesday, August 11, 2009, 4:00-6:00 PM, at Hattie Larlham, 9772 Diagonal Rd, Mantua.
4. Invitation from NEOUCOM for the dedication ceremony at the Portage County Community Health Center to honor the legacy of Cecil and Rosalie Smith on Wednesday, August 12, 2009, 7:30-9:00 AM.
5. Meeting notice from NEFCO for the General Policy Committee meeting on Wednesday, July 15, 2009, Summa Health Center at Green, 8:30 AM.

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INCOMING CORRESPONDENCE

DISCUSSION

July 21, 2009

1. Discussion: Each Board of Commissioners to review July 16, 2009 Subdivision Regulations/Information only

2. Discussion: Walden Pointe response from Leigh Prugh/Information only.

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JOURNAL ENTRIES

July 21, 2009

1. The Board of Commissioners received the July 16, 2009 notice from Linda Marcial, Portage County Board of Elections, indicating that the Board of Elections will be open to the public in preparation for the August 4, 2009 Special Election as follows:

Saturday, August 1, 2009	8:00 AM-12:00 Noon
Tuesday, August 4, 2009	6:30 AM-until business is completed.

2. The Board of Commissioners received the July 9, 2009 correspondence from the Ohio Department of Natural Resources indicating Resolution No. 09-0571 adopted June 18, 2009 is compliant with minimum National Flood Insurance Program standards.
3. July 17, 2009 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimate Resources for the fiscal year beginning January 1, 2009 as presented by the Portage County Auditor's Office.

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REFERRED

July 21, 2009

1. July 8, 2009 correspondence from Columbia Gas Transmission, regarding property formerly owned by G. Allen Dickey Trustee, Columbia Gas Transmission Corporation Lease No. 3196161-000. Referred to Executive Assistant.

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PLEASE ADD TO THE AGENDA

July 21, 2009

1. The Department of Budget & Financial Management presents the following for Board consideration:
- 1. Other Funds Amendments to the Annual Appropriation Resolution:/08-0672
 - a. Fund 1166, EMPG Homeland Security Grant – Supplemental, For Projected Need
 - 2. Create Fund 1254, Neighborhood Stabilization NSP/09-0673
 - 3. Cash Advance from Fund 5200, PCS General Administration to Fund 5314, PCS A/C Pipe Replacement/09-0674

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INFORMATION ONLY

July 21, 2009

1. July 16, 2009 correspondence from Todd Peetz, Regional Planning Commission, including the 2nd Quarter Report for Technical Assistance hours utilized and available.
2. The Board of Commissioners received the July 17, 2009 Traffic Advisory Update regarding State Route 183 Closure as presented by Ohio Department of Transportation.

3. The Board of Commissioners received an advertisement for Loyaltan of Ravenna regarding Christmas in July \$1,000 off rent for two months with move-in by July 31, 2009.
4. The Board of Commissioners received the July 17, 2009 Weekly Traffic Advisory, as presented by Ohio Department of Transportation.
5. The Board of Commissioners received the Report on the 110th Congress for 2007-2008, as presented by U.S. Senator George Voinovich.
6. The Board of Commissioners received the June 30, 2009 Portage County Regional Airport Authority Meeting minutes.
7. The Board of Commissioners received the July 15, 2009 Portage and Trumbull County Update, as presented by Ohio Department of Transportation.

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Journal Entry

July 21, 2009

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

1. The Board of Commissioners acknowledged the receipt of the July 16, 2009 notice from Linda Marcial, Portage County Board of Elections, indicating that the Board of Elections will be open to the public in preparation for the August 4, 2009 Special Election as follows. The Board of Commissioners agreed to forward a copy of this information to the Director of Maintenance and Director of Security.

Saturday, August 1, 2009	8:00 AM-12:00 Noon
Tuesday, August 4, 2009	6:30 AM-until business is completed.

2. The Board of Commissioners acknowledged the receipt of the July 9, 2009 correspondence from the Ohio Department of Natural Resources indicating that Commissioners’ Resolution No. 09-0571, adopted June 18, 2009 is compliant with the minimum National Flood Insurance Program (NFIP) standards. The ODNR will forward the Portage County Resolution with the ODNR approval to FEMA Region V offices to complete the regulation update process.
3. The Board of Commissioners acknowledged the receipt of the July 17, 2009 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimate Resources for the fiscal year beginning January 1, 2009, as presented by the Portage County Auditor.
4. The Board of Commissioners accepted the recommendation of Portage County Water Resources Department Director Harold Huff and authorized the removal of late charges for the following sewer customer. The Board of Commissioners noted that the mobile home located on that property was torn down when the property was sold to Mr. King, who had the line capped and inspected.

Name	Address	Account Number	Late Charges Removed
Steve King	4048 Wilson Ave. Rootstown Township Parcel No. 32-020-12-00-254-000 New Parcel 32-020-12-00-252-001	305-18940-00	\$461.89

5. The Board of Commissioners authorized the Portage County Water Resources Department to work with the Portage County Prosecutor's Office to obtain a permanent easement or permanent parcel from the Collinwood Shale, Brick and Supply Company (parent company to Hugo Sand) for a pump station site for the Aurora Meadows Subdivision Sanitary Sewer Improvements Project No. M-1 (06-190), as recommended by the Portage County Water Resources Department. The Board of Commissioners also authorized the hire of a local appraisal company and local title company to perform the appraisal and title search for this process.
6. The Board of Commissioners signed the Personnel Action form acknowledging the resignation of Alicia Stalnaker as an Income Maintenance Aide 2 for the Portage County Department of Job and Family Services, effective July 10, 2009, as presented by the Human Resources Department Director Karen U'Halie and approved by the Department of Job and Family Services Director Anita Herington.
7. The Board of Commissioners signed the Personnel Action Form authorizing the promotion of Melissa Barrow from an Income Maintenance Aide 2 to a CSEA Clerical Specialist (replacing Christina Cunningham), effective August 10, 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.
8. The Board of Commissioners signed the Personnel Action Form authorizing an unpaid leave of absence due to a medical condition for Eileen Billings, IM Aide 2, effective June 22, 2009 through an expected date of return on December 23, 2009, as presented by Human Resources Department Director Karen U'Halie and approved by Department of Job & Family Services Director Anita Herington.
9. The Board of Commissioners signed the July 21, 2009 correspondence to Abbey DeHart, Ohio Public Works Commission, advising that Portage County will not use OPWC Loan Assistance Funds of \$61,200.00 for the Portage County Wastewater Improvements, Round 20 (OPWC Project No. CG05), as presented by Director Harold Huff, Portage County Water Resources Department. The Board of Commissioners noted that the project costs came in lower than anticipated and the county did not have to obtain note proceeds for the financing of the project.

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 **July 21, 2009**. There being no further business to come before the Board, it was moved by Maureen T. Frederick, seconded by Christopher Smeiles to adjourn the official meeting at 11:28 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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