

Tuesday, August 11, 2009

The Board of County Commissioners met in regular session on **Tuesday, August 11, 2009 at 10:22 AM** with the following members present:

Maureen T. Frederick

Christopher Smeiles

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Commissioner Keiper on vacation

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It was moved by Christopher Smeiles, seconded by Maureen T. Frederick to approve the meeting minutes of the August 6, 2009 meeting. Commissioner Keiper absent, motion carries

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GRANTS ADMINISTRATOR

Present: Dan Banks, Charlene Badger

Mr. Banks attending to advise the Board of Commissioners that the county has received three grants from the Office of Criminal Justice Services: 1) for the purchase of 10 vehicles for the Sheriff with a \$67,500 local match in 2010, 2) two courtroom deputies for 17 months with a reduced match for the \$85,000 award, and 3) the Prosecutor's Collaboration grant with a less than \$8,000 local match.

The General Fund will provide the local match for the vehicles and the Sheriff is providing the match for the courtroom deputies. The Commissioners asked that Mr. Banks check with the Motor Pool to make certain that they can work on Chevrolets as well as Ford vehicles, since the Sheriff may want to purchase vehicles other than Crown Victorias. The Director will provide additional information regarding the grants to the Board of Commissioners in bullet points. The Director to work with the Executive Assistant to prepare press releases. Director Banks will bring back the award documents and acceptance resolutions.

09 State Homeland Security Program

Resolution 09-0741 authorizes the application to the state for regional Homeland Security funds for structural collapse training.

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PROSECUTOR

Present: Denise Smith

Prosecutor's Correspondence

1. August 6, 2009 e-mail from Leigh Prugh, regarding Whispering Meadows/Hold for the August 13th agenda.
2. August 10, 2009 e-mail from Theresa Scahill, including a draft resolution declaring the necessity of and placing on the ballot of the November 3, 2009 General Election an additional levy of four-tenths (0.4) mill for the benefit of the Portage County General health District./09-735

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10:32 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 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 Denise Smith.** Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Absent; Maureen T. Frederick, Yea.

10:55 AM Upon conclusion of the above referenced discussion, it was moved by **Christopher Smeiles**, seconded by **Maureen T. Frederick** that the Board of Commissioners move out of executive session. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Absent; Maureen T. Frederick, Yea.

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

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REGIONAL PLANNING COMMISSION

Present: Todd Peetz

Director Peetz reviewed the August 12, 2009 Regional Planning Commission agenda with the Board of Commissioners. County Engineer Mickey Marozzi will be presenting the storm water draft program to the Regional Planning Commission tomorrow. Commissioner Frederick stated that she has received many comments opposing the storm water program proposal.

The Director noted that the Regional Planning Commission will discuss tomorrow the use of Township’s Technical Assistance Hours (TA) to complete the Subdivision Regulations update. The Commissioners agreed that they would approve the use of the remaining county TA hours towards that update.

The Director noted that the new Solar Wind Policy is being used by Suffield Township; Atwater Township is interested in also using the policy. Freedom Township contacted the Regional Planning Commission to express its disappointment with the draft policy – Mr. Peetz will meet with the Trustees next week to address any questions.

The Director noted that there have been four (4) subdivision applications for a total of seven (7) lots. There have been several applications for five (5) acre plus lots. The Regional Planning Commission is at 30% of budget for revenues

The Director continues to work with KSU and Hiram College on programs.

Commissioner Smeiles suggested that the Regional Planning Commission create a tickler system to identify subdivisions that are out of time or getting close to being out of time. There is a need to create a process to get them back on track. At this time Regional Planning Commission staff Claudia James does track subdivision progress but not the financial concerns. Commissioner Smeiles stated that Ms. James needs to throw red-flags for Board of Commissioners, the County Engineer and Prosecutor, plugging in the financial issues with the tracking.

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11:30 AM Lunch Recess

2:20 PM Board of Commissioners reconvened

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DOG WARDEN

Present: Dave McIntyre, Jon Barber, Audrey Tillis

The Dog Warden attending today to discuss the draft Volunteer Program for the Dog Warden' Office and Shelter for volunteers 14 years and over. The Dog Warden noted that this form was taken from Geauga County, and approved by Attorney Tommie Marsilio and Human Resources Department Safety/Loss Coordinator Michelle Ripley. The Board of Commissioners asked that the Dog Warden to provide written approvals from the Human Resources Department and the Prosecutor/Journal Entry

The Board of Commissioners discussed the practice of the Dog Warden's staff giving dogs brought into the facility a rabies shot. Staff cannot give proof of a shot, since they are not under the direction of a veterinarian and are not recognized by the ODOH. Commissioner Frederick contacted Attorney Denise Smith who noted that there is no county liability in this matter since shots are not given to the general public, only to dogs coming into the facility to stay.

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DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: Audrey Tillis

Resolutions

- 1. Cash Advance from Fund 0001, General Fund to Fund 1364, Child Health Grant/09-736
- 2. Cash Advance Repayment from Fund 1122, Adult Probation to Fund 0001, General Fund/09-737
- 3. Cash Advance Repayment from Fund 1165, Homeland Security B (SHSP) to Fund 0001, General Fund/09-738
- 4. Transfer from Fund 0001, General Fund to Fund 1481, Prosecutor's State Grant/09-739
- 5. Amendment to the Non-General Fund 2009 Annual Appropriation/09-0740

Other

- 6. Journal entry approval(s):
 - a. Processing Local Match – Emergency Management Performance Grant/Journal Entry

Updates

- 7. BOC Pending Requests
 - a. Nursing Home Cash Advance – The Director will present resolutions for Board of Commissioners approval in August
 - b. Water Resources Sheriff Training Facility Billing/MOU to be reviewed by Board of Commissioners on August 13th.
- 8. Public Defender – Legal Expense/09-0734
- 9. FY 2009 Debt Issue Status

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Department of Budget & Finance Work Session

The Director discussed the FY 2009 budget and the FY2010 follow-up

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RESOLUTION No. 09-0731 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE

RESOLUTION No. 09-0734 - RE: AMEND RESOLUTION NO. 09-0080 TO INCREASE THE AMOUNT FROM \$52,800 TO \$56,352 FOR PROFESSIONAL SERVICES WITH BROUSE & McDOWELL, FOR LEGAL REPRESENTATION.

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

WHEREAS, the Portage County Prosecutor's Office has advised the Board of Commissioners that, pursuant to Revised Code 2744.07, the county may provide a defense for an employee who was acting within the scope of his employment; and

WHEREAS, the Portage County Board of Commissioners desires to continue to provide legal counsel for Portage County Public Defender Dennis Day Lager in the matter of *Robin Bostick v. Portage County Public Defender's Office et.al* (Case No. 2007-CV 000803 in the Portage County Court of Common Pleas); and

WHEREAS, the Board of Commissioners adopted Resolution 07-0710 on July 17, 2007 authorizing payment not to exceed \$10,000.00 and payable by a Purchase Order to **Brouse McDowell LPA, and Attorney Daniel L. Bell, 388 S. Main Street, Suite 500, Akron, Ohio 44331** for services provided for legal representation for Portage County Public Defender Dennis Day Lager in the matter of *Robin Bostick v. Portage County Public Defender's Office et.al* (Case No. 2007-CV 000803 in the Portage County Court of Common Pleas); and

WHEREAS, the Board of Portage County Commissioners adopted Resolution 08-0529 on June 21, 2008 increasing the amount payable to **Brouse McDowell LPA, and Attorney Daniel L. Bell** for legal representation for Portage County Public Defender Dennis Day Lager in the matter of *Robin Bostick v. Portage County Public Defender's Office et.al* (Case No. 2007-CV 000803 in the Portage County Court of Common Pleas), from Ten Thousand Dollars and No Cents (\$10,000) to Twenty Thousand Dollars and No Cents (\$20,000) payable by a Purchase Order; and

WHEREAS, the Board of Portage County Commissioners adopted Resolution 08-1197 on December 16, 2008 increasing the amount payable to **Brouse McDowell LPA, and Attorney Daniel L. Bell** for legal representation for Portage County Public Defender Dennis Day Lager in the matter of *Robin Bostick v. Portage County Public Defender's Office et.al* (Case No. 2007-CV 000803 in the Portage County Court of Common Pleas), from Twenty Thousand Dollars and No Cents (\$20,000) to Thirty Thousand Dollars and No Cents (\$30,000) payable by a Purchase Order; and

WHEREAS, that the Board of Portage County Commissioners adopted Resolution 09-0080 on January 29, 2009 increasing the amount payable to **Brouse McDowell LPA, and Attorney Daniel L. Bell** for legal representation for Portage County Public Defender Dennis Day Lager in the matter of *Robin Bostick v. Portage County Public Defender's Office et.al* (Case No. 2007-CV 000803 in the Portage County Court of Common Pleas), from Thirty Thousand Dollars and No Cents (\$30,000) to Fifty Two Thousand Eight Hundred Dollars and No Cents (\$52,800) payable by a Purchase Order; and

adopted:

WHEREAS, the Child Health Grant is in need of interim cash until receipt of grant revenues are received; now therefore be it

RESOLVED, that the following cash advance be made in the amount of \$ 5,000.00

FROM:

FUND 0001, GENERAL FUND

ORGCODE- 00100009

Debit Expense Account

Object 920000 - Advances-Out \$ 5,000.00

TO:

FUND 1364, CHILD HEALTH GRANT

ORGCODE - 13640522

Credit Revenue Account

Revenue Source 290000 - Advances-In \$ 5,000.00

and be it further

RESOLVED, the cash advance will be repaid to the General Fund when grant revenue is received, and be it further

RESOLVED, that the County Auditor is hereby requested to make said cash advance by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, Portage County Job and Family Services and the Department of Budget & Financial Management, and be it further

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

Roll call vote as follows:

Charles W. Keiper II, Absent;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0737

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RE:

**CASH ADVANCE REPAYMENT - FROM FUND1122,
ADULT PROBATION TO FUND 0001, GENERAL FUND**

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

WHEREAS, on July 30, 2009 the Board of Commissioners adopted Resolution No. 09-0711 approving a cash advance in the amount of \$ 15,000.00 until grant revenues were received, and

**WHEREAS,
RESOLVED,**

Fund 1122 has received grant revenue; now therefore be it that the following cash advance repayment be made in the amount of \$ 15,000.00:

FROM:

FUND 1122, ADULT PROBATION

ORGCODE -11225902

Debit Revenue Account

Revenue Source 290000 - Advances-In \$ 15,000.00

TO:

FUND 0001, GENERAL FUND

ORGCODE- 00100009

Credit Expense Account

Object 920000 - Advances-Out \$ 15,000.00

and be it further

RESOLVED,

that the County Auditor is hereby requested to make said cash advance repayment by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, the Adult Probation Department and the Department of Budget & Financial Management, and be it further

RESOLVED,

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

Roll call vote as follows:

Charles W. Keiper II, Absent;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0738

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RE:

CASH ADVANCE REPAYMENT - FROM FUND 1165, HOMELAND SECURITY B (SHSP) TO FUND 0001, GENERAL FUND.

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

WHEREAS,

on December 20, 2007, the Board of Commissioners adopted Resolution No. 07-1220, approving a cash advance in the amount of \$ 26,936.00 until grant revenues were received, and

WHEREAS,

Fund 1165 has received grant revenue; now therefore be it

RESOLVED,

that the following cash advance repayment be made in the amount of \$ 26,936.00:

FROM:

FUND 1165, HOMELAND SECURITY B (SHSP)

ORGCODE -11659309

Debit Expense Account

Object Code - 921000 – Advance-Out Returns \$ 26,936.00

TO:

FUND 0001, GENERAL FUND

ORGCODE- 00100002

Credit Revenue Account

Revenue Source - 291000 – Advance-In Repayment \$ 26,936.00

and be it further

RESOLVED,

that the County Auditor is hereby requested to make said cash advance repayment by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, the Homeland Security and Emergency Management Agency and the Department of Budget & Financial Management, and be it further

RESOLVED,

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

Roll call vote as follows:

Charles W. Keiper II, Absent;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0739

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RE: TRANSFER FROM FUND 0001, GENERAL FUND TO FUND 1481 PROSECUTOR'S STATE GRANT

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

WHEREAS,

the Portage County Board of Commissioners approved an operating transfer from the General Fund to Fund 1481, Prosecutor's State Grant (VOCA and SVAA Grants) in appropriation Resolution No. 08-1181, adopted on December 11, 2008, and

WHEREAS,

the transfer is to fund General Fund employees that are partially supported by the grants and is consistent with prior years; now therefore be it

RESOLVED,

that the following transfer of funds be made in the amount of \$ 15,198.31:

FROM:

FUND 0001, COUNTY GENERAL FUND

ORGCODE - 00100009

Debit Expense Account

Object 910000 - TRANSFER OUT \$ 15,198.31

TO:

FUND 1481, PROSECUTOR'S STATE GRANT FUND

ORGCODE - 14813002

Revenue Account

Object 280000 - TRANSFER IN \$ 15,198.31

Project 8A575 – PORTAGE COUNTY PROS VICTIM ASSIST

and be it further

RESOLVED,

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

Roll call vote as follows:

Charles W. Keiper II, Absent;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0740

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

It was moved by Christopher Smeiles, 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,

| | <i>Increase</i> | <i>Decrease</i> |
|------------------------------------|-------------------------|-------------------------|
| | <hr/> | <hr/> |
| Fund: 3114 SA PCS Bond 2001 | | |
| 010 Commissioners Other | | |
| 31148 SA PCS Bonds 2001 DE | 8 | 0 |
| MEMO TOTAL | <hr/> \$ 8 <hr/> | <hr/> \$ - <hr/> |

Note: ADJUST TO ACTUAL

| | | |
|---|-------------------------|-------------------------|
| TOTAL MEMO BALANCE FOR ALL FUNDS | <hr/> \$ 8 <hr/> | <hr/> \$ - <hr/> |
|---|-------------------------|-------------------------|

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, Absent;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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**RESOLUTION No. 09-0741 - RE: AUTHORIZE APPLICATION TO THE FY 09 STATE
HOMELAND SECURITY PROGRAM – REGIONAL (SHSP)
ON THE PORTAGE COUNTY OFFICE OF HOMELAND
SECURITY AND EMERGENCY MANAGEMENT.**

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

WHEREAS, the Portage County Board of Commissioners adopted Resolution 07-1050 on October 23, 2007 authorizing the Portage County Office of Homeland Security & Emergency Management Director to participate in the operation of a Regional Team (Ashtabula, Geauga, Lake, Portage and Trumbull Counties), known as the Northeast Regional Hazardous Material Response Group, for responding to hazardous incidents and to sign an Operating Agreement on behalf of Portage County; and

WHEREAS, the Northeast Regional Hazardous Material Response Group has met and now makes the recommendation to apply to the FY 2009 State Homeland Security Program – Regional for funds for Structural Collapse Training; now therefore be it

RESOLVED, that the Board of Commissioners authorizes the application for the Fiscal Year 2009 State Homeland Security Program – Regional Grant (SHSP) in the amount of \$15,000.00 **(with no local match)** for Structural Collapse Training on behalf of the Northeast Regional Hazardous Material Response Group; and be it further

RESOLVED, that the Board of Portage County Commissioners agrees that Portage County will act as the Lead County on behalf of the Northeast Regional Hazardous Material Response Group; and be it further

RESOLVED, that the Board of Commissioners authorizes the Portage County Office of Homeland Security & Emergency Management Agency Director to sign the grant application documents; and be it further

RESOLVED, that a copy of this resolution be filed with the Portage County Auditor, the Department of Budget & Financial Management, the Internal Auditor, and the Office of Homeland Security & Emergency Management Agency Director; 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, Absent; Maureen T. Frederick, Yea; Christopher Smeiles, Yea;

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RESOLUTIONS

August 11, 2009

- 1. Approval of Meeting Minutes from the August 6, 2009 regular Board Meeting as presented.
- 2. Approve the Bills as presented by the County Auditor and reviewed by the Internal Auditor./09-731
- 3. Approve the Journal Vouchers as presented by the County Auditor./09-732
- 4. Approve Then & Now as presented by the County Auditor./09-733
- 5. Amend Resolution No. 09-0080 to increase the amount from \$52,800 to \$56,352 for professional services with Brouse & McDowell for legal representation./09-734

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INVITATIONS/MEETING NOTICES

August 11, 2009

- 1. Invitation from The American Cancer Society for the 4th Annual Cattle Baron’s Ball on Saturday, October 3, 2009, Quaker Square Station. Sponsorship opportunities available.
- 2. Meeting notice for the Mental Health & Recovery Board meeting on Monday, August 10, 2009, 6:30 PM at 155 E. Main St., Kent.
- 3. Invitation from Kent State University for the 13th Annual Kent State University Men’s Basketball Golf Outing on Friday, September 4, 2009 at Kent State University Golf Course, 12:00 PM. Sponsorship opportunities are available.
- 4. Invitation from the Ohio Justice Alliance for Community Corrections for the 23rd Annual Evidence Based Practices: Lessons Learned Conference, Thursday-Friday, October 1-2, 2009, Crowne Plaza, Columbus.
- 5. Invitation from the Akron Regional Hospital Association and the Area Agency on Aging for the Listen to Our Patients – How to Improve Transitions Across the Health Care Continuum on Thursday, October 15, 2009, Hilton Akron/Fairlawn, 8:00 AM-12:00 Noon.
- 6. Meeting notice for the Special AMATS Policy Committee meeting on Tuesday, August 25, 2009, 1:30 PM, Ohio Department of Transportation, Akron.

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INCOMING CORRESPONDENCE

DISCUSSION

August 11, 2009

- 1. August 5, 2009 e-mail from Jon Barber, Office of Homeland Security and Emergency Management Agency, regarding Metro SWAT agreement/Internal Services processing.
- 2. August 6, 2009 e-mail from Mickey Marozzi, County Engineer, in response to the Board’s request for review and comment on the July 21, 2009 correspondence from the Ohio EPA regarding mandated requirements for storm water permits/Hold for the August 13th agenda.

3. August 7, 2009 e-mail from Dave Vaughan, Neighborhood Development Services, regarding foreclosure submissions/Hold JE #11 and #12 today for additional information from Neighborhood Development Services, Inc.
4. August 5, 2009 e-mail from Commissioner Frederick, regarding a meeting on Thursday, August 20, 2009 at 7:00 PM in Nelson Township regarding the old turkey farm. Does the Board wish to attend the meeting?
5. August 6, 2009 e-mail from Commissioner Frederick, regarding Neighborhood Development Services Administrative Services invoice./

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JOURNAL ENTRIES

August 11, 2009

1. The Board of Commissioners received the Certificate of Estimated Property Tax Revenues for the renewal levy for the Portage County District Library, as presented by the Portage County Auditor. The Board of Commissioners agreed to forward the information to the Prosecutor's Office for the preparation of the necessary resolution.
2. Board of Commissioners' authorization requested to pay C. Bryant Construction for work completed at 1135 East Blvd., Aurora residence of Madeline Wilson for \$197.50 as presented by Neighborhood Development Services. Documents reviewed by Carol Kurtz, Internal Auditor *with comments noted*/**HOLD**
3. Board of Commissioners' authorization requested to pay C. Bryant Construction for work completed at 1135 East Blvd., Aurora residence of Madeline Wilson for \$1,777.50 as presented by Neighborhood Development Services. Documents reviewed by Carol Kurtz, Internal Auditor *with comments noted*/**HOLD**
4. Board of Commissioners' authorization requested to use the Courthouse Lawn on Friday, April 2, 2010 for a re-enactment of the crucifixion as presented by Brad Edder, Edinburg First Church of God.
5. Board of Commissioners' authorization requested to allow Director Jon Barber, Office of Homeland Security and Emergency Management Agency to sign the FY2009 Emergency Management Performance Grant (EMPG) No. 2009-EP-E-9-0061 Cash Reimbursement Request for the period of January 1, 2009 through March 31, 2009 (Second Quarter) for \$24,973.78. Documents reviewed by Carol Kurtz, Internal Auditor with no exceptions noted.
6. The Board of Commissioners acknowledged the receipt of the Portage County Board of Health's request that a renewal levy be placed on the November 3, 2009 ballot. The Board of Commissioners also acknowledged the receipt of the Certificate of Estimated Property Tax Revenues for the renewal levy for the Portage County Board of Health, as presented by the Portage County Auditor/09-0735.
7. Board of Commissioners' authorization requested to have Director Jon Barber sign the Fiscal Year 2009 Emergency Management Performance Grant (EMPG) Financial Reimbursement Report for the 3rd Quarter for the period April 1, 2009 through June 30, 2009 in the amount of \$31,507.87 as presented by the Office of Homeland Security and Emergency Management. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be appropriate and accurate.

8. Board of Commissioners' authorization requested to pay Portage County Regional Planning Commission \$29.53 for the 2008 Aurora CHIP Fair Housing as requested by Neighborhood Development Services. Documents reviewed by Carol Kurtz, Internal Auditor with comments noted.
9. Board of Commissioners' authorization requested to pay the Portage County Regional Planning Commission \$552.31 for 2008 Aurora CHIP Fair Housing as requested by Neighborhood Development Services. Documents reviewed by Carol Kurtz, Internal Auditor with no exceptions noted.
10. Board of Commissioners' signature requested on the purchase requisition for Family & Community Services Inc. for miscellaneous items for the Portage County Senior Center for \$574.85 as requested by Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #06 Senior Center is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor with no exceptions noted.
11. Board of Commissioners' authorization requested to authorize payment to Neighborhood Development Services Inc. for \$ 500.00 for foreclosure counseling (PO No. 34521) and payment to Neighborhood Development Services for a mortgage Rescue Loan for \$3,000.00 (PO No. 34522) for a single woman as requested by Neighborhood Development Services Inc. Documents reviewed by Carol Kurtz, Internal Auditor with comments noted. See Discussion items./HOLD
12. Board of Commissioners' authorization requested to authorize payment to Neighborhood Development Services for \$ 500.00 for foreclosure counseling (PO No. 34521) and payment to Neighborhood Development Services for a mortgage Rescue Loan for \$1,075.92 (PO No. 34522) for a single man as requested by Neighborhood Development Services. Documents reviewed by Carol Kurtz, Internal Auditor with comments noted. See Discussion items/HOLD.
13. The Board of Commissioners received the City of Aurora's objection to the petition for a Water Improvement District as presented by the Portage County Common Pleas Court

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REFERRED

August 11, 2009

1. The Board of Commissioners received the Owner/Tenant Statement of balance due for water usage at County owned properties for July 2009 as presented by the City of Ravenna. Referred to Maintenance Department.
2. August 3, 2009 correspondence from Thomas Mesenbourg, US Department of Commerce US Census Bureau, including a "Targeted Nonsheltered Outdoor Location Form" for completion by Monday, August 31, 2009. Referred to Regional Planning Commission.
3. July 31, 2009 correspondence from the Portage County Auditor's Office, regarding a change in the real estate appraisal for Parcel No. 12-001-00-00-021-001. The figure will appear on the real estate tax duplicate for tax year 2009 (payable in 2010). Referred to Executive Assistant.
4. August 2, 2009 correspondence from Shirley Schuster, Portage County Regional Airport Authority, regarding the 2009 FAA Grant. Referred to Grants Coordinator.

5. August 4, 2009 correspondence from Jeffrey Reutter, Kenworth of Richfield, requesting to be put on the bidder's list for transportation solutions. Referred to Internal Services.
6. July 31, 2009 correspondence from the Waltenberger Family to Woodlands Social Worker Val Bartos regarding The Woodlands at Robinson. Forwarded to the Nursing Home Administrator and Michael Coury.
7. July 29, 2009 correspondence from Judge Thomas Carnes, to the Portage/Geauga Joint Board, regarding appointment of Board member. Referred to Geauga County and add to next Juvenile Detention Center's agenda. Superintendent Tom Rehnert is checking with Judge Carnes to make certain that this appointment can wait until the next Joint Board of Commissioners' meeting.

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PLEASE ADD TO YOUR AGENDA

August 11, 2009

1. Board of Commissioners' authorization requested to approve a purchase requisition for \$72.00 to the Portage County Randolph Fair, for one day fair passes for 24 employees who are regularly scheduled to work the day of the Employee Appreciation Event as requested by the Human Resources Department/Journal Entry.

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INFORMATION ONLY

August 11, 2009

1. The Board of Commissioners received the Community Pipeline publication for Third Quarter 2009.
2. Director Anita Herington, Job and Family Services presents correspondence to the following employees who have been laid off: Virginia Fehrmann, Angela Currey, and Sue Cimino.
3. The Board of Commissioners received the August 7, 2009 Weekly Traffic Advisory as presented by Ohio Department of Transportation.
4. The Board of Commissioners received notice from Kelly Siegfert and Travis Siegfert, regarding the pig auction at the Portage County Junior Fair Auction on Wednesday, August 26, 2009, 6:30 PM in the North Arena.
5. August 6, 2009 e-mail from Jon Barber, Office of Homeland Security and Emergency Management Agency, regarding the CAD System (Computer Aided Dispatch System).

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Journal Entry

August 11, 2009

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

1. The Board of Commissioners received the Certificate of Estimated Property Tax Revenues for the renewal levy for the Portage County District Library, as presented by the Portage County Auditor. The Board of

Commissioners agreed to forward the information to the Prosecutor’s Office for the preparation of the necessary resolution.

2. The Board of Commissioners authorized the use the Courthouse Lawn on Friday, April 2, 2010 for a re-enactment of the crucifixion, as presented by Brad Edder, Edinburg First Church of God. Forwarded to the Internal Services Department to process.
3. The Board of Commissioners authorized Director Jon Barber, Office of Homeland Security and Emergency Management Agency, to sign the FY2009 Emergency Management Performance Grant (EMPG) No. 2009-EP-E-9-0061 Cash Reimbursement Request for the period of January 1, 2009 through March 31, 2009 (Second Quarter – Federal Fiscal Year) for \$24,973.78. Documents reviewed by Carol Kurtz, Internal Auditor with no exceptions noted.
4. The Board of Commissioners authorized Director Jon Barber to sign the Fiscal Year 2009 Emergency Management Performance Grant (EMPG) Financial Reimbursement Report for the 3rd Quarter (Federal Fiscal Year) for the period April 1, 2009 through June 30, 2009 in the amount of \$31,507.87, as presented by the Office of Homeland Security and Emergency Management. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be appropriate and accurate.
5. The Board of Commissioners authorized payment to Portage County Regional Planning Commission for \$29.53 for the 2008 Aurora CHIP Fair Housing, as requested by Neighborhood Development Services. Documents reviewed by Carol Kurtz, Internal Auditor with comments noted.
6. The Board of Commissioners authorized payment to the Portage County Regional Planning Commission for \$552.31 for 2008 Aurora CHIP Fair Housing, as requested by Neighborhood Development Services. Documents reviewed by Carol Kurtz, Internal Auditor with no exceptions noted.
7. The Board of Commissioners signed the purchase requisition for Family & Community Services Inc. for miscellaneous items for the Portage County Senior Center for \$574.85, as presented by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #06 Senior Center is funding this expense. Documents reviewed by Carol Kurtz, Internal Auditor with no exceptions noted.
8. The Board of Commissioners acknowledged the receipt of the City of Aurora’s objection to the petition for a Water Improvement District, as presented by the Portage County Common Pleas Court.
9. The Board of Commissioners signed the August 11, 2009 correspondence to County Auditor Janet Esposito requesting that the Auditor debit the General Fund account for the local government match of \$ 17,161.00 as shown below and credit this amount to Fund 1166, as requested by the Office of Homeland Security and Emergency Management Agency and approved the Department of Budget and Financial Management:

| | <u>Org</u> | <u>Object</u> | <u>Project</u> | <u>Amount</u> | <u>Description</u> |
|----------------|------------|---------------|----------------|---------------|--------------------|
| Debit: | 00100004 | 492100 | - | \$17,161.00 | Local Share |
| Credit: | 11669301 | 194000 | 8A042 | \$17,161.00 | Local Match/Share |

