

Tuesday, August 25, 2009

The Board of County Commissioners met in regular session on **Tuesday, August 25, 2009 at 9:25 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 August 20, 2009 meeting. All in favor, motion carries

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Commissioner Keiper presented the *2009 Excellence in Regionalism* award presented to Portage County by NEOTEC for the Commissioners' continued commitment and dedication to the economic growth and vitality of Northeast Ohio as members of the JOED.

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RESOLUTION No. 09-0774 - 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 August 25, 2009 in the total payment amount of **\$520,139.71 for Funds 0001-8391** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

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

Roll call vote as follows:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0775 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

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

WHEREAS, the Ohio Revised Code requires that warrants be approved by the Board of Commissioners prior to their issuance, and

WHEREAS, there are other similar financial transactions defined as journal vouchers/entries that are dissimilar in that they are used to pay for charges for services from one county department and/or fund to another department and/or fund and thus are processed in lieu of issuing a warrant, and

WHEREAS, the Journal Vouchers/Entries are recommended by the County Auditor's Office for review and approval by the Board of Commissioners; now therefore be it

RESOLVED, that the Board of Commissioners approves the following Journal Vouchers/Entries as presented by the County Auditor's Office:

08/24/09	1084	\$ 2,050.82
08/24/09	1083	4,712.79
08/24/09	1082	37.97
08/24/09	1081	14,593.78
08/24/09	1080	12,344.94
08/24/09	1079	882.52
08/24/09	1077	33,947.97
08/24/09	1075	11,303.22
Total		\$ 79,874.01

and be it further

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

Roll call vote as follows:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0776

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RE:

ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.

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

WHEREAS, Ohio Revised Code Section 5705.41 (D)(1) authorizes the expenditure of moneys, provided a certificate of the County Auditor is supplied stating that there was at the time of the making of such contract or order and at the time of the execution of such certificate a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances (Then and Now Certification), and

RESOLVED,

that the Board of Commissioners agrees that there are no fee increases associated with this additional permit application; and be it further

RESOLVED,

that the Board of Commissioners finds and determines that all formal actions at this meeting concerning and relating to the adoption of this resolution were taken in an open meeting by the Board of Commissioners and that all deliberations 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, Yea;

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**Agricultural Building
Permit Application**

Date Received

Permit # _____
Township / Village _____
Flood Map _____
Zoning Inspector _____

Portage County Building Department
449 S. Meridian Street, Ravenna, OH 44266
Phone: 330-297-3531 Fax: 330-297-3896

Owner's Name _____ Phone _____
Site Address _____ Twp _____
Parcel # _____
Contractor _____ Phone _____
Contractor Address _____ City _____
State _____ Zip _____ Phone _____

SQUARE FOOTAGE: 1st FL _____ 2nd FL _____ Total Sq. Ft. _____ Projected Cost \$ _____

Description of use and items to be stored: _____

The undersigned (if not the owner) hereby states that authority has been granted by the property owner to apply for this permit. Ohio Revised Code (ORC) Section 3781.061 provides that whenever a Township Zoning Inspector under Section 519.16 of the ORC, issues a zoning certificate that declares a specific building or structure is to be used as agriculture, such building is not subject to Sections 3781.06 to 3781.20 or 3791.04 of the ORC. Such buildings are exempt from plan submittal and inspections.

This application is submitted for a permit to erect or alter an agricultural building and shall not be used for the business of retail trade, or converted to other uses than "agricultural", without first submitting plans and obtaining inspections.

If applicable, contact the County Health Department at (330-297-3502), for plumbing and Water Resources (330-297-3670) for sewers.

I, _____ have read and understand the above and hereby agree to abide by laws and rules of the State of Ohio and the resolutions of Portage County.

Zoning # _____ Date _____

Septic# _____ Date _____

Sewer# _____ Date _____

Chief Building Official _____ Date _____

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RESOLUTION No. 09-0778 - RE: ENTER INTO AN AGREEMENT FOR ENGINEERING SERVICES BETWEEN BURGESS & NIPLE, INC. AND THE PORTAGE COUNTY BOARD OF COMMISSIONERS RELATIVE TO THE VILLAGE OF WINDHAM WATER SYSTEM EVALUATION AND CONDITION ASSESSMENT STUDY, PROJECT NO. PC-W (08-120).

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

- WHEREAS,** the Village of Windham, by letter dated May 19, 2009, requested this Board of Commissioners consider assuming ownership and operation of the Village's Water and Wastewater facilities; and
- WHEREAS,** consultant engineering services are needed to perform a comprehensive system evaluation and condition assessment study of the existing water distribution and treatment system; and
- WHEREAS,** the study will be used to determine the impact of taking ownership and operation of the system; and
- WHEREAS,** qualifications were requested by Portage County Water Resources Department; and
- WHEREAS,** thirteen (13) qualifications were received and tabulated on June 3, 2008 and reviewed by a Portage County Water Resources Department selection team and nine (9)

WHEREAS, the study will be used to determine the impact of taking ownership and operation of the system; and

WHEREAS, qualifications were requested by Portage County Water Resources Department; and

WHEREAS, thirteen (13) qualifications were received and tabulated on June 3, 2008 and reviewed by a Portage County Water Resources Department selection team and nine (9) consulting firms were determined to be qualified and capable of performing the required services; and

WHEREAS, the Board of Commissioners authorized on July 29, 2008 approval for four (4) consultants to be interviewed; and

WHEREAS, from the interviews conducted, the Water Resources Department has selected CT Consultants as the most qualified firm to perform this project; now therefore be it

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

Section 1. The Portage County Board of Commissioners does hereby accept the proposal of CT Consultants as the best proposal received and agrees to execute a contract with CT Consultants for professional engineering services as described in the attached contract and in an amount not to exceed \$ 54,304.95.

Section 2. That funds in the amount of \$ 54,304.95 are available in 520040P4 420000 08130 from the 2009 project budget.

Section 3. 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 any of its committees 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 II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0780

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RE: ACCEPT PROPOSAL OF *MASTERMIND SYSTEMS, INC.* AND ENTER INTO CONTRACT TO PERFORM THE 2009 PORTAGE COUNTY GUARDRAIL INVENTORY / INSPECTION STUDY ON ALL COUNTY HIGHWAYS IN PORTAGE COUNTY, OHIO.

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

WHEREAS, the County Engineers Association of Ohio (CEAO) has made available federal grant money to fund 90% of the 2009 Portage County Guardrail Inventory / Inspection Study up to a maximum of \$31,770.00, and

WHEREAS, the Guardrail Inventory / Inspection Study inventories and inspects all existing guardrail on county roads and bridges, and

WHEREAS, the Portage County Engineer has deemed it necessary to seek the services of a traffic engineering consultant to perform the 2009 Portage County Guardrail Inventory / Inspection Study, and

WHEREAS, resolution 09-0290 authorized the announcement of the request for proposals for professional services for the project known as the 2009 Guardrail Location Inventory and Inspection Study, and

WHEREAS, resolution 09-0638 recommended that the qualifications of **MasterMind Systems, Inc.** be accepted and authorized the Portage County Engineer to enter into contract negotiations with **MasterMind Systems, Inc.** to provide professional services for the 2009 Guardrail Location Inventory and Inspection Study; now therefore be it

RESOLVED, that the Portage County Commissioners hereby accept the contract of **Mastermind Systems Inc.,** to provide professional traffic engineering services for said Guardrail Inventory / Inspection Study, and be it further

RESOLVED, that said professional traffic engineering services will be performed by **Mastermind Systems, Inc.,** 345 Rice Street, Elmore, OH 43416, for a Lump Sum fee of \$33,300.00.

Voice vote as follows:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0781 - RE: ACCEPT PROPOSAL OF MASTERMIND SYSTEMS, INC. AND ENTER INTO CONTRACT TO PERFORM THE 2009 PORTAGE COUNTY ROADSIDE HAZARD INVENTORY STUDY ON ALL COUNTY HIGHWAYS IN PORTAGE COUNTY, OHIO.

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

WHEREAS, the County Engineers Association of Ohio (CEAO) has made available federal grant money to fund 90% of the 2009 Portage County Roadside Hazard Inventory Study up to a maximum of \$25,110.00, and

WHEREAS, the Roadside Hazard Inventory locates all fixed objects, parallel slopes and perpendicular slopes within the designated clear zone, and

WHEREAS, the Portage County Engineer has deemed it necessary to seek the services of a traffic engineering consultant to perform the 2009 Portage County Roadside Hazard Inventory, and

WHEREAS, resolution 09-0291 authorized the announcement of the request for proposals for professional services for the project known as the 2009 Portage County Roadside Hazard Inventory, and

WHEREAS, resolution 09-0637 recommended that the qualifications of **MasterMind Systems, Inc.** be accepted and authorized the Portage County Engineer to enter into contract negotiations with **MasterMind Systems, Inc.** to provide professional services for the 2009 Portage County Roadside Hazard Inventory; now therefore be it

RESOLVED, that the Portage County Commissioners hereby accept the contract of **Mastermind Systems Inc.,** to provide professional traffic engineering services for said Roadside Hazard Inventory, and be it further

RESOLVED, that said professional traffic engineering services will be performed by **Mastermind Systems, Inc.,** 345 Rice Street, Elmore, OH 43416, for a Lump Sum fee of \$27,900.00.

Voice vote as follows:

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

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RESOLUTION NO. 09-0782 - RE: AUTHORIZE PORTAGE COUNTY 9-1-1 PLANNING COMMITTEE TO CONVENE.

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

WHEREAS, Ohio Revised Code Section 4931.42 (C) requires that the Portage County 9-1-1 Planning Committee appoint a 9-1-1 Technical Advisory Committee to assist in planning the countywide 9-1-1 system; now therefore be it

RESOLVED, that the Portage County Board of Commissioners agrees to convene the Portage County 9-1-1 Planning Committee on Tuesday, September 15, 2009 at 2:00 PM in the Portage County Commissioners' Board Room to hear a recommendation from the Portage County 9-1-1 Technical Advisory Committee on moving forward with enhanced 911 and recommendations to amend the plan to reflect the current status of Portage County's 911 System; and be it further

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

Voice Vote as Follows:

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

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RESOLUTIONS

August 25, 2009

1. Approval of Meeting Minutes from the August 20, 2009 regular Board Meeting as presented.
2. Approve the Bills as presented by the County Auditor and reviewed by the Internal Auditor./09-774
3. Approve the Journal Vouchers as presented by the County Auditor./09-775
4. Approve Then & Now as presented by the County Auditor./09-776
5. Amend Resolution No. 09-0372, which approved new and amended Portage County Building Department Permit Application Forms to add the "Agricultural Building Permit Application" Form to the forms used by the Portage County Building Department, as recommended by the CBO and reviewed by the Prosecutor's Office./09-777
6. Resolution presented by the Water Resources Department to enter into an agreement for engineering services between Burgess & Niple and the Portage County Board of Commissioners for the Village of Windham Water System Evaluation and Condition Assessment Study, Project No. PC-W (08-120)./09-778
7. Resolution presented by the Water Resources Department to enter into an agreement for engineering services between CT Consultants and the Portage County Board of Commissioners for the Village of Windham Water System Evaluation and Condition Assessment Study, Project No. PC-W (08-130)/09-779
8. Resolution presented by the County Engineer to accept the proposal of Mastermind Systems Inc. and enter into a contract to perform the 2009 Portage County Guardrail Inventory/Inspection Study on all County Highways in Portage County./09-780
9. Resolution presented by the County Engineer to accept the proposal of Mastermind Systems Inc. and enter into a contract to perform the 2009 Portage County Roadside Hazard Inventory Study on all County Highways in Portage County./09-781

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INVITATIONS/MEETING NOTICES

August 25, 2009

1. Notice from Roetzel & Andress of upcoming Employment Law and Workers' Compensation Legal update.

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INCOMING CORRESPONDENCE

DISCUSSION

August 25, 2009

1. Discussion: The Board of Commissioners defined the questions for Attorney Denise Smith regarding fixed assets:
 - a. What authority does the Board of Commissioners have over equipment purchased – who owns all county assets purchased? Who is responsible for the policies related to inventory, use, maintenance, reassignment of value, and disposal of items as related to accounting of assets.

- b. Who owns items purchased with outside funding (i.e. all non-General Fund purchases for Nursing Home, Water Resources Department, Solid Waste Management District, MR/David Dix, FOJ and Drug Task Force, etc.). Who is responsible for the policies related to inventory, use, maintenance, reassignment of value, and disposal of items as related to accounting of assets.
2. Discussion: Draft *Asset Policy For Financial Reporting*, as presented by the Fixed Assets Committee/The Board of Commissioners agreed to meet with JoAnn Townend and Harold Huff to discuss this draft. How does this draft relate to the current policy?
3. Discussion: Revision of the current mileage reimbursement form. Director JoAnn Townend provides a variety of other departmental forms for Board of Commissioners' review/Board of Commissioners asks that JoAnn Townend make a recommendation as to which form to use. The Board of Commissioners agreed to meet with JoAnn Townend and Human Resources Department Director Karen U'Halie to discuss the current Board of Commissioners' policy for mileage reimbursement.
4. Discussion: Prosecutor Vigluicci advised the Board of Commissioners that the 911 Planning Committee should revise resolution 09-001 to remove the paragraph that reads: "the Planning Committee discussed the proposal to rename PSAP A from PCSO (Portage County Sheriff's Office) to PSAP A - Portage County (under the direction of the Portage County, Ohio 911 Coordinator)". Secondly, the Auditor was asked by the Board of Commissioners to create a new fund, which would be a special fund requiring certain authorizations. The Board of Commissioners simply needed to identify who should have access to these funds. Thirdly, the Sheriff is not willing to forego the responsibility of spending the PSAP monies. The Board of Commissioners agreed to discuss how to move forward/The Board of Commissioners agreed to meet with Jon Barber and Audrey Tillis as quickly as possible to discuss this issue.
5. Resolution to convene the Portage County 9-1-1 Planning Committee on September 15, 2009 at 2:00 PM/09-0782.
6. Discussion: Department of Budget and Financial Management Director Tillis notes that the Board of Commissioners must make a decision regarding the notes vs. bonds/The Board of Commissioners agreed to move forward with the sale of a note.
7. August 21, 2009 email from the County Auditor regarding the note sale for the issue due on October 2, 2009/Information only.
8. Discussion: Storm Water Program. Consultant Shawn Arden provides the Board of Commissioners with the three resolutions for consideration to establish the Portage County Storm Water District. Add to the August 27th agenda.
9. August 10, 2009 correspondence from Victoria Regan, WEWS News Channel 5 regarding Closing Connection/The Board of Commissioners agreed that Commissioner Keiper is the contact for weather emergency closings.
10. August 20, 2009 email from Director JoAnn Townend regarding the 2007 Audit costs/The Board of Commissioners agreed to ask the JFS Director if funds are available in the JFS budget to pay these charges.
11. August 13, 2009 correspondence from Daniel Smith, City of Kent's Department of Economic Development, regarding a possible partnering between Portage County, the City of Kent and Kent State in the sponsoring of the NCA Legislation/Clerk to draft a response.

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JOURNAL ENTRIES

August 25, 2009

1. Board of Commissioners' authorization requested to pay the August 5, 2009 Invoice #30512 for \$943.50 from Johnson, Miller & Schmitz LLP for professional services rendered during the month of July 2009 for General Labor matters. Documents reviewed by Human Resources Department Director Karen U'Halie with no exceptions noted.
2. The Commissioners received the August 18, 2009 Amended Certificate of Estimated Resources for the year beginning January 1, 2009 as submitted by the Portage County Budget Commission (cc: Department of Budget & Financial Management).
3. In accordance with ORC Section 311.16, the Board of Commissioners received correspondence dated September 1, 2009 from the Portage County Sheriff, indicating the Sheriff's Department did not collect any fines and costs in the criminal prosecution from September 1, 2008 to present.
4. The Board of Commissioners acknowledged the receipt of the August 17, 2009 correspondence from Kevin Long, Federal Emergency Management Agency (FEMA), regarding the Letters of Map Change (LOMCs) and the National Flood Insurance Program (NFIP) map dated August 18, 2009. Referred to Building Department and County Engineer. The Board of Commissioners adopted Resolution No. 09-0571 on June 18, 2009 adopting the Portage County Flood Damage Reduction Regulations.
5. Neighborhood Development Services presents the Payment Request to C. Bryant Construction of Tallmadge for the 2008 Portage County CHIP Private Rehab at 12823 Washburn Road in Hiram in the amount of \$29,637.
6. The Board of Commissioners acknowledged the receipt of the Monthly Operating Expenses and Caseload Report for County Public Defender Office for June 2009, as presented by the Portage County Auditor.
7. The Board of Commissioners acknowledged the receipt of the August 19, 2009 Certificate of County Auditor that the total appropriations from each fund do not exceed the official estimate of resources.
8. The Board of Commissioners acknowledged the receipt of the August 18, 2009 Official Certificate of Estimated Resources for the fiscal year beginning January 1, 2010, as presented by the Portage County Budget Commission.

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REFERRED

August 25, 2009

1. August 14, 2009 memo from the Ohio Department of Job & Family Services advising of the Final County Share of Public Assistance Expenditures and the mandated share state FY 2010/Forwarded to the Department of Budget and Financial Management. JFS Director Herington confirmed her receipt of this correspondence.

2. August 13, 2009 correspondence from the Ohio Air Quality Development Authority giving notice regarding 2009 Qualified Energy Conservation Bond Allocations/Referred to the Executive Assistant to investigate and bring back to the Board of Commissioners.

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PLEASE ADD TO THE AGENDA

AUGUST 25, 2009

1. Board of Commissioners' signature requested on the Pre-Award Conditions for proposal number 2009-RA-D01-2184, Portage County Collaboration of Adv., 2009-RA-A02-2323 Portage County Courtroom Deputies, and 2009-RA-A02-2286 Portage County Cruiser Replacement as requested by the Portage County Sheriff's Department/Journal Entry.

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INFORMATION ONLY

August 25, 2009

1. August 19, 2009 correspondence from Louie Munoz, Water Resources Department, in response to the Board's request for review and comment on the proposed petition for annexation of 22.36 acres from Nelson Township to Garrettsville Village.
2. Undated correspondence (received August 19, 2009) from Aaron Cline, regarding the 4-H program and livestock auction at the Portage County Randolph Fair.
3. The Board of Commissioners received the Portage County Regional Airport Authority meeting minutes from July 8, 2009.
4. August 7, 2009 correspondence from Dan Colantone, Greater Akron Chamber, including a copy of the Greater Akron Chamber's Economic Development Guide. Additional copies are available for distribution.
5. NEFCO presents the full packet of the August 19th General Policy Board Meeting.
6. The Board of Commissioners received the August 21, 2009 Ohio Department of Transportation notice of the ongoing Weekly Traffic Advisory for Portage County.
7. August 18, 2009 correspondence to Water Resources Department Director Harold Huff from County Auditor Esposito and County Treasurer Shanafelt advising that, effective in tax year 2009, collected in 2010, Auditor/Treasurer fees will be "deducted from any charges placed on the County's tax duplicate"./The Board of Commissioners agreed to discuss this issue with Directors Harold Huff and Bill Steiner to determine if these charges will be passed onto the customer or if each departmental budget will fund the charges.

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PROSECUTOR

August 25, 2009

1. August 21, 2009 email from Leigh Prugh regarding the Walden Pointe Subdivision in Brimfield Township/The Board of Commissioners agreed to meet with Attorney Prugh, the County Engineer and Regional Planning Commission to discuss

2. August 21, 2009 e-mail from Leigh Prugh regarding Timberstone Escrow Agreement/The Board of Commissioners agreed to meet with Attorney Prugh, the County Engineer and Regional Planning Commission to discuss.

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Journal Entry

August 25, 2009

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

1. The Board of Commissioners authorized Commissioners' staff to pay the August 5, 2009 Invoice #30512 for \$943.50 from Johnson, Miller & Schmitz LLP for professional services rendered during the month of July 2009 for General Labor matters. Documents reviewed by Human Resources Department Director Karen U'Halie with no exceptions noted. The Board of Commissioners directed the Department of Budget & Financial Management to make an expenditure correction for the nursing home for \$444.00 and for the Department of Job & Family Services for \$499.50.
2. The Board of Commissioners acknowledged the receipt of the August 18, 2009 Amended Certificate of Estimated Resources for the year beginning January 1, 2009, as submitted by the Portage County Budget Commission.
3. In accordance with the Ohio Revised Code Section 311.16, the Board of Commissioners acknowledged the receipt of the correspondence dated September 1, 2009 from the Portage County Sheriff, indicating the Sheriff's Department did not collect any fines and costs in the criminal prosecution from September 1, 2008 to present.
4. The Board of Commissioners acknowledged the receipt of the August 17, 2009 correspondence from Kevin Long, Federal Emergency Management Agency (FEMA), regarding the Letters of Map Change (LOMCs) and the National Flood Insurance Program (NFIP) map dated August 18, 2009. Referred to Building Department and County Engineer for their files and use. The Board of Commissioners noted that they adopted Resolution No. 09-0571 on June 18, 2009 adopting the Portage County Flood Damage Reduction Regulations.
5. The Board of Commissioners authorized payment of the Neighborhood Development Services Payment Request to C. Bryant Construction of Tallmadge for the 2008 Portage County CHIP Private Rehab at 12823 Washburn Road in Hiram in the amount of \$29,637.
6. The Board of Commissioners acknowledged the receipt of the Monthly Operating Expenses and Caseload Report for County Public Defender Office for June 2009, as presented by the Portage County Auditor.
7. The Board of Commissioners acknowledged the receipt of the August 19, 2009 Certificate of County Auditor that the Total Appropriations From Each Fund Do Not Exceed The Official Estimate Of Resources, as presented by the County Auditor.
8. The Board of Commissioners acknowledged the receipt of the August 18, 2009 Official Certificate of Estimated Resources for the fiscal year beginning January 1, 2010, as presented by the Portage County Budget Commission.

9. The Board of Commissioners approved the following Personnel Requisitions, as presented by the Portage County Human Resources Department Karen U’Halie and approved by Department of Job & Family Services Director Anita Herington:

DEPARTMENT	JOB TITLE	GRADE	ACTION
Job & Family Services	Social Service Worker 3 Placement (Replacing Brandon Cajuste)	JFS J	Post Internally and Externally

10. The Board of Commissioners authorized Commissioner Keiper to sign the Ohio Department of Public Safety Office of Criminal Justice Services Pre-Award Conditions for proposal number 2009-RA-D01-2184, Portage County Collaboration of Advocates, as presented by the Grants Administrator on behalf of the Portage County Sheriff.
11. The Board of Commissioners authorized Commissioner Keiper to sign the Ohio Department of Public Safety Office of Criminal Justice Services Pre-Award Conditions for proposal number 2009-RA-A02-2323, Portage County Courtroom Deputies, as presented by the Grants Administrator on behalf of the Portage County Sheriff.
12. The Board of Commissioners authorized Commissioner Keiper to sign the Ohio Department of Public Safety Office of Criminal Justice Services Pre-Award Conditions for proposal number 2009-RA-A02-2286, Portage County Cruiser Replacement, as presented by the Grants Administrator on behalf of the Portage County Sheriff.
13. The Board of Commissioners authorized Commissioner Keiper to sign the CEO Environmental Certification for the Request for Release of Funds (RROF) for the 2008 Neighborhood Stabilization Program Grant, as presented by the Regional Planning Commission. Copy forwarded to the Grants Administrator for his files and information.

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 **August 25, 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 **10:20 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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