

Tuesday, September 22, 2009

The Board of County Commissioners met in regular session on **Tuesday, September 22, 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 September 17, 2009 meeting. All in favor, motion carries

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

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The Board of Commissioners asked the County Engineer to contact the City of Kent to discuss ice removal issues on county-owned bridges.

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PROSECUTOR/REGIONAL PLANNING/COUNTY ENGINEER

Present: Leigh Prugh, Todd Peetz, County Engineer Mickey Marozzi, Dan Jendrisak

Discussion today regarding unfinished Portage County subdivisions.

New Milford Estates

Attorney Prugh noted that this subdivision is finished and the roads are ready to be turned over to the township. This is a subdivision that was under the control of a developer that unfortunately fell into receivership within the last year. However, the receiver worked with us and accepted Dan Jendrisak's punchlist of items to finish so that they could hire a contractor to finish the items.

Whispering Meadows

Attorney Prugh advised the Board of Commissioners that Developer Ken Coffman has informed her that he is not able to get a bank escrow agreement nor a performance bond to finish the roads in Whispering Meadows. None of the lots are selling and he cannot produce the cash he needs. At this time he is attempting to get money together in order to get the asphalt top coat done by the end of the month. He notes that the cost for this, unfortunately, has quadrupled from the estimate he had at the time he started the project. There is no guarantee that this road will be finished before winter.

The Commissioners' legal options are to take the case to court in order to try to get a judgment and levy it against whatever property is still owned by Pecot or wait until Mr. Coffman has the money to put on the top coat. Attorney Prugh noted that there is no legal hook in place to ensure that when he does get the money, he will apply it to the asphalt costs.

The Board of Commissioners agreed that Attorney Prugh should continue to work with Ken Coffman.

Walden Pointe Subdivision

Pride One developer initiated the subdivision, which is not completed. The developer wants to complete the project but must find the money to do so. Dan and Leigh to work with the developer.

Timberstone Subdivision

Leigh Prugh advised that this subdivision has not yet been started and would cost at least \$200,000 to begin the project. Although the roads have been roughed out, no lots have been sold. In fact, vegetation now covers the rough roadways. The developer is refusing to void/vacate the plat at this time and she is unsure if the Board of Commissioners can void the plat. Attorney Prugh agreed to investigate an amendment to the current escrow agreement that would allow the Board of Commissioners to do so in the future.

The Board of Commissioners agreed that Attorney Prugh needs to make certain that the developer cannot sell lots until he can afford to develop the subdivision. She will also investigate to determine if the Board of Commissioners can vacate the plat and/or file in court to stop the sale of any lots. If the roads never get completed, the result will be a platted county street that only exists on paper. Right now, there is a house built on property set back very far into the platted subdivision. The road that was supposed to be built there was supposed to provide the required frontage for that house. Since that road doesn't really exist, the house is landlocked with a dirt driveway running across another piece of property owned by the same property owner, which provides access to the house from the nearest road, which is Limeridge Road. She cautioned that if either piece of property gets sold, a disagreement between new owners could lead to a lack of access.

If the developer sells additional lots in the platted subdivision and the new owner somehow gets a zoning certificate to build a house on the lot, then the new homeowner will have no roads by which emergency vehicles could reach them and potentially no legal access to their house. If something like that happens, it's possible a judge could order in equity that the County Engineer, since it would have the best resources, must build those roads to accommodate lot owners. This is actually a better case for putting a limitation on lot sales, or maybe ordering the developer to include in any lot sale agreement that the new owner will not seek to build a house until the roads and other improvements are built.

The Board of Commissioners agreed that the Prosecutor should meet with the developer and work out financial guarantee or pursue vacation of plat. Leigh Prugh also to investigate the ability of the county to stop the sale of any lots.

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In general, the Board of Commissioners agreed that they want a security agreement with ALL developers to protect the county. Attorney Prugh noted that the next step would be to go to court, since the escrow agreement required the bank to hold onto the money until the project is completed, which is not what happened.

Commissioner Smeiles noted that the Board's first goal is to get each project completed by the developer. Next if not completed, attach something to allow the County Engineer to complete the project and charge the developer. The letter of credit should be attached but the letters expire; they must be made to be irrevocable. Dan Jendrisak noted that the developers depend on the lot sales to fund the completion of the subdivision; they do not borrow money typically.

Commissioner Smeiles noted that, as soon as the plat is filed, the county is "on the hook" to complete the project. The escrow agreement in place is the financial guarantee for that completion. The escrow agreement is a better tool than a letter of credit, according to Attorney Prugh, since the letter of credit usually expires before the project is complete. Attorney Prugh intends to require escrow agreements rather than letters of credit. Mr. Jendrisak noted that until five or six years ago, the county did not accept letters of credit.

Mickey Marozzi noted than many of the incomplete subdivisions span the time frame of major increases to the cost of construction projects.

Leigh Prugh noted that the Breakneck Creek and Blue Stone subdivisions will be completed by fall.

County Engineer Marozzi stated that, to ensure that the agreements work, the county should not allow letters of credit but require cold, hard cash.

Mr. Jendrisak noted that some other communities do not allow the plat to be filed until the subdivision is complete.

Leigh Prugh to investigate and report back to the Board of Commissioners.

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ECONOMIC DEVELOPMENT

Present: PCDED Director Bill Ulik and Attorney George Sarkis

The Director and Attorney Sarkis attending to discuss the draft Code of Regulations for the creation of a 501 (c)(3) in Portage County. The membership of the organization is the Board of Trustees, an associate membership would be available for community businesses.

The Board of Directors would consist of no more than 36 members with staggered appointments of three year terms, with no more than 15 elected officials and 12 designated members. An Executive Committee would be established and may meet more frequently than the Board of Directors. The initial slate of Directors would serve for an organizational period of time until the organizational meeting is convened and the directors can meet to elect officers.

Commissioner Smeiles asked if Section 2 – Purpose has broad enough language to accomplish the goal in the future. Attorney Sarkis can create broader language to encompass the Commissioner’s suggestion. The Board will be limited in terms of what the organization can do to support public projects as opposed to directly benefitting private companies.

Attorney Sarkis advised that the Board of Commissioners need not take any formal action today. He will file the Articles of Incorporation with Secretary of State and the IRS. The IRS timing depends on the agent in the Exempt Organization section. Attorney Sarkis does not anticipate that this will create any new issues for the IRS and noted that NEOTEC was approved in less than eight weeks. Once incorporated and up and running, the 501 (c)(3) status only limits the ability to accept charitable contributions from a foundation.

The Board of Commissioners agreed to move forward, noting that Attorney Sarkis has advised that no formal Board action is required at this time/Journal Entry.

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DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: Audrey Tillis

RESOLUTIONS

1. Create Fund 1111, Courtroom Deputies/09-871
2. Reopen and Rename Fund 1108, From Livescan Enhancement Proj to Sheriff Capital Acquisition/09-872

3. Transfer from Fund 3211, SA PCS OWDA 1989 to Fund 3213, SA PCS OWDA 1998/09-873
4. Discussion Items:
 - a. JFS Director Anita Herington discussed the JFS expense for the 2007 Audit for WIA with Director Audrey Tillis. The Director is checking to determine if staff can do an expenditure correction instead of revenue to the General Fund, this would free up some appropriations in Commissioner Other.
 - b. The Director noted that Regional Planning has spent \$7000 for NSP work so far and that the cash from the grant may come in later this year. Regional Planning Commission wants to earn more of the NSP hours upfront this year to provide cash flow. Audrey Tillis to continue to work with Dan Banks.
 - c. The Sales Tax Collections for September are down \$234,000 – \$588,000 down from 2008. Commissioner Frederick noted that the Cash for Clunkers program does not appear to have helped the September numbers.
 - d. In a September 21, 2009 correspondence, the County Coroner has requested an additional \$20,000 for contract services for 2009 for a larger case load than anticipated for autopsies. Director Tillis to investigate how this compares to the 2008 numbers. Commissioner Frederick wondered if autopsies are performed regularly or is there are some that need not be done. Audrey Tillis to investigate/journal Entry from the contingency. The Board of Commissioners agreed that Dr. Marcial has been consistently frugal/Journal Entry
 - e. Judge Pittman has requested an additional \$8500 for Professional Services for several indigent cases involving Deaf Services, Interpreting Services and Psychological Evaluation Services/Journal Entry.
 - f. The Board of Commissioners agreed to schedule one hour with each Commissioners' Department to discuss the 2010 budget.
 - g. The Director noted that the County Auditor has asked the County Prosecutor to answer several questions regarding the Portage County Rescue Funds, as presented by the Neighborhood Development Services, Inc.. The Auditor wonders if the mortgages should be in the Portage County Commissioners' names, if Portage County should be listed as a lien-holder, if equity is not there, should funds be granted?

UPDATES

5. BOC Pending Requests
 - a. Nursing Home Cash Advance – Resolutions for BOC Approval in September
 - b. Audrey Tillis and Chris Craycroft will meet with the Board of Commissioners next Tuesday to discuss the Park District Loans. Chris will ask for the property loan to be forgiven.
 - c. Letter sent to MRDD regarding the Indirect Costs

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11:20 AM Lunch Recess

1:10 PM Board of Commissioners reconvened

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CITY OF KENT

Present: City Manager Dave Ruller, Kent’s Economic Development Director Dan Smith, Paul Komlosi of P3 Development Advisors

The City of Kent is attending today to discuss the City of Kent’s invoice for \$11,377.13 for the revision of the NCA Legislation. This legislation will help move the downtown project forward working with the university using funding received with the change in legislation.

Dan Smith noted that the county and city have been working on this downtown project for a while. Kent State’s Yank Heisler took the lead and arranged meetings with the city, county, Hiram College, KSU etc. to move the project to fruition.

The city contracted with Squire, Sanders & Dempsey (SSD) to provide the draft changes to the NCA legislation allowing the capture of tax dollars for a city with a university within its boundaries. The city intended that the county, city and KSU would share in the cost of the SSD invoice.

Mr. Koslosi has met with the state representatives from the Ohio Department of Development and they have expressed interest in the proposal.

Paul Koslosi stated that in late 2007, there was a recommendation from the Northeast Ohio Universities Collaboration & Innovation Study Commission to play a greater and more accurate financial role in urban development for cities with universities in their boundaries like parking garages, land acquisition and other urban amenities like street scaping etc. The recommendation was taken by KSU’s Dennis Eckhart who assisted at the state level with introductions for the city. The goal to the revision of the legislation is to create a financing mechanism that would allow for cooperative governance of a project, find a new revenue stream, capture “halo” value from ancillary development, and creating a conduit to pursue loans, grants, and/or credit enhancement opportunities, in particular OPWA project funding. The city of Kent offered the downtown redevelopment project as the pilot program. The New Community Authority (NCA) has been used in the past in central Ohio for both Greenfield as well as urban infill projects. The statute is used as a backstop for tax increment financing in some cases. In the ORC Chapter 349 process, the District is created by petition to the city council in an opt-in process on a parcel basis; there is no need for contiguous parcels. The area is not defined by the city council – it is always voluntary in an opt-in process, differently from a JEDD. The initial appointment of the Board of Trustees is by the city council and developer but eventually the residents may run for a seat on the Board of Trustees, with an ongoing representation of the stakeholders. The downtown development area is the area under consideration and they would like to make the area as large as possible. The first phase of the current plan is 26 residential units, the benchmarks would be crafted and the funding use identified.

The suggested modifications to the current NCA statute are a permanent representation by primary stakeholders, a definition of community facilities with broad flexibility determined by the local community and to accommodate student and/or university employee-related housing. The goal is to minimize the financial impact on local school districts from the TIF and would allow the capture of incremental economic activity taxes not just local property taxes.

The preliminary estimates for the downtown Kent Redevelopment Project are \$39.5 million in private sector costs including office and retail space, 26 residential units and a hotel/conference center and \$30 million in public sector costs including a county courthouse, parking, land acquisition and site improvements and environmental/demolition/pre-development. The financial challenge is that there is a funding gap of \$3.3 million under all traditional tax increment financing scenarios. The city has not yet begun the negotiations with the school district yet. The District usually agrees to keep 50% of the taxes they would have received without the abatement. If the school district allows a 100% revenue bond, since the area would not tax the District, there would be an \$805,000 gap. Should there be a redirection of 50% of state sales and income taxes generated by the district, the gap would be eliminated based on the receipt of transportation funding by PARTA for the parking facility. This is an innovative and progressive economic development tool where the sales tax is collected; the state shares the sales tax with the area at 50% (not the local share).

Dave Ruller noted that Lisa McDaniels of the Ohio Department of Development was very interested in the concept and he understands that this may be the first legislative agenda submitted to the Governor. He wants the county and university to put the city of Kent to work in creating new economic activity within the county. The best news is that the university made an announcement of a firm commitment of \$3 million, which has helped greatly to move support for this revision forward. Mr. Koslosi suggested that the Ohio Department of Development and the Board of Regents should take this legislation revision to the governor and arrange support for this revision for the ten or 11 cities that may be interested in using the legislation. Mr. Ruller added that, since this project is "shovel-ready" why not use Kent as the pilot project?

Mr. Ruller stated that the city has paid Squire, Sanders & Dempsey and hopes that the county will participate in the payment of the invoice for \$11,377.13. Commissioner Keiper responded that he has attended a majority of the meetings between Kent State and the city, but he had no authority to approve payment of any invoice without Commissioners' approval. The Board of Commissioners must determine how to pay this invoice, should they agree to do so. Mr. Ruller added that the invoice has been paid already, so the Board decision will not hold anything up. Commissioner Keiper noted that they have approved the RFP process for the hire of an architect for the courthouse project. The goal is to give the city a locational answer and, as long as the footprint fits and the parking issues can be resolved, the board would like to move earth within the year. Commissioner Frederick added that the city must agree to the disposition of the current courthouse.

Commissioner Smeiles asked what is in it for Portage County? Mr. Ruller responded that participation in this payment by the county will send a signal to the state that this revision is critical to the project. The more people in the game mean a bigger contribution/commitment to the process. Mr. Koslosi added that the state looks for this type of support. Mr. Smith stated that, if the project gets to the right office to make this happen, the Board of Commissioners' support could put the proposal over the top.

Mr. Koslosi and Mr. Ruller wondered what lobbying efforts must be undertaken for this piece and the PARTA piece? How can we make people understand the value of this revision to the legislation? Mr. Ruller stated that the Ohio Department of Development has asked how the county is supporting the proposed area? Perhaps the county could provide funds for lobbying or at least join the city in the lobbying effort in Columbus in lieu of paying the invoice.

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WATER RESOURCES

Present: Harold Huff, Lynn Kline, JoAnn Townend

On September 15, 2009, the Board of Commissioners adopted Journal Entry #19: The Board of Commissioners accepted the recommendation of Water Resources Department Director Harold Huff and

approved the purchase of the BNA Fixed Asset software program and training at a cost not to exceed \$8,890.00, as presented by the Water Resources Department. The Board of Commissioners noted that the Water Resources Department will take this purchase to the Portage County Data Processing Board for approval.

JoAnn Townend stated that the County Auditor intends to begin the Water Resources Department audit in the near future and that the MUNIS fixed asset system will allow a report to be generated. State Auditor Gary Alger has advised JoAnn Townend that they do not intend to “re-audit” past records. To her knowledge, as of August, all new records are going into MUNIS and creating a new record.

JoAnn Townend noted that she was unaware that the Auditor’s Office had reviewed the information the Water Resources Department sent her earlier this month and that it has been determined that the data cannot be entered into MUNIS or that data would not be entered into MUNIS for 2009 and maybe not for 2010. To the contrary, she believes that the Auditor stated in the Fixed Asset Committee meeting that, as soon as the auditor finishes the tagging and review of the Woodlands, she would be moving onto the Water Resources Department. Also, the Water Resources Department has not met for additional training for employees so that the rest of 2009’s purchase of fixed assets can be recorded correctly into MUNIS and captured in the fixed asset module as they should be.

Just like any other information contained within MUNIS – Water Resources Department staff will be able to print reports and verify the amounts contained in MUNIS. These are the very same reports and information that the Auditor’s office uses to produce the CAFR and is reviewed by the State Auditor. It was JoAnn Townend’s understanding from Mr. Alger that the he only advised Water Resources Department to purchase your own fixed asset software if the County Auditor was unable to include Water Resources fixed assets within the County MUNIS system.

With regard to donated assets, there would be no purchase order in MUNIS as the county is not purchasing the items; all donated items will be tracked via the fixed asset form #PC 4035. Any entity within Portage County receiving donated items will use this tool to track their item.

Commissioner Keiper stated that he is comfortable in approving this purchase, if Director Huff is convinced that it is necessary, to provide a higher level of comfort for Water Resources Department staff in this matter. This has not been an historically easy solution. This is a one-time conversion cost and then the cost of the software to allow the transition into MUNIS. The Board of Commissioners agreed that the County Auditor should continue to audit the Water Resources Department fixed assets. Commissioner Smeiles asked if the Data Processing board has approved this purchase yet. Commissioner Keiper noted that the Data Processing Board does not have the authority to approve any purchases but simply to advise if the purchase is compatible with the county system.

Commissioner Smeiles confirmed that the 2007 and 2008 fixed assets are done with EXCEL spreadsheets, which will not work for 2009. Water Resources Department is currently working on 2009 fixed assets.

The Board of Commissioners reaffirmed their September 15th Journal Entry and directed the Water Resources Department to pursue review by the Data Processing Board.

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

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RESOLUTION No. 09-0869 - RE: ACCEPT THE ISSUE 2 (INFRASTRUCTURE PROGRAM) GRANT AWARD – OPWC PROJECT NUMBER CGU34 - FOR THE PORTAGE COUNTY ENGINEER FOR THE RAV 111 CH151D (LAKEWOOD ROAD) BRIDGE REPLACEMENT IN RAVENNA TOWNSHIP, PORTAGE COUNTY.

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

WHEREAS, the Portage County Board of Commissioners authorized the Portage County Engineer to submit a grant application to the Ohio Public Works Commission for the RAV 111 CH151D (Lakewood Road) Bridge Replacement, Ravenna Township, Portage County, Ohio, by adopting Resolution 08-0994 on September 30, 2008; now therefore be it

RESOLVED, that the Board of Portage County Commissioners hereby accepts the Ohio Public Works Commission grant award of \$669,900 – OPWC Project Number CGU34 -- and designates the President of the Board of Commissioners as the authorized official to execute contracts for the Portage County Engineer as required by the Ohio Public Works Commission; and be it further

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

Voice vote as follows:

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

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RESOLUTION No. 09-0870 - RE: PUBLIC ANNOUNCEMENT OF AVAILABLE CONTRACTS

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

WHEREAS, R.C. 153.67 requires that a public authority planning to contract for professional services publicly announce all contracts available from it for such services; now therefore be it

RESOLVED, that the Board of Portage County Commissioners, by unanimous vote thereto, authorizes the announcement of the request for proposals for professional services for

6. Public Announcement of Available Contracts for the design of a roundabout at the Summit Road/Powdermill Road Intersection (County Engineer)./09-870

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INVITATIONS/MEETING NOTICES

September 22, 2009

1. Invitation from AMATS for the 2009 Annual Meeting on Friday, October 16, 2009, 9:30 AM-2:00 PM, Sheraton Suites, Cuyahoga Falls.
2. Invitation from County Commissioners Association of Ohio for the Organizational Meeting of CCAO Service Corporation Natural Gas Program Board of Participants on Wednesday, October 7, 2009, 10:00 AM in the Board Room of the CCAO Office, Columbus. **NOTE: Please designate your representative and alternate on the form and return to CCAO.**
3. Invitation from County Commissioners Association of Ohio for the County Commissioners Association of Ohio/CEAO Annual Winter Conference, Sunday-Wednesday, December 6-9, 2009, Hyatt Regency Hotel, Columbus.
4. Invitation from the Ohio Preserved Farmland for the 10th Anniversary Planting the Seeds of Future Prosperity on Thursday, November 5, 2009, 8:15 AM-4:30 PM, at the Nationwide and Ohio Farm Bureau 4-H Center, Columbus.
5. Invitation for the Jack Carlton Then & Now exhibit on Thursday, October 8, 2009, 4:00-7:00 PM at the Grantview Gallery, Akron.
6. Invitation for the Acorn Alley's Grand Opening on Friday, September 25, 2009, 5:00-8:00 PM, 154 E. Main St., Kent.
7. Meeting notice for the AMATS Policy Committee Meeting Wednesday, September 30, 2009, 1:30 PM, Martin Center South Room, Akron.
8. Invitation from NEOUCOM for a reception honoring Dr. Nora on Thursday, November 19, 2009, 4:30-6:30 PM in the Colin Campbell Atrium, Rootstown. A gift to the Cantine-Nora Scholarship fund to benefit student scholarships would be appreciated.

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INCOMING CORRESPONDENCE

DISCUSSION

September 22, 2009

1. September 9, 2009 correspondence from Seth Riewaldt, The Portage County Police Chiefs Association, Inc., endorsing the proposed VHF radio communication network in Portage County/Information only. The Board of Commissioners noted that, although this is not a surprise, there is funding available for this implementation.

2. Discussion: September 14, 2009 correspondence from President Thomas Chema, Hiram College, regarding a luncheon meeting on Friday, October 16, 2009 regarding updates on significant activities and initiatives on Hiram campus. Does the Board wish to attend/Commissioner Smeiles will attend, Commissioner Keiper will be attending the AMATS annual meeting on that date.
3. September 16, 2009 memo from the Auditor's Office regarding fixed assets/The Board of Commissioners agreed that each of their departments should complete the report, once presented by the County Auditor, and get the response to the Board of Commissioners, who will compile all of the reports and send them to the County Auditor.
4. September 18, 2009 e-mail from Eileen Hogan, Animal Protective League, requesting assistance to help win \$20,000.00/Information only.

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JOURNAL ENTRIES

September 22, 2009

1. The Commissioners received the September 15, 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).
2. The Board of Commissioners acknowledged receipt of the Subsidy Grant – Fiscal Year 2009 County Financial Expenditure Final Report for the Portage County Juvenile Court for the period of July 1, 2008 through June 30, 2009 as presented by the Portage County Common Pleas Court/Probate Juvenile Division Judge Thomas Carnes. Documents reviewed by the Grants Administrator with no exceptions noted.
3. Board of Commissioners' authorization requested on the Satisfaction of Mortgage for Joseph and Beverly Edwards as presented by the Neighborhood Development Services. Documents reviewed by Department of Budget and Financial Management with no exceptions noted.
4. Board of Commissioners' authorization requested on the Satisfaction of Mortgage for Irene Mondry as presented by the Neighborhood Development Services. Documents reviewed by Department of Budget and Financial Management with no exceptions noted.
5. Board of Commissioners' authorization requested on two (2) Satisfaction of Mortgages for Virginia Hale as presented by the Neighborhood Development Services. Documents reviewed by Department of Budget and Financial Management with no exceptions noted.
6. Board of Commissioners' authorization requested on the Satisfaction of Mortgage for Dorothy Sullivan as presented by the Neighborhood Development Services. Documents reviewed by Department of Budget and Financial Management with no exceptions noted.
7. The Board of Commissioners' received the monthly operating expenses and caseload report for County Public Defender's Office for July 2009 as requested by the County Auditor's Office.
8. The Board of Commissioners received the Transportation of Prisoners report for July 2009 as presented by the County Sheriff's Department. (cc: Department of Budget and Financial Management).

9. The Board of Commissioners authorized payment of the September 16, 2009 invoice for \$2,035.00 for employees who participated in the Wellness Program for the month of August 2009, as presented by the Portage County Combined General Health District.
10. Board of Commissioners' authorization requested to allow use of the Portage County Administration Building's First Floor Lobby on Thursday, October 8, 2009 from 8:00 AM-12:00 Noon for the Senior Center bake sale as requested by Director Sally Kelly.

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REFERRED

September 22, 2009

1. September 11, 2009 memo from NatCity Investments, Inc. and PNC Capital Markets LLC regarding amendment and assignment of remarketing agreement. Referred to Denise Smith.
2. September 1, 2009 e-mail from Amanda Jones, County Commissioners Association of Ohio, regarding the County Law Library Resources Board membership. Referred to Executive Assistant.

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INFORMATION ONLY

September 22, 2009

1. The Board of Commissioners received the August 12, 2009 meeting minutes from the Portage County Regional Airport Authority.
2. September 16, 2009 e-mail from Shawn Arden, MS Consultants, regarding storm water.
3. The Board of Commissioners received the Weekly Traffic Advisory dated September 18, 2009 as presented by Ohio Department of Transportation.
4. The Board of Commissioners received an announcement that Deborah Houdeshell has joined the firm of Stearns & Wheeler GHD.

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PROSECUTOR

September 22, 2009

1. September 15, 2009 correspondence from Chris Meduri, regarding Amendment No. 2 Brimfield Kent JEDD/Clerk to prepare the necessary resolution
2. September 16, 2009 e-mail from John Mason, Office of Homeland Security and Emergency Management Agency to Denise Smith, regarding volunteer liability/Clerk to check with the Human Resources Department to determine if volunteers are covered under CORSA.
3. September 17, 2009 e-mail from Leigh Prugh, regarding New Milford Estates Subdivision/information only.
4. September 18, 2009 e-mail from Chris Meduri, regarding legal fees/information only.

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Journal Entry

September 22, 2009

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

1. The Board of Commissioners acknowledged the receipt of the September 15, 2009 Amended Certificate of Estimated Resources for the year beginning January 1, 2009, as submitted by the Portage County Budget Commission.
2. The Board of Commissioners acknowledged the receipt of the Subsidy Grant – Fiscal Year 2009 County Financial Expenditure Final Report for the Portage County Juvenile Court for the period of July 1, 2008 through June 30, 2009, as presented by Portage County Common Pleas Court/Probate Juvenile Division Judge Thomas Carnes. Documents reviewed by the Grants Administrator with no exceptions noted.
3. The Board of Commissioners signed the Satisfaction of Mortgage for Joseph and Beverly Edwards, as presented by the Neighborhood Development Services. Documents reviewed by Department of Budget and Financial Management with no exceptions noted.
4. The Board of Commissioners the Satisfaction of Mortgage for Irene Mondry, as presented by the Neighborhood Development Services. Documents reviewed by Department of Budget and Financial Management with no exceptions noted.
5. The Board of Commissioners signed the two (2) Satisfaction of Mortgages for Virginia Hale, as presented by the Neighborhood Development Services. Documents reviewed by Department of Budget and Financial Management with no exceptions noted.
6. The Board of Commissioners signed the Satisfaction of Mortgage for Dorothy Sullivan, as presented by the Neighborhood Development Services. Documents reviewed by Department of Budget and Financial Management with no exceptions noted.
7. The Board of Commissioners acknowledged the receipt of the monthly operating expenses and caseload report for County Public Defender's Office for July 2009, as presented by the County Auditor.
8. The Board of Commissioners acknowledged the receipt of the Transportation of Prisoners report for July 2009, as presented by the County Sheriff.
9. The Board of Commissioners authorized payment by the Human Resources Department of the September 16, 2009 invoice for \$2,035.00 for employees who participated in the Wellness Program for the month of August 2009, as presented by the Portage County Combined General Health District.
10. The Board of Commissioners authorized the use of the Portage County Administration Building's First Floor Lobby on Thursday, October 8, 2009 from 8:00 AM-12:00 Noon for the Senior Center bake sale, as requested by Director Sally Kelly.
11. The Board of Commissioners signed the Personnel Action form acknowledging the resignation of Suzanne Bunning as a Clerical Specialist for the Portage County Department of Job and Family Services effective

September 25, 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.

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

DEPARTMENT	JOB TITLE	GRADE	ACTION
Job & Family Services	Clerical Specialist 2 (Replacing Suzanne Bunning)	JFS C	Post Internally and Externally

13. After meeting today with Attorney George Sarkis and Portage County Department of Economic Development Director Bill Ulik, the Board of Commissioners approved the Code of Regulations of the Portage Development Board, an Ohio nonprofit corporation, as presented.
14. The Board of Commissioners accepted the recommendation of Department of Budget & Financial Management Director Tillis and authorized an additional appropriation of \$20,000 for the County Coroner for contract services for 2009 for a larger case load than anticipated for autopsies.
15. The Board of Commissioners accepted the recommendation of Department of Budget & Financial Management Director Tillis and authorized an additional \$8500 for Professional Services for several indigent cases involving Deaf Services, Interpreting Services and Psychological Evaluation Services, as requested by Judge Pittman.
16. The Board of Commissioners accepted the recommendation of Water Resources Department Director Harold Huff and authorized a payment arrangement for Portage County sewer customer Karen Foor, Sheetz, 1762 State Route 59 in Kent.

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 **September 22, 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 2:29 PM. 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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