

Thursday, October 15, 2009

The Board of County Commissioners met in regular session on **Thursday, October 15, 2009 at 9:35 AM** with the following members present:

Charles W. Keiper II	Maureen T. Frederick	Christopher Smeiles
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It was moved by Christopher Smeiles, seconded by Maureen T. Frederick to approve the meeting minutes of the October 13, 2009 meeting. All in favor, motion carries

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

EMA DIRECTOR

Present: Jon Barber, Charlene Badger, Jim Manion

Discussion of the Board of Commissioners' COOPs (Continuity of Operations Plan)

Director Barber noted that Ohio Revised Code Section 5502 requires that the county have an all hazards emergency operations plan in place. In that plan, we must identify alternative sites for use when regular offices cannot operate as well as many other details.

The Director asked, now that the Board of Commissioners has gathered departmental COOPs, what does the Board want to do with those plans now? These plans should become a part of an overall county-wide plan.

Director Barber stated that there are companies that will write COOPs. The Board of Commissioners agreed that he should get a proposal for Board consideration. He added that there are seven or eight critical components/questions that must be answered in beginning a COOP. The Board of Commissioners asked if funds are available to pay for this effort? Director Barber responded that the funds the Health Department received are or will be fully committed for the H1N1 effort and he cannot use EMPG funds.

Commissioner Smeiles asked if most departmental employees are cross trained? He believes that the Clerk's staff is cross-trained; Director Barber noted that the Department of Job & Family Services is starting cross-training; Director Barber added that the real question is can be allowed to cross over departmental lines to assist in answering phones, etc in an emergency situation.

Director Barber added that Portage County received over 2000 H1N1 vaccine doses; EMS workers and first responders are being inoculated. School based clinics may start vaccinating as early as October 26th. The H1N1 Advisory Committee will continue to send emails to all mailboxes to alleviate uncertainty, the Commissioners' sick leave policy has been amended and is in place, and hand sanitizers have been installed.

Lease of space

Jon Barber advised that he toured a vacant facility on North Freedom Street in Ravenna for the storage of Department of Homeland Security & Emergency Management equipment. He reminded the Board of Commissioners that area fire departments can no longer store a variety of Homeland Security and Emergency Management Office equipment at those sites.

The property owner has asked the Director to make a lease proposal. Commissioner Smeiles agreed to work with the Director to determine a fair proposal amount. Director Barber advised the Board of Commissioners that his SHSP Grant can pay the cost of this lease. The Board of Commissioners agreed that the Director should get in writing that the SHSP grant can pay this cost./Journal Entry

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INTERNAL SERVICES

Present: JoAnn Townend

Discussion

1. The City of Ravenna has asked the Board of Commissioners to repair the tree lawn at the County parking lot at Spruce and Chestnut Streets in Ravenna. The Board of Commissioners asked architect David Sommers to investigate and Mr. Sommers has responded/Clerk to forward Mr. Sommers' correspondence to Mayor Poland.

Resolutions

1. Enter into an agreement for sign language interpreting services with Greenleaf Family Center Community Services for JFS./09-961
2. Enter into amendment no. 2 with Mobile meals for Title XX Mobile Meal Services for JFS./09-962
3. Enter into amendment no. 4 with Community Action Council of Portage County, Inc. for PRC Home Repairs for JFS./09-963
4. Enter into amendment no. 4 with Community Action Council of Portage County, Inc. for PRC Utility Assistance Services for JFS./09-964
5. Enter into amendment no. 2 with Community Action Council of Portage County, Inc. for PRC Youth Trade Expansion Project Services for JFS./09-965
6. Enter into amendment no. 3 with Community Action Council of Portage County, Inc. for Home Repair & Energy Efficiency Services for JFS./09-966
7. Enter into amendment no. 3 with Community Action Council of Portage County, Inc. for Utility assistance Services for JFS./09-967
8. Enter into amendment no. 2 with Community Action Council of Portage County, Inc. for Positive Parenting Services Entitled "Even Start" for JFS./09-968
9. Set proposal date for qualifications for professional real estate brokerage services as part of the Neighborhood Stabilization Program./09-969
10. Set proposal date for qualifications for professional residential appraisal services as part of the Neighborhood Stabilization Program./09-970
11. Set proposal date for qualifications for professional real estate title services as part of the Neighborhood Stabilization Program./09-971
12. Set proposal date for qualifications for demolition and clearance services as part of the Neighborhood Stabilization Program./09-972
13. Enter into an MOU with the Youngstown Catholic Diocese for provision of a volunteer reception center./09-973

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RESOLUTION No. 09-0954 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

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

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Internal Auditor or other designee on October 15, 2009 in the total payment amount of **\$305,246.99 for Funds 0001-8101** 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. 09-0955 - RE: WIRE TRANSFER APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

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

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Internal Auditor or other designee on October 15, 2009 in the total payment amount as follows:

- 1. \$204,512.16 for Medical Mutual Claims-Fund 7101; and**

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 authorizes the wire transfer for the charges relating to health benefits, as presented by the Portage County Auditor's Office:

Wire Transfer on Friday, October 16, 2009 \$ 204,512.16

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.

RESOLUTION No. 09-0959

RE: AMENDMENT TO THE GENERAL FUND 2009 ANNUAL APPROPRIATION RESOLUTION NO. 08-1181 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 General Fund 2009 Annual Appropriation in the amounts and for the purposes set forth in the enumeration shown below,

		<u>Increase</u>	<u>Decrease</u>
Fund: 0001	General Fund		
	010 Commissioners Other		
00107	Commissioner Other OE	0	68,416
00109	Commissioner Other ME	68,416	0
	MEMO TOTAL	<u><u>\$ 68,416</u></u>	<u><u>\$ 68,416</u></u>
Note: County Engineer Safety Grants			
TOTAL MEMO BALANCE ALL AMENDMENTS		<u><u>\$ 68,416</u></u>	<u><u>\$ 68,416</u></u>

and be it further,

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

RESOLVED, that a certified copy of this resolution be filed with the County Auditor, and be it further,

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

Roll call as Follows:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0960 - RE: CASH ADVANCE - FROM FUND 0001, GENERAL FUND TO FUND 1210, SAFETY STUDIES

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

WHEREAS, Fund 1210 is in need of interim cash until grant revenues are received; now therefore be it

RESOLVED, that the following cash advance be made in the amount of \$ 68,415.41:

FROM:

FUND 0001, GENERAL FUND

ORGCODE- 00100009

Debit Expense Account

Object 920000 - Advances-Out \$ 68,415.41

TO:

FUND 1210, SAFETY STUDIES

ORGCODE -12108101

Credit Revenue Account

Revenue Source 290000 - Advances-In \$ 68,415.41

and be it further

RESOLVED, that the advance will be repaid to the General Fund by December 31, 2009 with anticipated revenue received from grant funds, and be it further

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

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0961 - RE: ENTER INTO AN AGREEMENT FOR SIGN LANGUAGE INTERPRETING SERVICES BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND GREENLEAF FAMILY CENTER COMMUNITY SERVICES FOR AND OF THE DEAF PROGRAM.

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

RESOLVED, that the annual service under this agreement shall not exceed Sixty-five thousand and 00/100 dollars (\$65,000.00); 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. 09-0964

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RE:

ENTER INTO AMENDMENT NO. 3 BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND COMMUNITY ACTION COUNCIL OF PORTAGE COUNTY, INC. TO PROVIDE UTILITY ASSISTANCE SERVICES.

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

WHEREAS, an agreement between the parties was entered into and known as Portage County Contract No. 20070402 (the "Original Contract") on October 23, 2007 by Resolution No. 07-1016 to provide Utility Assistance Services for citizens under the Adult Protective Service, who are residents of Portage County; and

WHEREAS, an Amendment No. 1 was entered into on April 3, 2008 through Resolution No. 08-0290; and

WHEREAS, an Amendment No. 2 was entered into on October 21, 2008 through Resolution No. 08-1012; and

WHEREAS, the parties desire to amend the Original Contract to continue such services; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into Amendment No. 3 between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and Community Action Council of Portage County, Inc. to extend the agreement two (2) additional months from October 1, 2009 to November 30, 2009; and be it further

RESOLVED, that the total amount of this Agreement shall not exceed Twenty-five thousand and 00/100 dollars (\$25,000.00); and be if 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. 09-0965

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RE:

ENTER INTO AMENDMENT NO. 2 FOR PRC YOUTH TRADE EXPANSION PROJECT SERVICES ENTITLED "VOYAGE YOUTH EMPLOYMENT" BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND COMMUNITY ACTION COUNCIL OF PORTAGE COUNTY, INC.

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

WHEREAS,

an agreement between the parties was entered into and known as Portage County Contract No. 20080330 (the "Original Contract") on July 3, 2008 by Resolution No. 08-0593 to provide PRC Youth TRADE Expansion Project Services entitled "Voyage Youth Employment" for eligible Portage County residents; and

WHEREAS,

an Amendment No. 1 was entered into on July 16, 2009 through Resolution No. 09-0619; and

WHEREAS,

the parties desire to amend the Original Contract; now therefore be it; and

RESOLVED,

that the Board of Portage County Commissioners does hereby enter into Amendment No. 2 between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and Community Action Council of Portage County, Inc. to terminate this contract effective October 1, 2009; 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. 09-0966

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RE:

ENTER INTO AMENDMENT NO. 3 BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND COMMUNITY ACTION COUNCIL OF PORTAGE COUNTY,

INC. TO PROVIDE HOME REPAIR & ENERGY EFFICIENCY SERVICES.

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

- WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20070400 (the "Original Contract") on October 23, 2007 by Resolution No. 07-1015 to provide Home Repair & Energy Efficiency Services for citizens under the Adult Protective Service, who are residents of Portage County; and
- WHEREAS,** an Amendment No. 1 was entered into on April 3, 2008 through Resolution No. 08-0289; and
- WHEREAS,** an Amendment No. 2 was entered into on October 21, 2008 through Resolution No. 08-1011; and
- WHEREAS,** the parties desire to amend the Original Contract to continue such services; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into Amendment No. 3 between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and Community Action Council of Portage County, Inc. to extend the agreement two (2) additional months from October 1, 2009 to November 30, 2009; and be it further
- RESOLVED,** that the total amount of this Agreement shall not exceed Seventy-five thousand and 00/100 dollars (\$75,000.00); and be if 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. 09-0967 - RE: ENTER INTO AMENDMENT NO. 4 BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND COMMUNITY ACTION COUNCIL OF PORTAGE COUNTY, INC. TO PROVIDE PREVENTION, RETENTION AND CONTINGENCY (PRC) UTILITY ASSISTANCE SERVICES.

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

- WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20080331 (the "Original Contract") on July 8, 2008 by Resolution No. 08-0592 to provide PRC Utility Assistance Services; and

WHEREAS, an Amendment No. 1 was entered into on December 11, 2008 through Resolution No. 08-1138; and

WHEREAS, an Amendment No. 2 was entered into on April 7, 2009 through Resolution No. 09-0268; and

WHEREAS, an Amendment No. 3 was entered into on August 4, 2009 through Resolution No. 09-0655; and

WHEREAS, the parties desire to amend the Original Contract; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into Amendment No. 4 between the Board of Commissioners, the Department of Job & Family Services and Community Action Council of Portage County, Inc. for the period July 1, 2009 to June 30, 2010; and be it further

RESOLVED, that the parties agree to decrease the PRC Utility Assistance Services agreement One hundred twenty-six thousand five hundred and 00/100 dollars (\$126,500.00); and be it further

RESOLVED, that the annual service under this agreement shall not exceed Two hundred fifty thousand and 00/100 dollars (\$250,000.00); and be it further

RESOLVED, that, pursuant to the revised Portage County PRC Plan effective October 1, 2009, Utility Assistance is limited to electric, gas, fuel oil, propane and water, and with the exception of water, applicants must apply for assistance through the Home Energy Assistance Program (HEAP) during the HEAP heating season; 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. 09-0968

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RE:

ENTER INTO AMENDMENT NO. 2 FOR PRC POSITIVE PARENTING SERVICES ENTITLED "EVEN START" BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND COMMUNITY ACTION COUNCIL OF PORTAGE COUNTY, INC.

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

WHEREAS, an agreement between the parties was entered into and known as Portage County Contract No. 20080332 (the "Original Contract") on July 8, 2008 by Resolution No. 08-0591 to provide PRC Positive Parenting Services entitled "Even Start" for eligible Portage County residents; and

WHEREAS, an Amendment No. 1 was entered into on July 16, 2009 through Resolution No. 09-0618; and

RESOLUTION No. 09-0974

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RE: COUNTY HOLIDAY OBSERVATION SCHEDULE FOR THE YEAR 2010

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

RESOLVED, that the following holiday schedule be and hereby is adopted for the 2010 calendar year:

HOLIDAY	DATE OBSERVED
New Year's Day	Friday, January 1, 2010
Martin Luther King Day	Monday, January 18, 2010
President's Day	Monday, February 15, 2010
Memorial Day	Monday, May 31, 2010
Independence Day	Monday, July 5, 2010
Labor Day	Monday, September 6, 2010
Columbus Day	Monday, October 11, 2010
Veterans Day	Thursday, November 11, 2010
Thanksgiving Day	Thursday & Friday - November 25 & 26, 2010
Christmas	Friday, December 24, 2010

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. 09-0975

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RE: AUTHORIZE APPLICATION TO PETSMART CHARITIES GRANT PROGRAM

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

WHEREAS, our Portage County Dog Warden is seeking ways to address problems of overpopulation of stray domestic animals in Portage Co.; and

INVITATIONS/MEETING NOTICES

October 15, 2009

1. The Board of Commissioners received the Self Insurance Institute of America, Inc. (SIIA) 2010 Conference Schedule.
2. Invitation from the Portage Learning Centers for the Community Open House and Ribbon Cutting celebrating the Ravenna Head Start Center on Friday, October 23, 2009, 10:00 AM-12:00 PM, 4833 Harding Rd., Ravenna.
3. Invitation from Portage County 4-H Program for the Appreciation Program Volunteers Shine in 2009 on Sunday, November 1, 2009, NEOUCOM Ralph Regula Conference Center, 4:00 PM (Social); 5:00 PM (Dinner) and 6:00 PM (Recognition).
4. Invitation from Job and Family Services for the Retirement Celebration for Becky Porcase on Thursday, October 29, 2009, 4:30 PM at the English Pub Bistro.
5. Invitation from the Center for Community Solutions for the half day session to reflect on health and social service initiatives from around Ohio on Tuesday, October 27, 2009, 9:00 AM-12:00 Noon in the Rammelkamp Atrium at MetroHealth Medical Center.

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INCOMING CORRESPONDENCE

DISCUSSION

October 15, 2009

1. October 8, 2009 correspondence from John Toth, First Energy, regarding Chamberlin-Shalersville 138kV Transmission Line Supply Project Application for Certificate of Environmental Compatibility and Public Need OPSB Case No, 08-0123-EL-BTX/Journal Entry
2. Discussion: Financial Status Report Overdue Notice: 2009-DJ-BX-1192/Referred to Dan Banks, Grants Administrator, for investigation and report to Board of Commissioners.
3. October 12, 2009 e-mail from Dave Sommers, regarding the Spruce Street parking lot in response to Ravenna Mayor Poland's suggestion that the County had not completed the curb project/The Board of Commissioners discussed this correspondence with JoAnn Townend, Internal Services Director today. The Board of Commissioners agreed that the Clerk should send a copy of Mr. Sommer's information to Mayor Poland for his files.
4. The Board of Commissioners received information regarding the 2009 Community Impact Awards as presented by Dominion East Ohio. Deadline for submitting nominations is Monday, November 30, 2009/Forward to Bill Ulik, Charlene Badger, Dan Banks, Neighborhood Development Services, Inc., and Family & Community Services.

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JOURNAL ENTRIES

October 15, 2009

1. October 8, 2009 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimate of Resources for the fiscal year beginning January 1, 2009 as presented by the Portage County Auditor's Office.

2. The Board of Commissioners received the Portfolio Report for September 2009 as presented by the Portage County Treasurer's Office.
3. The Board of Commissioners received the October 9, 2009 correspondence from Robert Park, Director/Service Officer of the Portage County Veterans Service Commission, including the monthly report of departmental activity for the Veterans Service Office for 3rd Quarter 2009.
4. Board of Commissioners' authorization requested to have the Human Resources Department pay Invoice No. 92 dated October 8, 2009 for eight (8) pneumonia shots administered to County Employees at \$45.00 each and four hundred eighty-three (483) flu shots administered to County Employees at \$20.00 each for a total invoice of \$10,020.00, as requested by the Portage County Health Department.
5. Board of Commissioners authorized payment of the September 30, 2009 Christley, Herington, & Pierce Invoice #32141, for professional services rendered during September 2009 for the Sheriff's 2008 Negotiations, in the amount of \$1,645.00.
6. The Board of Commissioners received the Weekly Report of Kennel population for the week ending October 11, 2009 as presented by Dave McIntyre, Dog Warden. The Board of Commissioners acknowledged the receipt of \$250.00 in Court Donations and \$390.25 in License Sales.

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REFERRED

October 15, 2009

1. October 9, 2009 correspondence from Jerold Ingram, regarding helpful reception staff at Job and Family Services. Referred to Director Anita Herington.
2. October 9, 2009 correspondence from Sheriff Doak, regarding a donation of railroad ties. Referred to Executive Assistant.
3. October 7, 2009 correspondence from Craig Stephens, to Jim Corfman, NEOCAP, declining renewal of appointment to the Facility's Governing Board for NEOCAP. Referred to Executive Assistant
4. October 6, 2009 correspondence from Kelly James Hettick, US Department of Agriculture Rural Development, regarding two automatic withdrawals for Loan Payment 97-01 and 97-03 on or before December 1, 2009. Referred to Regional Planning Commission.

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PLEASE ADD TO THE AGENDA

October 15, 2009

1. October 13, 2009 e-mail from Gary Alger, State Auditor, regarding RLF loan tracking/Clerk to draft a response for Board of Commissioners review.
2. October 13, 2009 e-mail from Leigh Prugh, Prosecutor's Office, regarding personnel issues at The Woodlands At Robinson/The Board of Commissioners agreed that Attorney PJ Molnar will handle personnel issues at the Woodlands. .

3. October 14, 2009 e-mail from Gary Mitrisin, The Woodlands At Robinson, regarding a public records request/Information only – the Board of Commissioners noted that Attorney Leigh Prugh is providing Mr. Mitrisin direction in responding.
4. Petsmart Grant (Grants Administrator)/09-0975

INFORMATION ONLY

October 15, 2009

1. October 6, 2009 correspondence from Roy Neil, regarding Retirement & Estate Planning Services.
2. The Board of Commissioners received the Weekly Traffic Advisory dated October 9, 2009 as presented by Ohio Department of Transportation.
3. September 28, 2009 correspondence from Michelle Vidano, Google, regarding free adwords advertising – offer extended through October 31, 2009.
4. October 7, 2009 correspondence from Jack Rosati Jr., Bricker & Eckler, including an article from the monthly construction newsletter entitled “What Should a Project Owner Expect from Project Closeout”.

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PROSECUTOR

October 15, 2009

1. October 13, 2009 e-mail from Denise Smith, regarding the Memorandum of Understanding for the volunteer reception center at Immaculate Conception hall. Referred to Internal Services/09-0973

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Journal Entry

October 15, 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 October 8, 2009 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimate of Resources for the fiscal year beginning January 1, 2009, as presented by the Portage County Auditor.
2. The Board of Commissioners acknowledged the receipt of the Portfolio Report for September 2009, as presented by the Portage County Treasurer.
3. The Board of Commissioners acknowledged the receipt of the October 9, 2009 correspondence from Robert Park, Director/Service Officer of the Portage County Veterans Service Commission, including the monthly report of departmental activity for the Veterans Service Office for the 3rd Quarter of 2009.
4. The Board of Commissioners authorized the Human Resources Department to pay Invoice No. 92 dated October 8, 2009 for eight (8) pneumonia shots administered to County Employees at \$45.00 each and four hundred eighty-three (483) flu shots administered to County Employees at \$20.00 each for a total invoice of \$10,020.00, as presented by the Portage County Health Department.

5. The Board of Commissioners authorized payment of the September 30, 2009 Christley, Herington, & Pierce Invoice #32141, for professional services rendered during September 2009 for the Sheriff's 2008 Negotiations, in the amount of \$1,645.00.
6. The Board of Commissioners acknowledged the receipt of the Weekly Report of Kennel population for the week ending October 11, 2009, as presented by Dog Warden Dave McIntyre. The Board of Commissioners also acknowledged the receipt of \$250.00 in Court Donations and \$390.25 in License Sales.
7. The Board of Commissioners acknowledged the receipt of the October 8, 2009 correspondence from John Toth, Transmission Engineer for the FirstEnergy Service Company, to property owners within the planned site or right-of-way of the proposed Chamberlin-Shalersville 138kV Transmission Line Supply Project Application for Certificate of Environmental Compatibility and Public Need OPSB Case No, 08-0123-EL-BTX.
8. The Board of Commissioners authorized Commissioner Smeiles to work with Homeland Security and Emergency Management Office Director Jon Barber to determine a fair proposal amount for the possible lease of a portion of a vacant facility located at 799 North Freedom Street in Ravenna for the storage of Department of Homeland Security & Emergency Management equipment. The Board of Commissioners noted that area fire departments can no longer store a variety of Homeland Security and Emergency Management Office equipment at those sites. Director Barber advised the Board of Commissioners that his State Homeland Security Program (SHSP) Grant can pay the cost of this lease.

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 **October 15, 2009**. There being no further business to come before the Board, it was moved by Christopher Smeiles, seconded by Maureen T. Frederick to adjourn the official meeting at **10:40 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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