

Thursday, November 5, 2009

The Board of County Commissioners met in regular session on **Thursday, November 5, 2009 at 9:40 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 November 3, 2009 meeting. All in favor, motion carries

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

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Health Commissioner Porter sent an H1N1 Update in lieu of attending the scheduled meeting, as agreed upon with the Board of Commissioners.

Commissioner Smeiles noted that Sheriff Doak advised the EMA Board at the meeting yesterday that he has accepted a Mobile Command Center that was turned into the state by Columbiana County, contingent upon approval from the state. This unit is a smaller vehicle than the large command post that Portage County already has.

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INTERNAL SERVICES - Cancelled

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HUMAN RESOURCES

Present: Karen U’Halie, Anita Herington

1. The Board of Commissioners had asked the Director to change the policy for workers leaving Portage County employment so that health coverage now ends on the last day of the pay period and not the last day of employment. 19 employees took advantage of that change with zero dollars expended.
2. The Director reported that the second letter went to employees regarding the status of dependent eligibility with a response deadline of November 6, 2009. As of October 31st, 46% of employees had responded. The Board of Commissioners agreed to send out a final letter to those employees who have not yet responded giving them one more week. 12 dependents have been removed as a result of the survey and two more are pending.

10:15 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Christopher Smeiles**, seconded by **Maureen T. Frederick** that the Board of Commissioners move into executive session to consider a JFS employment issue. **Also present: Human Resources Department Director Karen U’Halie and JFS Director Anita Herington.** Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

10:25 AM Upon conclusion of the above referenced discussion, it was moved by **Christopher Smeiles**, seconded by **Maureen T. Frederick** that the Board of Commissioners moves out of executive session. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

After exiting executive session, the Board approved a Journal Entry authorizing a recall of one layoff position.

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NEIGHBORHOOD DEVELOPMENT

Present: Dave Vaughan, Jim Shank

Mr. Vaughan reported drastic changes to the finance mechanisms for Community Housing Improvement Program funded projects including the forgiveness of 80% of all loans and home repairs beginning with program year 2010, as ordered by the OHCP, significantly reducing the recapture of funds back to the revolvers. Mr. Vaughan stated that he is not in favor of this decree; the Board of Commissioners agreed. Mr. Vaughan stated that this ruling is for all grants going forward but he would not be surprised to see it become retroactive. This decision appears to be in reaction to the loss of housing values. He added that another change is that if a client complains, arbitration is required and paid for from Administration Funds. The Board of Commissioners asked Neighborhood Development Services, Inc. staff to draft a letter strenuously objecting to these changes that they will send to the Governor and our state senators and representatives before the comment period ends. Commissioner Smeiles suggested that the Board of Commissioners consider not accepting new funding; Mr. Vaughan responded that the money would simply be sent elsewhere.

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Neighborhood Development Services, Inc. is working to complete the Economic Development Accountability Program Survey.

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11:25 AM Grants Administrator attending

Jim Shank explained the request that the Board of Commissioners agree to the modification of the agreement for the Rusty Nail, noting that sales have not increased as expected. The Board of Commissioners authorized Commissioner Frederick to sign the Commercial Debt Modification Agreement for this loan, as recommended by Mr. Shank/Journal Entry

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11:25 AM Lunch recess

1:10 PM Board of Commissioners reconvened

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PARTA

Present: John Drew, Frank Hairston, Bryan Smith, Charlene Badger

PARTA representatives attending today to ask for Board of Commissioners support for the Kent Central Gateway Multimodal Center project in downtown Kent.

Mr. Smith explained the project, noting that there will be additional \$85million in public and private investment with about 266 construction jobs and 700 long term jobs created and sustained should Federal Transit Stimulus dollars (Tiger Discretionary Grant) funding be awarded for this project. There will also be \$5.8 million in tax revenue yearly.

Commissioner Smeiles noted that the Board is concerned about having enough parking for the Portage County Courthouse, should it be located in that area. Mr. Smith responded that the Board should have that discussion with city of Kent officials. Commissioner Keiper added that the Board would demand enough parking for Judges, up to 100 employees and staff, as well as the public using the facility. The Board would consider paying for dedicated parking since the need is there. Mr. Drew noted that they have been working with Kent State and the city of Kent on this project; his main concern was not how the facility looked but with the meeting of their needs. Mr. Drew noted that there will be 350 parking spaces in the parking garage and it may be possible to add another floor to the facility.

The Board of Commissioners agreed to sign a letter of support for this grant request/Executive Assistant Charlene Badger to prepare the letter, send it to Secretary of Transportation LaHood and send a copy to PARTA.

The Board of Commissioners also agreed that PARTA/Kent State University may use the Portage County logo on this project. The Clerk will email the logo to Mr. Smith for their use; he will forward it to Connie Hawk at Kent State University.

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RESOLUTION No. 09-1028 - 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 November 5, 2009 in the total payment amount of **\$128,508.78 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. 09-1029 - 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 November 5, 2009 in the total payment amount as follows:

1. \$64,627.89 for Medical Mutual Admin Fees-Fund 7101; and
2. \$227,874.22 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, November 6, 2009	\$ 64,627.89
Wire Transfer on Friday, November 6, 2009	\$ 227,874.22

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. 09-1030 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

It was moved by Christopher Smeiles, seconded by Maureen T. Frederick 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:

11/04/09	247	\$ 45.98
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Voice Vote as Follows:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-1032

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RE: ACCEPT WINDING CREEK DRIVE AND CREEKVIEW DRIVE IN THE RESERVES OF BREAKNECK CREEK SUBDIVISION, IN RAVENNA TOWNSHIP, PORTAGE COUNTY.

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

WHEREAS, the following roads in **RAVENNA TOWNSHIP** have been built in accordance with the specifications for allotment roads of Portage County, and have gone through a one year maintenance period:

T.H. 1745 Winding Creek Drive

T.H. 1746 Creekview Drive

and

WHEREAS, the Portage County Engineer has agreed to accept these roads as identified above, and

WHEREAS, the Ravenna Township Trustees were notified, via an October 16, 2009 correspondence from the Portage County Engineer, that the Portage County Engineer was preparing to recommend the Board of Portage County Commissioners accept these newly constructed roads in Ravenna Township; now therefore be it

RESOLVED, that the Board of Portage County Commissioners accept these newly constructed roads in Ravenna Township as identified above; and be it further

RESOLVED, that the acceptance of these roads makes **RAVENNA TOWNSHIP** responsible for their maintenance effective **NOVEMBER 17, 2009**, and be it further

RESOLVED, that the Clerk of this Board be and is hereby directed to file a certified copy of the above Resolution with the Portage County Engineer and, 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. 09-1033 - RE: SUPPORT AND APPROVAL OF THE PORTAGE COUNTY JUVENILE COURT'S GRANT APPLICATION TO THE OHIO DEPARTMENT OF YOUTH SERVICES JUVENILE ACCOUNTABILITY BLOCK GRANT.

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

- WHEREAS,** the Ohio Department of Youth Services has a grant program that supports local court systems to develop and maintain programming at risk youth; and
- WHEREAS,** the Board of Portage County Commissioners is an eligible applicant for this grant program; now therefore be it
- RESOLVED,** that the Board of Commissioners does hereby give approval and support to the Portage County Juvenile Court for the submittal of an application to the Ohio Department of Youth Services Juvenile Accountability Block Grant Program **for a total of \$10,027.00; with a local match of \$1,114.00 to be provided by Portage County;** and be it further
- RESOLVED,** that Charles W. Keiper II, as the President of the Portage County Board of Commissioners, or his designee is authorized to sign all documents that pertain to the grant application; and be it further
- RESOLVED,** that the Board of Commissioners authorizes the electronic submission of this grant as presented by the Portage County Juvenile Court; 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 was as follows:

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

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RESOLUTION No. 09-1034 - RE: ACCEPT THE SUBSIDY PLAN FOR THE STATE OF OHIO DEPARTMENT OF YOUTH SERVICES GRANT (RECLAIM OHIO) ON BEHALF OF THE PORTAGE COUNTY JUVENILE COURT.

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

WHEREAS, the Board of Commissioners adopted Resolution 09-0495 on May 28, 2009 authorizing the application update to the State of Ohio, Department of Youth Services for the State FY 2010 Youth Services Grant Subsidy allocation for the Portage County Juvenile Court for \$545,227.04 with no local match; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby accept the grant from State of Ohio, Department of Youth Services for the FY 2010 Youth Services Base Grant (510) allocation for the Portage County Juvenile Court for \$219,653.00 and FY 2010 Reclaim Ohio (401) for \$246,099.74 for a program total of \$465,752.74 with no local match for the time period of July 1, 2009 through June 30, 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 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;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 09-1035

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RE:

RESOLUTION TO REJECT ALL BIDS AND APPROVING THE REVISED PLANS, REVISED SPECIFICATIONS AND REVISED ESTIMATE OF COST, AND SETTING THE DATE AND TIME FOR ACCEPTANCE OF REBIDS FOR PROJECT NO. CH-1 (08-090), WEST BRANCH MOBILE HOME PARK WWTP IMPROVEMENTS, IN THE PORTAGE COUNTY REGIONAL SEWER DISTRICT, CHARLESTOWN TOWNSHIP.

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

WHEREAS, pursuant to authorization by the Board contained in Resolution 08-0251, adopted on March 18, 2008, the Water Resources Department has caused to be prepared and submitted for approval plans, specifications and estimate of cost for Project No. CH-1 (08-090), West Branch Mobile Home Park WWTP Improvements, hereinafter referred to as the "PROJECT"; and

WHEREAS, the Board of Commissioners would reject all bids received for the PROJECT due to the fact that all bids received were more than 10 percent above the engineers estimate; and

WHEREAS, the plans, specifications, and estimate for West Branch Mobile Home Park WWTP Improvements have been revised to accommodate changes in supplier and material costs; and

WHEREAS, copies of said revised plans, specifications and estimate of cost on file in the office of the Clerk and County Water Resources and are available for examination therein; and

WHEREAS, the PROJECT is necessary to replace the tertiary filters, building, and air blowers. SCADA monitoring equipment shall be included in the project to improve operational and emergency conditions; now therefore be it

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

Section 1. That the Board of Commissioners rejects all bids of said PROJECT hereto be and the same are hereby approved.

Section 2. That said revised plans, specifications and estimate of cost for said PROJECT hereto be and the same are hereby approved.

Section 3. That said revised plans, specifications and estimate of cost for the PROJECT shall be filed in the office of the Clerk of this Board and in the office of the County Water Resources and kept continuously on file for inspection by all persons interested therein.

Section 4. That sealed bids for the PROJECT will be accepted by the Portage County Commissioners until 2:00 PM on December 2, 2009 at their office on the seventh floor of the County Administration Building, 449 South Meridian Street, Ravenna, Ohio.

Section 5. That the Notice of receiving rebids for the PROJECT shall be posted in the Record Courier on November 9, 2009 and November 16, 2009 and the Clerk of this Board is directed to post said Notice on the official bulletin board in the office of the County Commissioners. This advertisement for bids can also be found on Portage County's website at: www.co.portageco.oh.us under county bid notices.

Section 6. It is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees 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 was as follows:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-1036

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RE: AGREE TO ENTER INTO AN AGREEMENT FOR SERVICES BETWEEN THE PORTAGE COUNTY COMBINED GENERAL HEALTH DISTRICT AND PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF PORTAGE COUNTY HOMELAND SECURITY AND EMERGENCY MANAGEMENT OFFICE.

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

WHEREAS, the Portage County Homeland Security and Emergency Management Office provides support and services to the Portage County Health District (PCHD); and

WHEREAS, the PCHD has a need for specialized services and support; and

WHEREAS, the PCHD desires to have such services and support provided by the Portage County Homeland Security and Emergency Management Office; and

WHEREAS, the Portage County Health District approved said services by Resolution 09-135 November 4, 2009; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into an Agreement with the Portage County Combined General Health District on behalf of Portage County Homeland Security and Emergency Management Office to provide specialized services and support through December 31, 2010, as stipulated in the Agreement; and be it further

RESOLVED, that the total service amount under this Agreement shall not exceed Fifty Four Thousand Dollars (\$54,000.00); now therefore be it

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in 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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RESOLUTIONS

November 5, 2009

1. Approval of Meeting Minutes from the November 5, 2009 regular Board Meeting as presented.
2. Approve the Bills as presented by the County Auditor and reviewed by the Internal Auditor./09-1028
3. Approve the wire transfer as presented by the County Auditor./09-1029
4. Approve the Journal Vouchers as presented by the County Auditor./09-1030
5. Approve Then & Now as presented by the County Auditor./09-1031

- 6. Accept Winding Creek Drive and Creekview Drive in the Reserves of Breakneck Creek Subdivision, Ravenna Township, Portage County (County Engineer)./09-1032
- 7. Support and approval of the Portage County Juvenile Court's grant application to the Ohio Department of Youth Services Juvenile Accountability Block Grant (Grants Administrator)./09-1033
- 8. Accept the subsidy plan for the State of Ohio Department of Youth Services Grant (Reclaim Ohio) on behalf of the Portage County Juvenile Court./09-1034 The Board of Commissioners agreed that the Juvenile Court should be able to find the local match of \$1,114; Commissioner Frederick is concerned about using General Fund monies, since funds are not there to do so. Commissioner Keiper noted that he understands the concern of committing General Fund money but does not have issue with putting in \$1,000 to gain \$10,000.
- 9. Agree to enter into an agreement for services between the Portage County Combined General Health District and the Portage County Board of Commissioners on behalf of the Portage County Department of Homeland Security & Emergency Management/09-1036

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INVITATIONS/MEETING NOTICES

November 5, 2009

- 1. Meeting notice for the next Portage County Township Association Dinner/Meeting on Saturday, November 14, 2009, 6:00 PM at the Italian American Society, Ravenna.

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JOURNAL ENTRIES

November 5, 2009

- 1. The Board of Commissioners received the Weekly Report of Kennel population for the week ending November 1, 2009 as presented by Dave McIntyre, Dog Warden. The Board of Commissioners acknowledged the receipt of \$400.00 in Court Donations and \$360.00 in License Sales.
- 2. The Board of Commissioners received the October 30, 2009 correspondence from the Portage County Sheriff's Department including the Monthly Record of Proceedings and Transactions for October 2009, in accordance with Ohio Revised Code Section 325.07. Referred to the Department of Budget and Financial Management.
- 3. Board of Commissioners' authorization requested to have Commissioner Frederick sign the Contact Update Registration Form in addition to Director Todd Peetz as requested by the US Department of Commerce, US Census Bureau and presented by the Regional Planning Commission.
- 4. Board of Commissioners' authorization requested to allow the electronic filing of the financial status report to the US Department of Justice Office of Justice Programs for the Arrest Grant No. 2007-WE-AX-0048 for the Advocate, Train and Respond Collaborative for the time period of July 1, 2009-September 30, 2009 for \$3,1873.85 as requested by Carole Beaty, Family & Community Services.
- 5. Board of Commissioners' authorization requested to pay Invoice No. 09-140 dated July 21, 2009 to the Regional Planning Commission in order to cover the Neighborhood Stabilization Program from the time

periods of June 15, 2009 through October 4, 2009 totaling \$9512.96 as requested by the Regional Planning Commission. Documents reviewed by the Grants Administrator with no exceptions noted.

6. Board of Commissioners' signature requested on the payment authorization form for Goff's Roofing for roof replacement for homeowners Bernard and Diane Latshaw located at 9429 Tower Drive, Streetsboro for \$500.00 as requested by the Regional Planning Commission. The B-F-08-092-1 Formula Grant Activity #02 Home Building Repair is funding this expense. Documents reviewed by the Grants Administrator with no exceptions noted.
7. Board of Commissioners' signature requested on the payment authorization form for David L. Sommers AIA for architect services for alterations to 463 and 465 South Chestnut St., Ravenna (Coleman Professional Services Bldg.) for \$995.00 as requested by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #04 Private Rental Rehab is funding this expense. Documents reviewed by the Grants Administrator with no exceptions noted.
8. Board of Commissioners' signature requested on the payment authorization form for Goff's Roofing for roof replacement for homeowners John and Karen Munkres located at 1018 Frost Road, Streetsboro for \$420.00 as requested by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #02 Home Building Repair is funding this expense. Documents reviewed by the Grants Administrator with no exceptions noted.
9. Board of Commissioners' signature requested on the payment authorization form for Goff's Roofing for roof replacement for homeowner Melissa Klinessmith located at 8385 Seasons Road, Streetsboro for \$500.00 as requested by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #02 Home Building Repair is funding this expense. Documents reviewed by the Grants Administrator with no exceptions noted.
10. Board of Commissioners' signature requested on the payment authorization form for Swauger Building Company Inc. for plumbing work to the Coleman Professional Apartment Building located at 463 and 465 South Chestnut St., Ravenna for \$719.55 as requested by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #04 Private Rental Rehab is funding this expense. Documents reviewed by the Grants Administrator with no exceptions noted.
11. Board of Commissioners' signature requested on the purchase requisition for Hartong Electric for air conditioning wiring for Portage County Senior Center located at 705 Oakwood Street, Ravenna for \$1,895.00 as requested by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #06 Senior Centers is funding this expense. Documents reviewed by the Grants Administrator with no exceptions noted.
12. Board of Commissioners' signature requested on the purchase requisition for Greer Heating & Air Conditioning for the purchase and installation of three (3) air conditioning units for the Portage County Senior Center located at 705 Oakwood St., Ravenna for \$4893.00 as requested by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #06 Senior Centers is funding this expense. Documents reviewed by the Grants Administrator with no exceptions noted.

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REFERRED

November 5, 2009

1. The Board of Commissioners received an Order granting application to employ special council for Debtor, Twin Lakes Country Club as presented by the US Bankruptcy Court, Northern District of Ohio. Referred to Prosecutor's Office and Treasurer's Office.
2. October 30, 2009 correspondence from Ryan Kopko, One Stop Energy Services, regarding Ohio's Energy Efficiency and Conservation Block Grant program. Referred to Grants Administrator.
3. October 30, 2009 correspondence from Thomas Colaluca, Bonezzi Switzer Murphy Polito & Hupp, regarding Requests for Proposals bidder's list. Referred to Internal Services.

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PLEASE ADD TO THE AGENDA

November 5, 2009

1. Draft Resolution presented by the Water Resources Department to reject all bids and approving the revised plans, revised specifications and revised estimate of cost, and setting the date and time for acceptance of rebids for Project No. CH-1 (08-090), West Branch Mobile Home Park Wastewater Treatment Plant Improvements in the Portage County Regional Sewer District, Charlestown Township./09-1035 The Commissioners agreed that they would have a conversation with Director Harold Huff about how the Engineers could be so far off.

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INFORMATION ONLY

November 5, 2009

1. In response to the Board's request for review and comment on the Notice of Public Hearing from the Ohio Board of Building Standards, Director Bob Wrentmore indicates he will attend the hearing.
2. October 2, 2009 memo from Audrey Tillis, Department of Budget and Financial Management, regarding review of the Portage County Sheriff's month record of proceedings and transactions for September 2009 with no exceptions noted.

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Journal Entry

November 5, 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 Weekly Report of Kennel population for the week ending November 1, 2009, as presented by Dog Warden Dave McIntyre. The Board of Commissioners also acknowledged the receipt of \$400.00 in Court Donations and \$360.00 in License Sales.
2. The Board of Commissioners acknowledged the receipt of the October 30, 2009 correspondence from the Portage County Sheriff including the Monthly Record of Proceedings and Transactions for October 2009, in accordance with Ohio Revised Code Section 325.07. Referred to the Department of Budget and Financial Management.

3. The Board of Commissioners authorized Commissioner Frederick to sign the Contact Update Registration Form assigning Regional Planning Commission Director Todd Peetz as the Portage County liaison designee, as requested by the United States Department of Commerce, US Census Bureau and presented by the Regional Planning Commission.
4. The Board of Commissioners authorized the electronic filing of the financial status report to the U.S. Department of Justice Office of Justice Programs for the Arrest Grant No. 2007-WE-AX-0048 for the Advocate, Train and Respond Collaborative Project for the time period of July 1, 2009-September 30, 2009, for \$3,1873.85, as presented by Carole Beaty, Family & Community Services. Department of Budget & Financial Management Director Audrey Tillis reviewed the report noting that the report is within the grant budget and appears to be reasonable and properly authorized.
5. The Board of Commissioners acknowledged the receipt of Invoices Nos. 09-140, 141, 147, 156, 168, 177, 185, 192, and 195 from the Regional Planning Commission for charges to the Neighborhood Stabilization Program (NSP) from June 15, 2009 through October 4, 2009 for administrative services totaling \$9,512.96, as presented by the Regional Planning Commission. The Board of Commissioners noted that the Grants Administrator advised that these expenses should be billed directly to the grant rather than billed to the General Fund. The Board of Commissioners cash advanced \$10,000 to Fund 1254 with Resolution No. 09-0985 to allow this payment to be made to the Regional Planning Commission. The Regional Planning Commission will follow the same procedures used when processing payments through the CDBG Grant for NSP invoices.
6. The Board of Commissioners signed the payment authorization form for Goff's Roofing of Windham for a roof replacement for homeowners Bernard and Diane Latshaw, 9429 Tower Drive in Streetsboro for \$500.00, as presented by the Regional Planning Commission. The B-F-08-092-1 Formula Grant Activity #02 Home Building Repair is funding this expense. Documents reviewed by the Grants Administrator who noted that he reviewed this request and it seems to be in order.
7. The Board of Commissioners signed the payment authorization form for David L. Sommers AIA for architectural services for alterations to 463 and 465 South Chestnut Street in Ravenna (Coleman Professional Services Bldg.) for \$995.00, as presented by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #04 Private Rental Rehab is funding this expense. Documents reviewed by the Grants Administrator who noted that he reviewed this request and it seems to be in order.
8. The Board of Commissioners signed the payment authorization form for Goff's Roofing of Windham for a roof replacement for homeowners John and Karen Munkres, 1018 Frost Road in Streetsboro for \$420.00, as presented by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #02 Home Building Repair is funding this expense. Documents reviewed by the Grants Administrator who noted that he reviewed this request and it seems to be in order.
9. The Board of Commissioners signed the payment authorization form for Goff's Roofing of Windham for a roof replacement for homeowner Melissa Klinessmith, 8385 Seasons Road in Streetsboro for \$500.00, as presented by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #02 Home Building Repair is funding this expense. Documents reviewed by the Grants Administrator who noted that he reviewed this request and it seems to be in order.
10. The Board of Commissioners signed the payment authorization form for Swauger Building Company Inc. of Rootstown for plumbing work for the Coleman Professional Apartment Building, 463 and 465 South

Chestnut Street in Ravenna for \$719.55, as presented by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #04 Private Rental Rehab is funding this expense. Documents reviewed by the Grants Administrator who noted that he reviewed this request and it seems to be in order.

- 11. The Board of Commissioners signed the purchase requisition for Hartong Electric of Ravenna for air conditioning wiring for the Portage County Senior Center, 705 Oakwood Street in Ravenna for \$1,895.00, as presented by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #06 Senior Centers is funding this expense. Documents reviewed by the Grants Administrator who noted that he reviewed this request and it seems to be in order.
- 12. The Board of Commissioners signed the purchase requisition for Greer Heating & Air Conditioning of Kent for the purchase and installation of three (3) air conditioning units for the Portage County Senior Center, 705 Oakwood Street in Ravenna for \$4893.00, as presented by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #06 Senior Centers is funding this expense. Documents reviewed by the Grants Administrator who noted that he reviewed this request and it seems to be in order.
- 13. After meeting today in an Executive Session with Human Resources Department Director Karen U'Halie and Department of Job & Family Services Director Anita Herington, the Board of Commissioners authorized the recall of one bargaining unit position in the Department of Job & Family Services.

All in favor, motion carries.

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JOURNAL ENTRY II

November 5, 2009

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

After meeting today with Neighborhood Development Services, Inc., the Board of Commissioners accepted Jim Shank's recommendation and authorized Commissioner Frederick to sign the Commercial Debt Modification Agreement for the Rusty Nail. Commissioner Keiper abstaining, 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 **November 5, 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 **1:35 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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