

Thursday, December 3, 2009

The Board of County Commissioners met in regular session on **Thursday, December 3, 2009 at 9:27 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 December 1, 2009 meeting. All in favor, motion carries

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

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Commissioner Frederick noted that she read in the newspaper of the NOPEC announcement of a nine year agreement for FirstEnergy Solutions to supply power to its customers. FirstEnergy is working on an agreement with Gexa Energy to buy power. Commissioner Keiper, who serves on the NOPEC Board of Directors, agreed that this is a great deal and a good rate for Portage County customers.

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The Board of Commissioners agreed to ask Dave Vaughan to draft a letter to Rick Kubic and the State Auditor regarding the most recent request to the Neighborhood Development Services, Inc. for bank documents dating back to 1997.

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H1N1 UPDATE

The Board of Commissioners received the emailed H1N1 update as presented by the Health Commissioner.

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INTERNAL SERVICES

Present: JoAnn Townend

DISCUSSION

Senior Center Lease

The Director advised the Board of Commissioners that the Senior Center lease with Family & Community Services is in place as follows: the current lease is for 3116 sq. ft. @ \$875.00 per month (\$3.37 per sq. ft.). the proposed lease is for 4140 sq. ft. for an increase of 1024 sq. ft. @ \$1,207.00 per month (\$3.50 per sq. ft.) with a 20 year term, including utilities and no escalator clause or termination clause. The new lease has been signed by Mark Frisone. The Board of Commissioners agreed that a termination clause should be added/09-1119

Kent Muni Courthouse Proposals

The Board of Commissioners agreed to interview the following companies for the design of the courthouse: Hasenstab Architects, Bowen & Associates, Four Points Architecture, Brandstetter Carroll, Inc. and David Sommers with Ted Manfrass/KZF Design. The Board of Commissioners agreed to schedule December presentations.

RESOLUTIONS

1. Enter into an agreement for in-home counseling services with the Bair Foundation for JFS November 1, 2009 through October 31, 2010./09-1114

2. Enter into amendment no. 6 for service coordination for the Help Me Grow Program with Family & Community Services through June 30, 2010./09-1115
3. Declare a police dog from the Sheriff's office as being no longer needed and authorize the sale of Portage County Personal Property./09-1116
4. Set bid date for receiving bids for providing pharmaceuticals at the Woodlands of Robinson./09-1117
5. Set date for receiving proposals for transportation services for JFS./09-1118
6. Enter into lease agreement for the Senior Center/09-1119

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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 discuss the investigation of charges or complaints against a public employee, official, licensee or regulated individual. **Also present: Internal Services Director JoAnn Townend.** Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

10:30 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 took no action.

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HUMAN RESOURCES

Present: Karen U'Halie

1. Adoption of the COBRA rates for 2010 Benefits Plan Year/09-1120.
2. CORSA Renewal Application/Journal Entry.

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10:30 AM Board of Commissioners recessed to the Solid Waste Management District Meeting

11:05 AM Board of Commissioners reconvened

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REGIONAL PLANNING COMMISSION

Present: Todd Peetz, Evelyn Beeman, Audrey Tillis

The Regional Planning Commission has authorized the Director to ask the Townships to prepay their 2010 dues; Shalersville Township paid \$4,500 this week. The more the Regional Planning Commission can collect, the less they will ask the Board of Commissioners to loan to them. This loan would carry the Regional Planning Commission through to the end of 2009, to be repaid by January 31, 2010.

Commissioner Frederick asked if there has been any consideration to a furlough of employees. The Director responded that it is too late to furlough in 2009 but they are considering a furlough at the beginning of January. Commissioner Frederick asked if there are any increases planned for staff? Director Peetz responded those proposed increases have been taken out of the budget.

Director Tillis noted that there is a \$392,000 General Fund carryover without considering the nursing home needs, the TB line, etc. before the end of the year. Perhaps the Board of Commissioners can prepay their dues by \$5000 in lieu of the loan. The Regional Planning Commission payroll is about \$11,800 per week to include benefits, which must be addressed by December 13, 2009. Commissioner Smeiles suggested that the Regional Planning Commission close their doors for the week between Christmas and New Years Day. Director Peetz responded that the first pay period in January is actually that week. The Board of Commissioners agreed that they would prepay their dues in an amount to be determine to meet the Regional Planning Commission payroll needs. (\$13,000 request minus the Shalersville Township payment of \$4,500 minus the amount that other townships might pay would equal the county's prepaid dues amount.

Director Peetz advised the Board of Commissioners that he learned yesterday that the Habitat for Humanity (BF 08) grant, which requires that the units built have the beneficiaries living in them by the end of this year. The chosen beneficiaries have decided that they do not want to live in Atwater; Habitat must find two eligible homeowners. The Regional Planning Commission will bring back a request a three month extension.

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RESOLUTION No. 09-1102 - 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 December 3, 2009 in the total payment amount of **\$385,932.32 for Funds 0001-7000** 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. 09-1103 - RE: WIRE TRANSFER APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

RESOLUTION No. 09-1108

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			
001 Commissioners			
00013	Commissioners Fringes	4,750	0
00014	Commissioners CS	0	4,600
00017	Commissioners OE	12,870	0
0001D	Commissioners Full Time	0	1,800
0001M	Commissioners Overtime	0	1,000
MEMO TOTAL		<u>\$ 17,620</u>	<u>\$ 7,400</u>

Note: To Cover Unemployment, For Building Security PT Line, To Correct Resolution #09-1094

010 Commissioners Other			
00107	Commissioner Other OE	0	12,870
MEMO TOTAL		<u>\$ -</u>	<u>\$ 12,870</u>

Note: To Correct Resolution #09-1094

015 Building Security			
00153	Building Security Fringes	705	275
00155	Building Security MS	0	1,027
0015D	Building Security Full Time	0	1,780
0015E	Building Security Part Time	5,027	0
MEMO TOTAL		<u>\$ 5,732</u>	<u>\$ 3,082</u>

Note: Projected Need

		<u>Increase</u>	<u>Decrease</u>
520 Municipal Court			
05203	Municipal Court Fringes	0	2,600
0520D	Municipal Court Full Time	0	1,500
0520E	Municipal Court Part Time	4,100	0
	MEMO TOTAL	<u>\$ 4,100</u>	<u>\$ 4,100</u>

Note: Funds Needed For PT Employees

530 Common Pleas Court			
05303	Common Pleas Fringes	838	5,500
05305	Common Pleas Court MS	0	466
0530D	Common Pleas Full Time	1,028	0
0530L	Common Pleas Law Library	4,100	0
	MEMO TOTAL	<u>\$ 5,966</u>	<u>\$ 5,966</u>

Note: To Cover Compensation Lines

700 Sheriff's Department			
07003	Sheriff-General Fringes	200	0
07004	Sheriff-General Admin CS	10,000	0
0700E	Sheriff-General Part Time	0	1,000
07103	Sheriff-Corrections Fringes	1,500	4,000
07104	Sheriff-Corrections CS	6,800	0
07105	Sheriff-Corrections MS	200	0
07203	Sheriff-Detectives Fringes	300	0
0720D	Sheriff-Detectives Full Time	0	2,000
0720E	Sheriff-Detectives Part Time	0	1,000
07303	Sheriff-Road Deputies Fringes	0	3,000
0730D	Sheriff-Road Deputies Full Time	0	4,000
0730M	Sheriff-Road Deputies Overtime	0	2,000
0740D	Sheriff-Dispatch Full Time	0	2,000
	MEMO TOTAL	<u>\$ 19,000</u>	<u>\$ 19,000</u>

Note: Year End Projected Need

	TOTAL MEMO BALANCE ALL AMENDMENTS	<u>\$ 52,418</u>	<u>\$ 52,418</u>
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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. 09-1109

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

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

RESOLVED, that it has become necessary to amend the Non General Fund 2009 Annual Appropriation in the amounts and for the purposes set forth in the enumeration shown below,

		<i>Increase</i>	<i>Decrease</i>
		<hr/>	<hr/>
Fund: 1102	Marine Patrol Grant		
	700 Sheriff's Department		
11023	Sheriff-Marine Patrol Fringes	200	0
11024	Sheriff-Marine Patrol CS	400	500
11025	Sheriff-Marine Patrol MS	0	800
1102D	Sherif-Marine Patrol Full Time	700	0
	MEMO TOTAL	<hr/> \$ 1,300 <hr/>	<hr/> \$ 1,300 <hr/>

Note: Year end transfers

TOTAL MEMO BALANCE FOR ALL FUNDS	<hr/> \$ 1,300 <hr/>	<hr/> \$ 1,300 <hr/>
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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. 09-1110 - RE: CASH ADVANCE REPAYMENT- FROM FUND 1017, MEDIATION & DISPUTE GRANT DMST TO FUND 0001, GENERAL FUND

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

WHEREAS, on March 27, 2007, the Board of Commissioners adopted Resolution No. 07-0297, approving a cash advance in the amount of \$ 38,110.00 for cash flow purposes until the grant was closed, and

WHEREAS, the Supreme Court Mediation Grant Program has been completed and will no longer be funded; therefore be it

RESOLVED, that the following cash advance repayment be made in the amount of \$ 38,110.00:

FROM:

FUND 1017, MEDIATION & DISPUTE GRANT DMST

ORGCODE - 10175509

Debit Expense Account

Object Code -921000 – Advance-out Returns \$ 38,110.00

TO:

FUND 0001, GENERAL FUND

ORGCODE- 00100002

Credit Revenue Account

Revenue Source - 291000 – Advance-in Repayment \$ 38,110.00

and be it further

RESOLVED, that the County Auditor is hereby requested to make said cash advance repayment by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, the Domestic Relations Court 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. 09-1111 - RE: CASH ADVANCE REPAYMENT- FROM FUND 1148, KIDS IN TREATMENT TO FUND 0001, GENERAL FUND

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

- WHEREAS,** on April 2, 2002, the Board of Commissioners adopted Resolution No. 02-0349, approving a cash advance in the amount of \$ 26,125.00 until grant revenues were received, and
- WHEREAS,** on February 25, 2003, the Board of Commissioners adopted Resolution No. 03-0148 Amending Resolution No. 02-0349 adopted on April 2, 2002, to change the repayment date to the end of the grant program, and
- WHEREAS,** the Kids in Treatment Grant has ended; now therefore be it
- RESOLVED,** that the following cash advance repayment be made in the amount of \$ 26,125.00

FROM:
FUND 1148, KIDS IN TREATMENT
ORGCODE - 11485709
Debit Expense Account
Object Code -921000 – Advance-out Returns \$ 26,125.00

TO:
FUND 0001, GENERAL FUND
ORGCODE- 00100002
Credit Revenue Account
Revenue Source -291000 – Advance-in Repayment \$ 26,125.00

and be it further

- RESOLVED,** that the County Auditor is hereby requested to make said cash advance repayment by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, Juvenile Court Administrator 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. 09-1112 - RE: CASH ADVANCE REPAYMENT- FROM FUND 1460, ENFORCEMENT PROTECTION ORDERS TO FUND 0001, GENERAL FUND

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

WHEREAS, on December 23, 2008, the Board of Commissioners adopted Resolution No. 08-1225, approving a cash advance in the amount of \$ 28,400.00 until grant revenues were received, and

WHEREAS, Fund 1460 has received grant revenue; now therefore be it

RESOLVED, that the following cash advance repayment be made in the amount of \$ 28,400.00

FROM:

FUND 1460, ENFORCEMENT PROTECTION ORDERS

ORGCODE - 14600109

Debit Expense Account

Object Code -921000 – Advance-out Returns \$ 28,400.00

TO:

FUND 0001, GENERAL FUND

ORGCODE- 00100002

Credit Revenue Account

Revenue Source -291000 – Advance-in Repayment \$ 28,400.00

and be it further

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

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

Roll call vote as follows:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-1113

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RE:

CLOSING OF FUND 4000, COUNTY BUILDINGS CONSTRUCTION

Job & Family Services and The Bair Foundation with its principal place of business located at 275 Martinel Drive, Kent, OH 44240, for the period November 1, 2009 through October 31, 2010; and be it further

RESOLVED, that the total amount of this Agreement is not to exceed One hundred twenty-six thousand five hundred twelve and 00/100 dollars (\$126,512.00); 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. 09-1115

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RE:

ENTER INTO AMENDMENT NO. 6 BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND FAMILY & COMMUNITY SERVICES, INC. TO PROVIDE SERVICE COORDINATION FOR THE HELP ME GROW PROGRAM.

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. 20070395 (the "Original Contract") on October 4, 2007 by Resolution No. 07-0993 to provide service coordination for the Help Me Grow program; and

WHEREAS, an Amendment No. 1 was entered into on November 6, 2007 through Resolution No. 07-1070; and

WHEREAS, an Amendment No. 2 was entered into on July 10, 2008 through Resolution No. 08-0550; and

WHEREAS, an Amendment No. 3 was entered into on September 23, 2008 through Resolution No. 08-0851; and

WHEREAS, an Amendment No. 4 was entered into on April 2, 2009 through Resolution No. 09-0238; and

WHEREAS, an Amendment No. 5 was entered into on August 27, 2009 through Resolution No. 09-0749; and

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

Voice vote as follows:

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

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RESOLUTION No. 09-1120 - RE: ESTABLISH COBRA RATES FOR PORTAGE COUNTY HEALTH BENEFIT PLAN EFFECTIVE JANUARY 1, 2010.

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

RESOLVED, that the Board of Portage County Commissioners does hereby accept the revised COBRA rates to be effective January 1, 2010 for the Portage County Health Benefit Plan as calculated by Medical Mutual of Ohio as follows:

<u>PPO A</u>	<u>FROM</u>	<u>TO</u>
Single Rate:	\$ 413.73	\$ 434.02
Family Rate:	\$ 1,068.45	\$ 1,120.96
<u>PPO B</u>		
Single Rate:	\$ 375.70	\$ 395.99
Family Rate:	\$ 972.40	\$ 1,024.91
<u>HMO Health Ohio</u>		
Single Rate:	\$ 413.73	\$ 434.02
Family Rate:	\$1,068.45	\$1,120.96
<u>Dental</u>		
Employee Only Rate:	\$ 24.53	\$ 27.36
Employee & Spouse Rate:	\$ 46.56	\$ 51.96
Employee & Child(ren)	\$ 59.45	\$ 66.32
Family	\$ 96.86	\$ 108.05

And be it further,

RESOLVED, that the Board of Portage County Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were

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

Voice Vote as Follows:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTIONS

December 3, 2009

1. Approval of Meeting Minutes from the December 3, 2009 regular Board Meeting as presented.
2. Approve the Bills as presented by the County Auditor and reviewed by the Internal Auditor./09-1102
3. Approve the wire transfer as presented by the County Auditor./09-1103
4. Approve the Journal Vouchers as presented by the County Auditor./09-1104
5. Approve Then & Now as presented by the County Auditor./09-1105
6. Approval of Robinson Memorial Hospital Board of Trustees bidding procedure and purchasing policies for Calendar Year 2010./09-1106
7. Declare Jones-Stuckey Ltd., Inc. most qualified firm as a result of review and analysis of qualifications and enter into negotiations for professional services for the project known as the Portage County Fracture Critical Bridge Load Rating Project (County Engineer)./09-1107
8. Department of Budget and Financial Management presents 6 resolutions for Board consideration

RESOLUTIONS

- A. General Fund Amendments to the Annual Appropriation Resolution:/09-1108
 - a. Commissioners, Transfer – For Building Security PT Lines, To Correct Resolution #09-1094, and To Cover Unemployment
 - b. Commissioners Other, Transfer – To Correct Resolution 09-1094
 - c. Building Security, Transfer – For Projected Need
 - d. Municipal Court, Transfer – Funds Needed For PT Employees
 - e. Common Pleas Court, Transfer – To Cover Compensation Lines
 - f. Sheriff's Department, Transfer – Year End Projected Need
- B. Other Funds Amendments to the Annual Appropriation Resolution:/09-1109
 - a. Fund 1102, Marine Patrol Grant – Transfer, Year End Transfers
- C. Cash Advance Repayment – From Fund 1017, Mediation & Dispute Grant DMST To Fund 0001, General Fund/09-1110
- D. Cash Advance Repayment – From Fund 1148, Kids in Treatment to Fund 0001, General Fund/09-1111
- E. Cash Advance Repayment – From Fund 1460, Enforcement Protection Orders to Fund 0001, General Fund/09-1112

F. Close Fund 4000, County Buildings Construction/09-1113

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INVITATIONS/MEETING NOTICES

December 3, 2009

1. Invitation from DLZ for the Monday Night Football celebration at the 2009 CCAO/CEAO Annual Winter Conference in Columbus on Monday, December 7, 2009, Hyatt Regency, 7:30-11:00 PM.
2. Invitation to the Court of Honor for Eagle Scout Wesley York on Saturday, December 5, 2009, 4:00 PM, at the Suffield Town Hall, reception to follow.

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INCOMING CORRESPONDENCE

DISCUSSION

December 3, 2009

1. November 24, 2009 correspondence from David Shea, Community Action Council, regarding a Poinsettia Sale Fund Raiser/Information only.
2. November 20, 2009 correspondence from Robert Rasnick, Suffield Township Fire Department, withdrawing the joint venture proposal for County wide communications system/Information only.

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JOURNAL ENTRIES

December 3, 2009

1. The Board of Commissioners received the Weekly Report of Kennel population for the week ending November 30, 2009 as presented by Dave McIntyre, Dog Warden. The Board of Commissioners acknowledged the receipt of \$400.00 in Court Donations and \$1788.00 in License Sales.
2. Board of Commissioners' authorization requested to pay the November 23, 2009 Annual Discharge Fee Invoice for the Ohio Environmental Protection Agency NPDES Permit No. 3GQ00041*BG for \$3,595.00, as presented by the Ohio EPA/Hold to determine if the County Engineer will pay this invoice using Storm Water funds.
3. The Grants Administrator presents the following items for Board consideration:
 1. Neighborhood Development Services payment authorization
 2. Regional Planning Commission payment authorization FY08 Formula Grant
 3. Payment requisition for the NSP Grant
 4. Correspondence to the Ohio Department of Development for Housing Dollars/Not necessary at this time.

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REFERRED

December 3, 2009

1. November 20, 2009 memo from Michael Hiler, Ohio Department of Development, regarding the Office of Housing and Community Partnerships Notices. Referred to Grants Administrator.
2. November 16, 2009 correspondence from Dianne Kuntzman, Troop 267, regarding a letter of Commendation for Eagle Scout Wesley York. Referred to Executive Assistant.
3. November 23, 2009 correspondence from Michael Hiler, Ohio Department of Development, in response to the Board's November 9, 2009 opposition letter regarding Policy Notice 09-03. Referred to Grants Administrator and Department of Budget and Financial Management.
4. November 19, 2009 correspondence from Dwight Dean, US Department of Commerce, US Census Bureau, regarding the opening of 13 new Local Census Offices across Ohio. Referred to Regional Planning Commission.
5. November 30, 2009 e-mail from Neighborhood Development Services, including the Ohio Housing and Community Partnership policy changes as requested by the Board of Commissioners. Referred to Grants Administrator.
6. November 28, 2009 correspondence from Rudy Zimmerman, regarding the Townhall II Medical Clinic. Referred to the Executive Assistant.

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PLEASE ADD TO THE AGENDA

December 3, 2009

1. December 2, 2009 e-mail from Mickey Marozzi, County Engineer, regarding the revised annexation petition from Nelson Township to Garrettsville Village/The Board of Commissioners agreed that the December 10th Public Hearing should move forward.

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INFORMATION ONLY

December 3, 2009

1. November 27, 2009 correspondence from Christine Rothermel, declining the Board's request for review.
2. November 30, 2009 e-mail from William Ulik, Economic Development, including The Tannery Portfolio.

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Journal Entry

December 3, 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 30, 2009, as presented by Dog Warden Dave McIntyre. The Board of Commissioners also acknowledged the receipt of \$400.00 in Court Donations and \$1788.00 in License Sales.

2. The Board of Commissioners authorized Commissioner Keiper to sign the 2010-2011 County Risk Sharing Authority (CORSA) Renewal Application, as presented by Human Resources Department Director Karen U'Halie.
3. The Board of Commissioners authorized Commissioner Keiper and Commissioner Frederick to sign the State of Ohio Office of Housing and Community Partnerships Request for Payment and Status of Funds Report (CHIP Form DS5), Draw No. 431 for Grant No. B-C-08-062-2, Private Rehabilitation and B-C-08-062-1, General Administration for a total of \$54,300.00, as presented by the Neighborhood Development Services. Documents reviewed by the Grants Administrator with no exceptions noted.
4. The Board of Commissioners signed the purchase requisition for the Record Publishing Company for advertising of the Request for Qualifications for \$168.00, as presented by the Regional Planning Commission. The B-Z-08-062-1 Neighborhood Stabilization Grant Activity #03 General Administration is funding this expense. Documents reviewed by the Grants Administrator with no exceptions noted.
5. The Board of Commissioners signed the payment authorization form for Schalmo Builders Inc. of Canal Fulton, Ohio for the rehabilitation project at the Coleman Professional apartment building located at 463 & 465 South Chestnut Street, Ravenna, for \$3,779.00, as presented by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #04 Rental Rehab is funding this expense. Documents reviewed by the Grants Administrator with no exceptions noted.
6. The Board of Commissioners signed the Personnel Action form acknowledging the voluntary resignation of Lisa Neiss as a Fiscal/Eligibility Specialist for the Portage County Department of Job and Family Services effective January 8, 2010 as presented by the Human Resources Department Director Karen U'Halie and approved by the Department of Job and Family Services Director Anita Herington.

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 **December 3, 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 **11:20 AM**. All in favor, motion carries.

Charles W. Keiper II, President

Maureen T. Frederick, Vice President

Christopher Smeiles, Board Member

Deborah Mazanec, Clerk

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