

Tuesday, December 15, 2009

The Board of County Commissioners met in regular session on **Tuesday, December 15, 2009 at 9:31 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 Charles W. Keiper II to approve the meeting minutes of the December 10, 2009 meeting. All in favor, motion carries

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

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During the public comment period, Carol Foster and Ray Vehovec attending regarding stormwater fees.

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THE WOODLANDS AT ROBINSON

Present: Gary Mitrisin, Mike Coury, Karen U'Halie, Bob Nedrich

The Board discussed the Omnicare Pharmacy temporary contacts (2). The bids are to open December 29th. Mike Coury indicated there's a question on billing costs. The Board suggested getting together with Omnicare, compare numbers and return to the Board.

The Board discussed the handout regarding the financial situation at The Woodlands. Audrey to prepare analysis and bring back to the Board. The Board agreed to address the cash flow at the beginning of the year but for now the main concern are bills due this year.

10:04 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Maureen T. Frederick**, seconded by **Christopher Smeiles** that the Board of Commissioners move into executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or to consider the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee, official, licensee, or regulated individual requests a public hearing. **Also present:** Gary Mitrisin, Mike Coury, Karen U'Halie, Bob Nedrich, and Audrey Tillis. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

10:35 AM Upon conclusion of the above referenced discussion, it was moved by **Maureen T. Frederick**, seconded by **Christopher Smeiles** 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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PROSECUTOR

Present: Denise Smith

Review of Prosecutor's Pending List

- #1: Legal Opinion regarding use of County Health Benefits reserve – Prosecutor Vigluicci reviewing and once completed send report to Tax Commissioner.
- #2: Conflict to hire companies or individuals who they appoint to Boards/Commissions – Denise to provide a copy for the Board.

Prosecutor’s Correspondence

- 1. December 11, 2009 e-mail from Denise Smith, including two (2) short term draft contracts (December 2009 & January 2010). Does the Board authorize Denise Smith to e-mail the draft contracts to Rolf Schrader of Omnicare for review? Board of Commissioners authorized Prosecutor to send.
- 2. December 8, 2009 correspondence from Laurette Yaeger, regarding voluntary dismissal for SA Comunale Co., vs. Portage County Senior Center.

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DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: Audrey Tillis

RESOLUTIONS

- 1. General Fund Amendments to the Annual Appropriation Resolution: /09-1142
 - a. Building Security, Transfer – Year End Projected Need
 - b. Building Maintenance, Transfer – For Employee Payout
 - c. Human Resources, Transfer – Projected Need
 - d. Auditor, Supplemental – Projected Need
 - e. Treasurer, Transfer – Projected Need
 - f. Prosecutor, Transfer – Year End Shortage
 - g. Clerk of Courts, Transfer – Projected Need
 - h. Probate Court, Transfer – Projected Need
 - i. Juvenile Court, Transfer - Cover Negative Balances
 - j. Adult Probation, Transfer – Projected Need
 - k. Sheriff’s Department, Transfer – For Year End Deficits
 - l. Budget Commission, Supplemental – Projected Need
 - m. Data Processing Board, Supplemental - Projected Need
 - n. Public Defender, Transfer – Projected Need

- 2. Other Funds Amendments to the Annual Appropriation Resolution:/09-1143
 - a. Fund 1003, Real Estate Assessment – Supplemental, Projected Need
 - b. Fund 1010, Computerization Clerk Muni Court – Transfer, Projected Need
 - c. Fund 1105, Traffic Enforcement Program – Supplemental, Reduce per Actual Expense
 - d. Fund 1121, Probation Services – Transfer, Projected Need
 - e. Fund 1122, Adult Probation – Transfer, Projected Need
 - f. Fund 1160, Hazmat Operation – Transfer, For Year End
 - g. Fund 1201, Motor Vehicle and Gas Tax – Supplemental, Projected Need
 - h. Fund 1251, CDBG County Formula – Supplemental, Projected Need

- i. Fund 1272, RLF Section 17 – Transfer, Final Administration Billing
 - j. Fund 1330, Dog and Kennel – Transfer, Projected Need
 - k. Fund 1340, PCBDD General Administration – Transfer, Projected Need
 - l. Fund 1410, Job and Family Services – Transfer, Projected Need
 - m. Fund 1412, JFS Help Me Grow Allocation – Transfer, Projected Need
 - n. Fund 1470, Area Agency on Aging – Supplemental, Adjust to Actual
 - o. Fund 1480, Violence Against Women – Transfer, To Cover Shortage
 - p. Fund 4006, Veterans Memorial – Supplemental, Partial Repayment
 - q. Fund 5100, Nursing Home General Administration – Transfer, Projected Need
 - r. Fund 5200, PCS General Administration – Transfer, Projected Need
 - s. Fund 5400, PCW General Administration – Transfer, Projected Need
 - t. Fund 5600, StS General Administration – Transfer, Projected Need
 - u. Fund 7000, Central Services (Purchasing) – Supplemental, For An Additional Payment, and Projected Need
3. Cash Advance from Fund 5200, PCS General Administration to Fund 5315, PCS O & M Equipment Garage/09-1144
 4. Cash Advance Repayment from Fund 1330, Dog & Kennel to Fund 0001, General Fund/09-1145
 5. Cash Advance Repayment from Fund 7000, Central Purchasing to Fund 0001, General Fund/09-1146
 6. Partial Cash Advance Repayment from Fund 4006, Veterans Memorial to Fund 0001, General Fund/09-1147
 7. Rescind Resolution No. 09-0072 – Transfer from Fund 0001, General Fund to Fund 4002, Multi Purpose CBu ACQ & Rehab/09-1148

OTHER

8. Journal entry approval(s):
 - a. Processing Reimbursement from the Area Agency on Aging Grant to the General Fund/Journal Entry
9. Discussion Item:
 - a. Cost Allocation Review - HOLD

UPDATES

10. Compensation Report by Payroll Location – (DBFM will hand out at meeting)
11. BOC Pending Requests
 - a. Park District Loan – Payment of \$150,000 Due 12/31/2009 (In Process)
 - b. MRDD Indirect Costs – (Waiting to Hear Back From Dr. Macke)
 - c. FY 2010 Budget Update
 - d. Freedom Secondary Rail Line – Ravenna (NDS to Meet with Ravenna)
 - e. Audit Costs Billings
 - i. Water Resources –(Sent Email, Followed up With Call – In Process)
 - f. Closing Fund 4003 – County Engineers Building (Gave Resolution to Internal Services)
 - g. On Hold
 - i. Nursing Home Cash Advance – Resolutions for BOC (On Hold)
 - ii. 911 Fund Creation (On hold per Jon Barber)

- iii. Water Resources Sheriff Training Facility Billing (MOU sent to Internal Services- waiting on signatures)
- iv. Indirect Costs – Motor Vehicle & Gas Tax (In Appeals Court)

Director Tillis presents the FY 201 Budget Development Balancing Sheet as requested by the Board of Commissioners.

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WATER RESOURCES

Present: Harold Huff

1. RESOLUTION - Updating Section 12 of Rate Resolution 09-0720, adopted August 4, 2009 for the Portage County Regional Sewer District./09-1149
2. RESOLUTION - Updating Section 10 of Rate Resolution 08-1232, adopted December 23, 2008 for the Streetsboro Sanitary Sewer District./09-1150
3. RESOLUTION - Determining to proceed with the construction of Project No. CH-1 (08-090), West Branch Mobile Home Park WWTP Improvements, in the Portage County Regional Sewer District, Charlestown Township./09-1151
4. JOURNAL ENTRY - Approve transfer of trunk credits to G2 Professional Services LLC, Project No. 05-120./Journal Entry
5. JOURNAL ENTRY - Approval for Burgess and Niple to perform Value Engineering Study for Streetsboro Study for Streetsboro Biosolids Reduction Facility, Project No. ST-4 (08-100)./Journal Entry
6. JOURNAL ENTRY - Approval to accept Professional Service Industries Inc. proposal for soil borings for Aurora Meadows Subdivision Sanitary Improvements Project, M-1 (06-190)./Journal Entry

Add On:

7. RESOLUTION – Approving a request for installment payments of connection charges for connection to the water system in the Portage County Regional Sewer District and establishing the terms and conditions of same./09-1152
8. JOURNAL ENTRY: In compliance with the Federal Trade Commission Red Flag Rules and Requirements, the Board of Commissioners received the Annual Report on the Portage County Water Resources Department policies and procedures in addressing the risk of identity theft for 2009 as presented by Director Harold Huff, Water Resources Department. (Commissioners’ Resolution No. 09-0331, April 14, 2009).

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RESOLUTION No. 09-1139 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

RESOLUTION No. 09-1142

RE: AMENDMENT TO THE GENERAL FUND 2009 ANNUAL
APPROPRIATION RESOLUTION NO. 08-1181 ADOPTED
DECEMBER 11, 2008

It was moved by Maureen T. Frederick, second by Christopher Smeiles 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		
	015 Building Security		
00155	Building Security MS	0	1,181
0015E	Building Security Part Time	1,181	0
	MEMO TOTAL	<u><u>\$ 1,181</u></u>	<u><u>\$ 1,181</u></u>

Note: Year End Projected Need

	016 Building Maintenance		
0016E	Justice Center Maint Part Time	0	1,552
0016M	Justice Center Maint Overtime	0	565
0016O	Building Maintenance Pay-off/R	2,117	0
	MEMO TOTAL	<u><u>\$ 2,117</u></u>	<u><u>\$ 2,117</u></u>

Note: For Employee Payout

	018 Human Resources		
00183	Human Resources Fringes	24	253
00184	Human Resources CS	0	85
0018D	Human Resources Full Time	314	0
	MEMO TOTAL	<u><u>\$ 338</u></u>	<u><u>\$ 338</u></u>

Note: Projected Need

		<u>Increase</u>	<u>Decrease</u>
100 Auditor			
01104	Auditor Financial Managmt CS	0	2,144
01124	Auditor Real Property CS	0	1,000
01125	Auditor Real Property MS	0	2,000
0112D	Auditor Real Propert Full Time	1	0
01155	Auditor Weights & Measures MS	0	1,000
	MEMO TOTAL	<u><u>\$ 1</u></u>	<u><u>\$ 6,144</u></u>

Note: Projected Need

200 Treasurer			
02003	Treasurer Fringes	210	0
02004	Treasurer CS	0	200
02005	Treasurer MS	200	0
0200D	Treasurer Full Time	40	0
0200M	Treasurer Overtime	0	250
	MEMO TOTAL	<u><u>\$ 450</u></u>	<u><u>\$ 450</u></u>

Note: Projected need

300 Prosecutor			
03005	Prosecutor General Admin MS	5,000	0
0300D	Prosecutor General Full Time	0	5,000
	MEMO TOTAL	<u><u>\$ 5,000</u></u>	<u><u>\$ 5,000</u></u>

Note: Year End Shortage

500 Clerk of Courts			
05005	Clerk Common Pleas Ct MS	0	125
05025	Clerk-Civil/Criminal MS	125	0
0502E	Clerk-Civil/Criminal Part Time	180	0
0502M	Clerk-Civil/Criminal Overtime	0	180
	MEMO TOTAL	<u><u>\$ 305</u></u>	<u><u>\$ 305</u></u>

Note: Projected Need

		<u>Increase</u>	<u>Decrease</u>
560 Probate Court			
05604	Probate Court CS	0	775
05605	Probate Court MS	775	0
	MEMO TOTAL	<u><u>\$ 775</u></u>	<u><u>\$ 775</u></u>

Note: Projected Need

570 Juvenile Court			
05704	Juvenile Court CS	0	2,500
05705	Juvenile Court MS	2,500	0
	MEMO TOTAL	<u><u>\$ 2,500</u></u>	<u><u>\$ 2,500</u></u>

Note: To Cover the Negative Balance

590 Adult Probation			
05955	Adult Prob - Com Pleas MS	132	0
05956	Adult Prob - Common Pleas CO	0	132
	MEMO TOTAL	<u><u>\$ 132</u></u>	<u><u>\$ 132</u></u>

Note: Projected Need

	<i>Increase</i>	<i>Decrease</i>
700 Sheriff's Department		
07003 Sheriff-General Fringes	0	500
07004 Sheriff-General Admin CS	28,000	0
07005 Sheriff-General Admin MS	3,000	0
0700D Sheriff-General Full Time	0	1,000
07103 Sheriff-Corrections Fringes	500	2,000
07104 Sheriff-Corrections CS	0	11,000
07105 Sheriff-Corrections MS	0	11,000
0710D Sheriff-Corrections Full Time	9,000	0
0710E Sheriff-Corrections Part Time	0	3,000
0710M Sheriff-Corrections Overtime	2,000	0
07203 Sheriff-Detectives Fringes	500	500
0720D Sheriff-Detectives Full Time	0	1,500
0720E Sheriff-Detectives Part Time	0	500
0720M Sheriff-Detectives Overtime	0	500
07303 Sheriff-Road Deputies Fringes	0	2,800
0730D Sheriff-Road Deputies Full Time	0	4,500
0730M Sheriff-Road Deputies Overtime	0	2,500
07403 Sheriff-Dispatch Fringes	300	0
0740E Sheriff-Dispatch Part Time	0	1,000
0740M Sheriff-Dispatch Overtime	0	1,000
MEMO TOTAL	\$ 43,300	\$ 43,300

Note: For Year End Deficits

913 Budget Commission		
09133 Budget Commission Fringes	15	0
09134 Budget Commission CS	0	1,118
MEMO TOTAL	\$ 15	\$ 1,118

Note: For Projected Need

		<u>Increase</u>	<u>Decrease</u>
915 Data Processing Board			
09153	Data Processing Bd Fringes	257	0
09154	Data Processing Bd CS	2,685	45
09155	Data Processing Bd MS	0	845
0915D	Data Processing Bd Full Time	6,722	0
0915M	Data Processing Bd Overtime	0	1,528
MEMO TOTAL		<u><u>\$ 9,664</u></u>	<u><u>\$ 2,418</u></u>

Note: Projected Need

920 Public Defender Commission			
09203	Public Defender Fringes	425	0
09204	Public Defender CS	0	485
0920D	Public Defender Full Time	60	0
MEMO TOTAL		<u><u>\$ 485</u></u>	<u><u>\$ 485</u></u>

Note: Projected Need

TOTAL MEMO BALANCE ALL AMENDMENTS	<u><u>\$ 66,263</u></u>	<u><u>\$ 66,263</u></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- 1143

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

It was moved by Maureen T. Frederick, second by Christopher Smeiles 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>
Fund: 1003 Real Estate Assessment		
100 Auditor		
10033 Real Estate Assessment Fringes	3,784	0
MEMO TOTAL	<u><u>\$ 3,784</u></u>	<u><u>\$ -</u></u>

Note: Projected Need

912 Board of Revision		
10033 Real Estate Assessment Fringes	19	0
1003E Real Estate Assesme Part Time	0	3,907
MEMO TOTAL	<u><u>\$ 19</u></u>	<u><u>\$ 3,907</u></u>

Note: Projected Need

915 Data Processing Board		
10033 Real Estate Assessment Fringes	104	0
MEMO TOTAL	<u><u>\$ 104</u></u>	<u><u>\$ -</u></u>

Note: Projected Need

Fund: 1010 Computerization Clerk Muni Ct		
500 Clerk of Courts		
1010D Comp-Clerk of Courts Full Time	185	0
1010M Comp-Clerk of Courts Overtime	0	185
MEMO TOTAL	<u><u>\$ 185</u></u>	<u><u>\$ 185</u></u>

Note: Projected Need

	<i>Increase</i>	<i>Decrease</i>
Fund: 1105 Traffic Enforcement Program		
700 Sheriff's Department		
11053 Traffic Enforcemt Prog Fringes	0	1,344
1105M Traffic Enforcemt Prog Overtim	0	6,083
MEMO TOTAL	<u><u>\$ -</u></u>	<u><u>\$ 7,427</u></u>

Note: Reduce Per Actual Expense

Fund: 1121 Probation Services		
590 Adult Probation		
1121D Adult Probation Serv Full Time	37,463	0
1121E Adult Probation Serv Part Time	0	37,463
MEMO TOTAL	<u><u>\$ 37,463</u></u>	<u><u>\$ 37,463</u></u>

Note: Projected Need

Fund: 1122 Adult Probation		
590 Adult Probation		
11223 Adult Probation Fringes	341	2,738
1122D Adult Probation Full Time	2,397	0
MEMO TOTAL	<u><u>\$ 2,738</u></u>	<u><u>\$ 2,738</u></u>

Note: Projected Need

Fund: 1160 Hazmat Operations		
930 Emergency Management Agency		
11604 Hazmat Operation CS	0	2,500
11605 Hazmat Operation MS	2,500	0
MEMO TOTAL	<u><u>\$ 2,500</u></u>	<u><u>\$ 2,500</u></u>

Note: For Year End Expenses

Fund: 1201 Motor Vehicle And Gas Tax		
800 Engineer's Department		
1201D Motor Vehicle/Gas Tx Full Time	700	0
MEMO TOTAL	<u><u>\$ 700</u></u>	<u><u>\$ -</u></u>

Note: Projected Need

	<u>Increase</u>	<u>Decrease</u>
Fund: 1251 CDBG County Formula		
081 Community Development		
12514 CDBG Conty Formula CS	3,200	0
MEMO TOTAL	<u><u>\$ 3,200</u></u>	<u><u>\$ -</u></u>

Note: Projected Need

Fund: 1272 RLF Section 17		
001 Commissioners		
12724 RLF Section 17 CS	2,375	0
12728 RLF Section 17 DE	0	2,375
MEMO TOTAL	<u><u>\$ 2,375</u></u>	<u><u>\$ 2,375</u></u>

Note: Final Admin Billing

Fund: 1330 Dog And Kennel		
045 Dog And Kennel		
1330E Dog Kennel - Warden Part Time	500	0
1330M Dog Kennel - Warden Overtime	0	500
MEMO TOTAL	<u><u>\$ 500</u></u>	<u><u>\$ 500</u></u>

Note: Projected Need

100 Auditor		
93304 Dog Kennel - Auditor CS	1,143	43
MEMO TOTAL	<u><u>\$ 1,143</u></u>	<u><u>\$ 43</u></u>

Note: Projected Need

Fund: 1340 PCBDD General Administration		
905 Mental Ret & Dev Disability Bd		
1340D MRDD General Admin Full Time	0	20,000
1340E MRDD General Admin Part Time	16,000	0
1340I MRDD General Admin Substitute	4,000	0
MEMO TOTAL	<u><u>\$ 20,000</u></u>	<u><u>\$ 20,000</u></u>

Note: Projected Need

		<i>Increase</i>	<i>Decrease</i>
Fund: 1410	Job And Family Services		
	051 Job And Family Services		
14103	Job & Family Services Fringes	2,500	0
14104	Job & Family Services CS	26,458	0
14105	Job & Family Services MS	0	41,958
14106	Job & Family Services CO	0	2,000
1410D	Job & Family Service Full Time	10,000	0
1410M	Job & Family Service Overtime	5,000	0
	MEMO TOTAL	\$ 43,958	\$ 43,958

Note: Projected need

Fund: 1412	JFS Help Me Grow Allocation		
	051 Job And Family Services		
14123	JFS Help Me Grow Fringes	19	0
1412E	JFS Help Me Grow Part Time	0	19
	MEMO TOTAL	\$ 19	\$ 19

Note: Projected need

Fund: 1470	Area Agency On Aging		
	055 Senior Center		
14707	Area Agency On Aging OE	0	2
	MEMO TOTAL	\$ -	\$ 2

Note: Adjust to Actual

Fund: 1480	Violence Against Women		
	300 Prosecutor		
14803	Violence Against Women Fringes	2,050	0
14804	Violence Against Women CS	0	2,050
	MEMO TOTAL	\$ 2,050	\$ 2,050

Note: Cover shortage

		<i>Increase</i>	<i>Decrease</i>
Fund: 4006	Veterans Memorial		
	001 Commissioners		
40064	Veterans Memorial CS	0	5,000
40069	Veterans Memorial ME	25,000	0
	MEMO TOTAL	<u><u>\$ 25,000</u></u>	<u><u>\$ 5,000</u></u>

Note: Partial Repayment

Fund: 5100	Nursing Home General Administr		
	054 Nursing Home		
51003	Nursing Home Gen Fringes	5,500	5,500
51004	Nursing Home General CS	100,000	0
51009	Nursing Home General ME	0	100,000
5100D	Nursing Home Gen Full Time	4,500	0
5100E	Nursing Home Gen Part Time	0	6,500
5100M	Nursing Home Gen Overtime	2,000	0
	MEMO TOTAL	<u><u>\$ 112,000</u></u>	<u><u>\$ 112,000</u></u>

Note: Projected Need

Fund: 5200	PCS General Administration		
	060 Water Resources		
52003	Portage County Sewer Fringes	3,050	0
52004	Portage County Sewer CS	13,470	0
52005	Portage County Sewer MS	8,200	0
52006	Portage County Sewer CO	1,805	0
52009	Portage County Sewer ME	0	26,525
	MEMO TOTAL	<u><u>\$ 26,525</u></u>	<u><u>\$ 26,525</u></u>

Note: Projected Need

		<i>Increase</i>	<i>Decrease</i>
Fund: 5400	PCW General Administration		
	060 Water Resources		
54004	Portage County Water CS	1,000	0
54005	Portage County Water MS	2,900	0
54006	Portage County Water CO	11,000	0
54009	Portage County Water ME	0	20,500
5400D	Portage County Water Full Time	5,500	0
5400M	Portage County Water Overtime	100	0
	MEMO TOTAL	\$ 20,500	\$ 20,500

Note: Projected Need

Fund: 5600	StS General Administration		
	060 Water Resources		
56003	Streetsboro Sewer Fringes	150	0
56004	Streetsboro Sewer CS	3,035	0
56005	Streetsboro Sewer MS	13,200	0
56006	Streetsboro Sewer CO	10,000	0
56009	Streetsboro Sewer ME	0	26,385
	MEMO TOTAL	\$ 26,385	\$ 26,385

Note: Projected Need

Fund: 7000	Central Services (Purchasing)		
	012 Central Purchasing Services		
70003	Central Services Purch Fringes	7,321	0
70009	Central Services Purchasing ME	25,000	0
	MEMO TOTAL	\$ 32,321	\$ -

Note: Additional Payment Projected Need

TOTAL MEMO BALANCE FOR ALL FUNDS	\$ 363,469	\$ 313,577
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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. 09-1144 - RE: CASH ADVANCE - FROM FUND 5200, PCS GENERAL ADMINISTRATION TO FUND 5315, PCS O & M EQUIPMENT GARAGE

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

WHEREAS, the Water Resources portion of the O & M Maintenance Equipment Garage Construction Project is estimated to cost \$ 1,686,642.00, and

WHEREAS, interim financing is needed to commence construction on the O & M Maintenance Equipment Garage Construction Project until permanent financing is received; now therefore be it

RESOLVED, that the following cash advance be authorized in the amount of \$1,413,831.00:

FROM:

FUND 5200, PCS GENERAL ADMINISTRATION,

ORGCODE - 520040P4

Project: 07143

Debit Expense Account

Object 920000 Advances Out \$ 1,413,831.00

TO:

FUND 5315, O & M Equipment Garage

ORGCODE - 53150602

Project: 07143

Credit Revenue Account

Revenue Source 290000 Advances In \$ 1,413,831.00

and be it further

RESOLVED, that the cash advance will be repaid when permanent financing is obtained, 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 Department of Budget and Financial Management and the Water Resources Department, 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. 09-1145

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RE: CASH ADVANCE REPAYMENT FROM FUND 1330, DOG & KENNEL TO FUND 0001, GENERAL FUND

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

WHEREAS, the Board of County Commissioners (the Board) approved Resolution No. 96-650 stating that the Dog and Kennel Fund shall repay the General Fund \$330,000.00 for funding the debt service costs related to the construction of the Dog and Kennel building, and

WHEREAS, according to Resolution No. 01-1019 a repayment schedule was approved by the Board of County Commissioners for the Dog and Kennel Fund (1330) to repay the \$330,000.00 with an interest rate of 5.25% and the last repayment year being 2016, and

WHEREAS, the repayment schedule was subsequently revised by Resolution Nos. 03-1066 and 05-0189, and

WHEREAS, the remaining balance owed by the Dog and Kennel, Fund 1330 at December 26, 2007 was \$274,401.34, and

WHEREAS, according to Resolution No. 07-1243 the Board reclassified the remaining debt as a cash advance and \$15,401.34 shall be repaid in FY 2008 and the remaining \$260,000.00 shall be repaid on or before December 31st each year starting in FY 2009 for the next thirteen (13) years in equal payments of \$20,000.00, and

WHEREAS, the initial payment stated in Resolution No. 07-1243 was amended and approved by Resolution No. 08-1229 to be \$14,401.34 (\$274,401.34 - \$260,000.00), and

WHEREAS, the remaining 13 payments were set for \$20,000.00 each year starting in FY 2009; now therefore be it

RESOLVED, that the FY 2009 cash advance scheduled repayment of \$20,000.00 (1st of 13) be authorized as follows:

FROM:

FUND 1330, DOG & KENNEL

ORGCODE - 13300459

Debit Expense Account

Object 921000 – Advance-Out Returns

\$ 20,000.00

TO:

FUND 0001, GENERAL FUND

ORGCODE- 00100002

Credit Revenue Account
Revenue Source 291000 – Advance-in- Repayment \$ 20,000.00

and be it further

RESOLVED, that the County Auditor is hereby requested to process said cash advance repayment by Journal Entry, and that a certified copy of this resolution be filed with the Portage County Dog Warden, the County Auditor and the Department of Budget and 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. 09-1146 - RE: CASH ADVANCE REPAYMENT- FROM FUND 7000, CENTRAL PURCHASING TO FUND 0001, GENERAL FUND

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

WHEREAS, according to Resolution No. 05-0974, adopted by the Board of County Commissioners on September 20, 2005, a \$175,000.00 cash advance repayment was due back on December 31, 2005 from Fund 7000, Central Purchasing to the General Fund, Fund 0001, and

WHEREAS, according to Journal Entry No. 9 approved by the Board of County Commissioners on December 22, 2005, \$25,000.00 was repaid in FY 2005 and the remaining \$150,000.00 shall be repaid on or before December 31st each year for the next six (6) years, and

WHEREAS, the cash balance in Fund 7000, Central Purchasing is sufficient to make an additional payment in FY 2009, now therefore be it

RESOLVED, that the fourth and fifth of the six cash advance repayments totaling \$50,000.00 be authorized as follows:

FROM:
FUND 7000 CENTRAL SERVICES (PURCHASING)
ORGCODE- 70000129
Debit Expense Account
Object 921000- Advances Out-Return \$ 50,000.00

RESOLVED,

by the Board of Commissioners of Portage County, Ohio:

Section 1. That this Board hereby ratifies and approves the plans, character and termini of the improvement and estimate of cost for the PROJECT, all of which are now on file with this Board.

Section 2. That it is hereby determined to proceed with the construction of the PROJECT as provided for in the aforesaid Resolution No. 09-1035, adopted on November 5, 2009 and in accordance with the plans and specifications, provided therefore.

Section 3. That the total cost of the PROJECT is estimated to be \$794,595.00, which will be funded by utilizing the Ohio Public Works Commission Funds of approximately \$59,988.00, the Ohio Water Pollution Control Loan Fund (American Recovery Reinvestment Act) of \$ 120,000.00 and the remaining costs of approximately \$614,607.00 shall be financed from the sale of notes in anticipation of the issuance of bonds. No part of such costs shall be specially assessed. Portage County Sanitary Sewer Rate Revenue and wastewater trunk connection fees will be utilized to pay for the debt service.

Section 4. That the Clerk of this Board is hereby directed to certify a copy of this Resolution to the County Auditor, the Department of Budget and Financial Management and the Portage County Water Resources Department within 15 days after its passage.

Section 5. That the County Auditor is requested to assign a construction fund number for the West Branch Mobile Home Park WWTP Improvements and forward such assignment to the Department of Budget and Financial Management for processing.

Section 6. 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 was as follows:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-1152

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RE: APPROVING A REQUEST FOR INSTALLMENT PAYMENTS OF CONNECTION CHARGES FOR CONNECTION TO THE WATER SYSTEM IN THE PORTAGE COUNTY REGIONAL SEWER DISTRICT AND ESTABLISHING THE TERMS AND CONDITIONS OF THE SAME.

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

WHEREAS, this Board by **Resolution No. 08-0055**, adopted January 15, 2008, has established connection charges for connection to the Portage County Water System providing water service to the City of Streetsboro and has provided therein that the applicant in order to purchase a permit for such connection may submit a written request to the Board requesting that such connection charges be paid in installments; and

WHEREAS, the following named applicant, being the owner of the property hereafter described, has requested in writing the option of paying the connection charges, applicable to the following described property in installment;

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

Applicant: Michael Slyker & Jody Byrne Slyker

Service Address: 2129 Frost Road
Streetsboro, Ohio 44241

Parcel Number: 35-018-00-00-012-000

Property Description: And known as being part of Streetsboro Township Lot No. 18 and further described as follows: Beginning at a point in the centerline of Frost Road and the South line of Lot 18 and being West 316.20 feet from an iron pipe at the Southeast corner of Lot 18; thence West 492.96 feet along the centerline of Frost Road and the South line of Lot 18; thence North 1 deg. 09' 32" West 1321.83 feet to the grantor's Northwest corner and passing over an iron pipe 30.33 feet from the road center; thence East 490.42 feet along the grantor's North line to an iron pipe; thence South 1 deg. 16' 08" East, 1321.88 feet to the beginning and passing over an iron pipe 30.01 feet from the road center. Containing 14.917 acres of land, be the same more or less, but subject to all legal highways.

Property being fully described in Volume 1167 page 315 of the Portage County Records of Deeds and Instrument Number 200614649 of the Portage County Official Records of Deeds.

WHEREAS, this Board, on the basis of all relevant facts and circumstances, hereby determines that the granting of such request would be equitable pursuant to the following terms and conditions that are determined to be fair and appropriate now therefore be it

RESOLVED, by the Board of County Commissioners, Portage County, Ohio
(COMMISSIONERS):

Section I. That determinations set forth in the second preamble of this resolution are hereby incorporated herein.

Section 2. That request of the above named applicant for the installment payment of the connection charges established pursuant to Resolution No. **08-0055**, adopted January 15, 2008, with respect to the property described in the preamble to this resolution is hereby approved subject to the following terms and conditions.

- A. The total amount of such connection charges is \$3,000.00.
- B. The connection charges shall be payable in 20 quarterly installments beginning with the first water billing after connection to the county water main, unless pursuant to Paragraph H of this section, if the applicant is delinquent twice in any calendar year on paying quarterly installments and carrying charge thereon, at which time the total unpaid balance of such connection charges shall be deemed an additional installment then due and owing in that quarter.
- C. A carrying charge shall be paid equal to 4.0 percent per annum on the unpaid balance of the total connection charges due and owing computed from the date of the payment of the preceding quarterly installment.
- D. The quarterly installment and the carrying charges thereon shall be included as a separate item on the quarterly bill for water service.
- E. In the event any installment or the carrying charge thereon are not paid within 15 days after the quarterly billing date, a penalty of 10 percent of the amount then due and owing shall be paid.
- F. The applicant, prior to the issuance of the permit, may be required by the Board of County Commissioners to give security, which may include the requirement of a surety Bond sufficient to assure the payment of all such installments.
- G. The applicant or his successor, in title to the property identified in the preamble (hereinafter referred to as "his successor"), at his option may, at any time, make payment of the unpaid balance of the connection charges and carrying charge provided for herein, provided that if such prepayment option is elected, the carrying charge provided for herein shall be computed and paid only to the date of payment of the unpaid balance.
- H. In the event the applicant or his successor is delinquent twice in any calendar year on paying quarterly installments and carrying charge thereon, the Board may by notice in writing to the applicant or his successor, declare the unpaid balance of the connection charge to be due and payable immediately as an additional installment then due and owing in that quarter and upon such declaration such installment shall become due and payable, provided that the applicant or his successor, may cure such default and acceleration of the additional installment by paying, within 15 days of such carrying charges thereon together with the penalty applicable thereto. Such written notice shall be given to the applicant or his successor, by registered or certified mail, postage prepaid at the address set forth in the following approval of terms and conditions. It shall be the obligation of the applicant or his successor to notify the County Sanitary Engineer of any difference of address to which such notice shall be sent. In the event

such default is not cured by such payment within the specified period, the installments which are delinquent, together with any unpaid carrying charges and penalty and the balance of the connection charges, all of which are due and payable by reason of such declaration, shall be certified by this Board to the County Auditor who shall place the same upon the real property tax list and duplicate against the property served by such connection and such charge shall be a lien on such property from the date the same are placed on the real property tax list and duplicate by the Auditor and shall be collected in the same manner as other taxes.

Section 3. The Sanitary Engineer, acting on behalf of the Board, is hereby authorized and directed to certify to the County Auditor such information as will identify the parcel of property to be served by the connection to be paid in installments pursuant to this resolution, the total amount of the connection charges to be paid in installments, the amount of each installment and the total number of installments to be paid. The County Auditor shall record such information in the sewer improvement record provided for in Section 6117.33, Revised Code, for the Sewer District and maintain such record until the connection charges are paid in full.

Section 4. The County Sanitary Engineer shall present a certified copy of this resolution to the applicant referred to herein. The applicant shall execute thereon an endorsement that the terms and conditions set forth in the resolution are satisfactory to the applicant and that the resolution and the terms and conditions thereof, constitute an agreement between the applicant and the County. Upon the execution by the applicant of the approval of such terms and conditions, the applicant can execute an affidavit pursuant to Section 5301.252, Revised Code, for recording pursuant to Section 317.08, Revised Code, with respect to the right of Portage County to acquire a lien against the above described property in the event of the failure of the applicant or his successor, to pay when due as provided herein. Such affidavit shall, among other things, identify the property to which such lien may attach and shall have attached to it a true and correct copy of this resolution, including the approval of the terms and conditions by the applicant and such County. Upon the receipt of the resolution with such endorsement executed by the applicant and the execution of such affidavit, the County Sanitary Engineer is authorized to issue to the applicant the permit provided for in Section 2 of Resolution No. **08-0055**.

Section 5. That the Clerk of this Board is hereby directed to file a certified copy of this resolution with the Auditor of this County for recording pursuant to Section 319.61, Ohio Revised Code. In the event the Board declares the unpaid balance to be due and payable pursuant to Subsection H of Section 2 and the default is not cured, a certified copy of the resolution providing for the acceleration of the unpaid balance shall so be certified to the County Auditor for recording pursuant to such section.

Section 6. 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 a meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Voice vote as follows:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-1153

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**RE: ACCEPT A GRANT AWARD FROM THE OFFICE OF
CRIMINAL JUSTICE SERVICES, JAG/ BYRNE PROGRAM,
ON BEHALF OF THE PORTAGE COUNTY SHERIFF'S
OFFICE FOR GRANT YEAR 2009.**

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

- WHEREAS,** the Ohio Office of Criminal Justice Services has been designated by the Governor to administer the Edward G. Byrne Memorial State and federal stimulus dollars under the American Recovery and Reinvestment Act, and
- WHEREAS,** the JAG/Byrne Program funds are designed as incentive money to support programs to improve the functioning of the criminal and juvenile justice systems, and
- WHEREAS,** the Portage County Board of Commissioners, adopted resolution number 09-0397 on April 30th 2009 authorizing the electronic application to the Ohio Office of Criminal Justice Services for the Portage County Sheriff's Office to apply for a grant award not to exceed \$202,500.00 with a local match of \$67,500.00 to purchase eight police cruisers and two sport utility vehicles to be used for road patrolling purposes; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners hereby accepts the grant award of \$202,500.00 for the Portage County Cruiser Replacement Program under the JAG/Edward G. Byrne Memorial State and Local Law Enforcement Assistance Formula Grant Program for the project period of July 31, 2009 to December 31, 2010, and be it further
- RESOLVED,** that the local match of \$67,500.00 will be provided by the Portage County General Revenue Fund for a project total of \$270,000.00 and be it further
- RESOLVED,** that the Portage County Board of Commissioners authorizes Charles W. Keiper II as the President of the Board or his designee to sign all documentation regarding the grant award, and be it further
- RESOLVED,** that a copy of this resolution will be filed with the Portage County Auditor's Office, the Portage County Department of Budget & Financial Management, and the Portage County Sheriff's Office; 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. 09-1154

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**RE: ACCEPT A GRANT AWARD FROM THE OFFICE OF
CRIMINAL JUSTICE SERVICES, JAG/ BYRNE PROGRAM,
ON BEHALF OF THE PORTAGE COUNTY SHERIFF'S
OFFICE FOR GRANT YEAR 2009 FOR THE PORTAGE
COUNTY COURTROOM DEPUTIES PROGRAM.**

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

- WHEREAS,** the Ohio Office of Criminal Justice Services has been designated by the Governor to administer the Edward G. Byrne Memorial State and federal stimulus dollars under the American Recovery and Reinvestment Act, and
- WHEREAS,** the JAG/Byrne Program funds are designed as incentive money to support programs to improve the functioning of the criminal and juvenile justice systems, and
- WHEREAS,** the Portage County Board of Commissioners, adopted resolution number 09-0397 on April 30th 2009 authorizing the electronic application to the Ohio Office of Criminal Justice Services for the Portage County Sheriff's Office to apply for a grant award not to exceed \$128,388.12 with a local match of \$42,796.04 to create three new deputy positions for the Portage County Sheriff's Department; and
- WHEREAS,** the Ohio Office of Criminal Justice Services has awarded this grant project at a reduced rate of \$85,633.68 with a local match requirement of \$28,544.56 for a project total of \$114,178.24; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners hereby accepts the grant award of \$85,633.68 for the Portage County Courtroom Deputy Program under the JAG/Edward G. Byrne Memorial State and Local Law Enforcement Assistance Formula Grant Program for the project period of July 31, 2009 to December 31, 2010, and be it further
- RESOLVED,** that the local match of \$28,544.56 will be provided by the Portage County Sheriff's Department for a project total of \$114,178.24 and be it further
- RESOLVED,** that the Portage County Board of Commissioners authorizes Charles W. Keiper II as the President of the Board or his designee to sign all documentation regarding the grant award, and be it further
- RESOLVED,** that a copy of this resolution will be filed with the Portage County Auditor's Office, the Portage County Department of Budget & Financial Management, and the Portage County Sheriff's Office; 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. 09-1155 - RE: ACCEPT A GRANT AWARD FROM THE OFFICE OF CRIMINAL JUSTICE SERVICES, JAG/ BYRNE PROGRAM, ON BEHALF OF THE PORTAGE COUNTY PROSECUTOR'S OFFICE IN CONJUNCTION WITH THE CHILDREN'S ADVOCACY CENTER OF PORTAGE COUNTY AND FAMILY AND COMMUNITY SERVICES FOR GRANT YEAR 2009.

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

- WHEREAS,** the Ohio Office of Criminal Justice Services has been designated by the Governor to administer the Edward G. Byrne Memorial State and federal stimulus dollars under the American Recovery and Reinvestment Act, and
- WHEREAS,** the JAG/Byrne Program funds are designed as incentive money to support programs to improve the functioning of the criminal and juvenile justice systems, and
- WHEREAS,** The Portage County Board of Commissioners, adopted resolution number 09-0396 on April 30th 2009 authorizing the electronic application to the Ohio Office of Criminal Justice Services for the Portage County Collaboration of Advocates to apply for a grant award not to exceed \$70,485.50 with a local match of \$23,495.16, and
- WHEREAS,** the Children's Advocacy Center of Portage County desires to administer a program funded under the JAG/Byrne Program to assist the Center to continue to provide important services to the children of Portage County who have been victimized by abuse, and
- WHEREAS,** Family and Community Services wishes to enhance their services provided through the Place of Peace, and
- WHEREAS,** the Portage County Prosecutor's Office wishes to offer additional advocacy for victims of domestic violence; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners hereby accepts the grant award from the Ohio Office of Criminal Justice Services, for funding under the JAG/Edward G. Byrne Memorial State and Local Law Enforcement Assistance Formula Grant Program for the project period of July 31, 2009 to December 31, 2010 for a grant amount of **\$59,037.50 with a local match in the amount of \$19,679.17 for a total project amount of \$78,717.67; and be it further**

4. Meeting notice for the Mental Health & Recovery Board meeting on Monday, December 14, 2009, 6:30 PM, 155 E. Main St., Kent.
5. Invitation from the US Army Corps of Engineers to Commissioner Keiper for the founding meeting of the West Branch Water Safety Council at the Michael J. Kirwan Dam Resource Manager's Office, 8657 Kestrel Way, Wayland, Tuesday, January 12, 2010, 6:00 PM.
6. The Board of Commissioners received the 2010 Event Calendar as presented by the Council of Development Finance Agencies (CDFA).

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INCOMING CORRESPONDENCE

DISCUSSION

December 15, 2009

1. Discussion: Robinson Memorial Hospital and SUMMA (Commissioner Frederick). Commissioner Frederick to return telephone call indicating the Board is not aware of any purchase.
2. December 15, 2009 memo from Harold Huff, Water Resources Department, regarding annual report regarding policy of Federal Trade Commission Red Flag Rules.

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JOURNAL ENTRIES

December 15, 2009

1. The Board of Commissioners received the December 10, 2009 correspondence from the County Engineer, regarding review of the regular annexation petition of 22.1749 acres (22.36 as listed on original map), Nelson Township to Garrettsville Village.
2. The Board of Commissioners received the November 2009 Transportation of Prisoners Report for November 2009 as presented by the Portage County Sheriff's Department.
3. Board of Commissioners' authorization requested to pay Freedom Building \$16,563.60 for 2008 Portage CHIP Private Rehab for Pat Winemiller as requested by Neighborhood Development Services. No review required.
4. Board of Commissioners' authorization requested to pay Invoice No. 86613 dated December 2, 2009 for Deputy Coroner Julie Ann Vesco, DO from December 31, 2009-December 31, 2010 as requested by the Jack Kohl Insurance Agency. (Bond No. 8872998 \$ 5,000).
5. Board of Commissioners' authorization requested to pay Invoice No. 86612 dated December 2, 2009 for Deputy Coroner Steve Dean, MD from December 31, 2009-December 31, 2010 as requested by the Jack Kohl Insurance Agency. (Bond No. 8818067 \$ 5,000).
6. Board of Commissioners' authorization requested to have Commissioner Keiper sign the Ohio Public Works Commission Request to Proceed to award a construction contract to Workman Industrial Services for the West Branch MHP Wastewater Treatment Plant Improvements Construction Project, Wastewater Improvements RD 22, OPWC Project No. CG20L/CG21L for a contract amount of \$601,603, as presented by the Department of Budget & Financial Management. Commissioner Smeiles abstained.

7. DRAFT RESOLUTIONS: Board of Commissioners' authorization requested to have Commissioner Keiper sign three (3) quarterly report as presented by the Grants Administrator for the following: (1) Sheriff's vehicles/09-1153, (2) Sheriff Deputies/09-1154, and (3) Collaborative Advocates/09-1155.

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REFERRED

December 15, 2009

1. December 9, 2009 correspondence from David Shea, Community Action Council, indicating the draft Community Service Block Grant Application for Calendar Year 2010 and 2011 is available for review and comment. Referred to Grants Administrator.
2. The Board of Commissioners received Invoice No. 391 dated December 11, 2009 for 2010 Streetsboro Chamber Membership Dues \$110.00. Referred to Economic Development for payment.

PLEASE ADD TO YOUR AGENDA

December 15, 2009

1. Board of Commissioners' authorization requested to pay C. Bryant Construction \$677.00 for 2008 Portage County CHIP Home Repair for Gene Basinger as requested by Neighborhood Development Services. No review required./Hold for funding.
2. December 14, 2009 e-mail from Denise Smith, Prosecutor's Office, regarding Omnicare Pharmacy agreements./Board of Commissioners authorized Prosecutor Smith to send agreements.
3. Board of Commissioners' authorization requested to have Commission Keiper sign the Environmental Review Statutory Checklist for the 2009 CDBG Formula Allocation Grant B-F-09 as requested by the Regional Planning Commission. Documents reviewed by the Grants Administrator with no exceptions noted./Journal Entry
4. Board of Commissioners' authorization requested to have Commission Keiper sign the Environmental Review Statutory Checklist for the 2009 CDBG Formula Allocation Grant B-F-09 for the Portage County Senior Center activity and the Coleman Professional Services activity as requested by the Regional Planning Commission. Documents reviewed by the Grants Administrator with no exceptions noted./Journal Entry
5. Board of Commissioners' signature requested on the payment authorization form for travel reimbursements for \$145.54 to attend Fair Housing Training as requested by the Regional Planning Commission. The B-F-09-062-1 Formula Grant Activity #07 Fair Housing is funding this expense. Documents reviewed by the Grants Administrator with no exceptions noted./Journal Entry
6. Board of Commissioners' signature requested on the payment authorization form for \$46,817.16 payable to Neighborhood Development Services Inc. for the purchase of real estate located at 3279 St. Rte. 59, Ravenna, for acquisition/land banking as requested by the Regional Planning Commission. The B-Z-08-062-1 Neighborhood Stabilization Grant Land Banking/Demolition Activity is funding this expense. Documents reviewed by the Grants Administrator with no exceptions noted./Journal Entry

INFORMATION ONLY

December 15, 2009

1. December 1, 2009 memo from County Commissioners Association of Ohio, including the meeting minutes from the September 18, 2009 CCAO Board of Trustee meeting.
2. The Board of Commissioners received the Profiles of Preservation booklet as presented by the Western Reserve Land Conservancy.
3. December 11, 2009 e-mail from Mike Coury, Generations, regarding the Omnicare pharmaceutical contracts.

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PROSECUTOR

December 15, 2009

1. December 11, 2009 e-mail from Denise Smith, including two (2) short term draft contracts (December 2009 & January 2010). Does the Board authorize Denise Smith to e-mail the draft contracts to Rolf Schrader of Omnicare for review?
2. December 8, 2009 correspondence from Laurette Yaeger, regarding voluntary dismissal for SA Comunale Co., vs. Portage County Senior Center.

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Journal Entry

December 15, 2009

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

1. The Board of Commissioners acknowledged receipt of the December 10, 2009 correspondence from the County Engineer, regarding review of the regular annexation petition of 22.1749 acres (22.36 as listed on original map), Nelson Township to Garrettsville Village.
2. The Board of Commissioners acknowledged receipt of the November 2009 Transportation of Prisoners Report as presented by the Portage County Sheriff's Department.
3. The Board of Commissioners authorized payment to Freedom Building for \$16,563.60 for 2008 Portage CHIP Private Rehab for Pat Winemiller as requested by Neighborhood Development Services. No review required.
4. The Board of Commissioners authorized payment of Invoice No. 86613 dated December 2, 2009 for \$75.00 for Deputy Coroner Julie Ann Vesco's bond effective December 31, 2009-December 31, 2010 as requested by the Jack Kohl Insurance Agency. (Bond No. 8872998 for \$ 5,000).
5. The Board of Commissioners authorized payment of Invoice No. 86612 dated December 2, 2009 for \$75.00 for Deputy Coroner Steve Dean's bond effective December 31, 2009-December 31, 2010 as requested by the Jack Kohl Insurance Agency. (Bond No. 8818067 for \$ 5,000).
6. The Board of Commissioners authorized a partial payment of the Regional Planning Commission Invoice #10-21 for the 2010 Membership Dues in the amount of \$11,729.77 which is one month worth of

dues. The remaining balance of \$23,459.53 for the first quarter payment will be made in January 2010. Documents reviewed by the Department of Budget and Financial Management with no exceptions noted.

7. The Board of Commissioners signed the December 15, 2009 correspondence to the Portage County Auditor requesting that her staff debit Fund 1470 and credit Fund 0001 as follows:

	<u>Org</u>	<u>Object</u>	<u>Project</u>	<u>Amount</u>	<u>Description</u>
<u>Credit</u>	00550001	180000		\$2,539.00	Area Agency Grant
<u>Debit</u>	14700557	710000	8A044	\$2,539.00	FY 09 Area Aging

8. The Board of Commissioners authorized a transfer of trunk tap in fee credits, established by Resolution 06-0578, for the remaining amount of \$34,972.00 from Lewis Land Development Company to G2 Professional Services for construction of improvement to Country View Estates in Brimfield Township as requested by Director Harold Huff, Water Resources Department.
9. The Board of Commissioners authorized the Water Resources Department to complete a value engineering study by Burgess and Niple, for the URS design in an amount not to exceed \$5,000 for the Streetsboro Sanitary Sewer District No. 4, Streetsboro Biosolids Reduction Facility, Project No. ST-4 (08-100) as requested by Director Harold Huff, Water Resources Department.
10. The Board of Commissioners authorized a purchase order for required soil borings, boring report and design recommendation by Professional Service Industries, Inc. for \$3,485.00 for the Aurora Meadows Subdivision Sanitary Improvement, Project No. M-1 (06-190) as requested by Director Harold Huff, Water Resources Department.
11. The Board of Commissioners authorized Commissioner Keiper to sign the Environmental Review Statutory Checklist for the 2009 CDBG Formula Allocation Grant B-F-09 as requested by the Regional Planning Commission. Documents reviewed by the Grants Administrator with no exceptions noted.
12. The Board of Commissioners authorized Commission Keiper to sign the Environmental Review Statutory Checklist for the 2009 CDBG Formula Allocation Grant B-F-09 for the Portage County Senior Center activity and the Coleman Professional Services activity as requested by the Regional Planning Commission. Documents reviewed by the Grants Administrator with no exceptions noted.
13. The Board of Commissioners signed the payment authorization form for travel reimbursements for \$145.54 to attend Fair Housing Training as requested by the Regional Planning Commission. The B-F-09-062-1 Formula Grant Activity #07 Fair Housing is funding this expense. Documents reviewed by the Grants Administrator with no exceptions noted.
14. The Board of Commissioners signed the payment authorization form for \$46,817.16 payable to Neighborhood Development Services Inc. for the purchase of real estate located at 3279 St. Rte. 59, Ravenna, for acquisition/land banking as requested by the Regional Planning Commission. The B-Z-08-062-1 Neighborhood Stabilization Grant Land Banking/Demolition Activity is funding this expense. Documents reviewed by the Grants Administrator with no exceptions noted.

15. In compliance with the Federal Trade Commission Red Flag Rules and Requirements, the Board of Commissioners acknowledged receipt of the Annual Report on the Portage County Water Resources Department policies and procedures in addressing the risk of identity theft for 2009 as presented by Director Harold Huff, Water Resources Department. (Commissioners' Resolution No. 09-0331, April 14, 2009).
16. The Board of Commissioners approved the following Personnel Requisitions, as presented by the Portage County Human Resources Department and approved by Department of Job & Family Services Director Anita Herington:

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

17. The Board of Commissioners signed the Personnel Action Form authorizing the promotion of Scott Lazzara from Social Services Worker 3 to Social Services Supervisor 1 (replacing Marlene Morgan) effective December 21, 2009 for the Portage County Department of Job & Family Services, as presented by Human Resources Department Director Anita Herington and approved by Department of Job & Family Services Director Anita Herington.

All in favor, motion carries.

JOURNAL ENTRY II

December 15, 2009

Motion by Maureen T. Frederick, seconded by Charles W. Keiper II to approve the following:

The Board of Commissioners authorized Commissioner Keiper to sign the Ohio Public Works Commission request to proceed to award a construction contract to Workman Industrial Services for the West Branch Mobile Home Park Wastewater Treatment Plant Improvements Construction Project, Wastewater Improvements RD 22, OPWC Project No. CG20L/CG21L for a contract amount of \$601,603, as presented by the Department of Budget & Financial Management. Commissioner Smeiles 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 **December 15, 2009**. There being no further business to come before the Board, it was moved by Maureen T. Frederick, seconded by Christopher Smeiles to adjourn the official meeting at **11:15 AM**. All in favor, motion carries.

Charles W. Keiper II, President

Maureen T. Frederick, Vice President

Christopher Smeiles, Board Member

Amy Hutchinson, Acting Clerk

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