

Tuesday, December 29, 2009

The Board of County Commissioners met in regular session on **Tuesday, December 29, 2009 at 10:00 AM** with the following members present:

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 24, 2009 meeting. Commissioner Keiper absent, motion carries

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Also attending throughout the day: Mike Sever, Record-Courier; Sal Pitera, Editor/Reporter for E-Portage

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SHERIFF

Present: Sheriff Doak, Major Dale Kelly, Captain Ricky Neal, Internal Services Director JoAnn Townend, Department of Budget & Financial Management Director Audrey Tillis

The Sheriff is attending today to discuss inmate commissary services, which will be done in-house effective January 15, 2010. The Sheriff presented Policy and Procedure Number 6:1 entitled Commissary Policy. Commissioner Smeiles asked if there would be a need for a cash advance to purchase the initial supplies. Major Kelly responded that the plan is to purchase supplies for three months (not to exceed \$25,000) from the current Sheriff's budget. JoAnn Townend added that the first three months will be a test period due to the bid limit. Once a history is established, the bid can be written and advertised. Commissioner Smeiles stated that there will be no need for additional staff; all work will be done in house. Captain Neal confirmed. Commissioner Smeiles asked if a profit is expected. Captain Neal responded that the hope is to make between \$60,000 – \$70,000.

The Board of Commissioners agreed that JoAnn Townend and Audrey Tillis should work with the Sheriff and his staff to move this project forward.

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STATE AUDITOR'S EXIT CONFERENCE

Present: County Auditor Janet Esposito, County Treasurer Steve Shanafelt, County Auditor's Director of Fiscal Operations Rebecca Ritterbeck, Chief Auditor Martin Kubic, Senior Audit Manager Gary Alger, Auditor of State Assistant Chief Legal Counsel Desiree Forbes.

10:35 AM A motion was made by Christopher Smeiles to enter into an executive session for an audit conference conducted by the Auditor of State or independent certified public accountants with officials of the public office that is the subject of the audit, seconded by Maureen T. Frederick. **Also present: County Auditor Janet Esposito, County Treasurer Steve Shanafelt, County Auditor's Director of Fiscal Operations Rebecca Ritterbeck, Chief Auditor Martin Kubic, Senior Audit Manager Gary Alger, AOS Assistant Chief Legal Counsel Desiree Forbes.** Upon the call of the roll; Maureen T. Frederick, Yea; Christopher Smeiles, Yea; Charles W. Keiper II, Absent.

12:20 PM 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: Maureen T. Frederick, Yea; Christopher Smeiles, Yea; Charles W. Keiper II, Absent.

After exiting executive session, the Board took no action but noted that the Board has five business days to respond. Commissioner Smeiles agreed to work on a response to be sent to the State Auditor by January 5, 2010.

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Internal Services Director JoAnn Townend attending to discuss the Water Resources Department fixed asset software agreement, which was put into place by purchase order. The contract has been mistakenly signed by Lynn Kline and not the Board of Commissioners, as required. At first, the company refuses to change the agreement, noting that it has been executed. Attorney Denise Smith has advised that this is an illegal contract that is not enforceable. She advised that the Board of Commissioners may sign at this point, if the Board desires to do so. The company has now suspended all services awaiting the Board’s decision. The Board of Commissioners directed Director Townend to get the Board of Commissioners signatures and the County Auditor’s certification as soon as possible in 2010. The Board of Commissioners authorized JoAnn Townend to move the agreement forward for their signatures.

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RESOLUTION No. 09-1188 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

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

WHEREAS, the Ohio Revised Code requires that warrants be approved by the Board of Commissioners prior to their issuance, and

WHEREAS, there are other similar financial transactions defined as journal vouchers/entries that are dissimilar in that they are used to pay for charges for services from one county department and/or fund to another department and/or fund and thus are processed in lieu of issuing a warrant, and

WHEREAS, the Journal Vouchers/Entries are recommended by the County Auditor’s Office for review and approval by the Board of Commissioners; now therefore be it

RESOLVED, that the Board of Commissioners approves the following Journal Vouchers/Entries as presented by the County Auditor’s Office:

12/29/09	3699	\$ 2,985.00
12/24/09	3145	280,449.07
12/24/09	3150	24,778.37
12/24/09	3158	33,431.89
12/24/09	3161	6,687.45
12/24/09	3172	9,277.96
12/24/09	3186	630,333.45
Total		\$ 987,943.19

and be it further

RESOLVED, that the Board of Commissioners agrees to sign the Deed of Agricultural Easement, which has been reviewed by the Portage County Prosecutor's Office in coordination with the Ohio Department of Agriculture and authorizes either the President or Vice-President of the Board to sign said easement on behalf of the Commissioners; 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 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, Absent; Maureen T. Frederick, Yea; Christopher Smeiles, Yea;

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RESOLUTION No. 09-1190

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			
700 Sheriff's Department			
07004	Sheriff-General Admin CS	5,450	0
07103	Sheriff-Corrections Fringes	300	0
07104	Sheriff-Corrections CS	50	10,000
07105	Sheriff-Corrections MS	200	8,300
0710M	Sheriff-Corrections Overtime	4,000	0
07303	Sheriff-Road Deputies Fringes	3,000	0
0730D	Sheriff-Road Deputis Full Time	8,000	0
0730E	Sheriff-Road Deputis Part Time	300	0
0730M	Sheriff-Road Deputies Overtime	0	3,000
	MEMO TOTAL	<u>\$ 21,300</u>	<u>\$ 21,300</u>

Note: Year end transfers

913 Budget Commission

09134	Budget Commission CS	0	270
	MEMO TOTAL	<u>\$ -</u>	<u>\$ 270</u>

Note: Year End Cleanup

915 Data Processing Board

09153	Data Processing Bd Fringes	89	0
09154	Data Processing Bd CS	0	261
09155	Data Processing Bd MS	0	14
0915M	Data Processing Bd Overtime	456	0
	MEMO TOTAL	<u>\$ 545</u>	<u>\$ 275</u>

Note: Year End Cleanup

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	<u><i>Increase</i></u>	<u><i>Decrease</i></u>
<i>TOTAL MEMO BALANCE ALL AMENDMENTS</i>	<u><u>\$ 21,845</u></u>	<u><u>\$ 21,845</u></u>

and be it further,

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

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

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

Roll call as Follows:

Charles W. Keiper II, Absent;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

RESOLUTION No. 09-1191

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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>
Fund: 1102 Marine Patrol Grant		
700 Sheriff's Department		
11023 Sheriff-Marine Patrol Fringes	55	0
11024 Sheriff-Marine Patrol CS	0	200
11025 Sheriff-Marine Patrol MS	0	155
1102D Sherif-Marine Patrol Full Time	300	0
	<u>300</u>	<u>0</u>
MEMO TOTAL	<u>\$ 355</u>	<u>\$ 355</u>

Note: Year end adjustments

Fund: 1107 Byrne Justice Grant (JAG)		
700 Sheriff's Department		
11074 Byrne Justice Grant (JAG) CS	0	13,673
11076 Byrne Justice Grant (JAG) CO	0	8,653
	<u>0</u>	<u>8,653</u>
MEMO TOTAL	<u>\$ -</u>	<u>\$ 22,326</u>

Note: ADJUST TO ACTUAL

Fund: 1254 Neighborhood Stabilization NSP		
081 Community Development		
12544 Neighborhd Stabilizat NSP CS	0	1,173,651
	<u>0</u>	<u>1,173,651</u>
MEMO TOTAL	<u>\$ -</u>	<u>\$ 1,173,651</u>

Note: Adjust to Actual

Fund: 1271 RLF CDBG Housing		
001 Commissioners		
12714 RLF CDBG Housing CS	50	0
	<u>50</u>	<u>0</u>
MEMO TOTAL	<u>\$ 50</u>	<u>\$ -</u>

Note: Adjust for Project Need

	<u>Increase</u>	<u>Decrease</u>
Fund: 1471 Senior Farmers Market Nutritio		
055 Senior Center		
14714 Senior Farmers Market Nutri CS	0	180
MEMO TOTAL	<u>\$ -</u>	<u>\$ 180</u>

Note: ADJUST TO ACTUAL

Fund: 4006 Veterans Memorial		
001 Commissioners		
40064 Veterans Memorial CS	0	465
MEMO TOTAL	<u>\$ -</u>	<u>\$ 465</u>

Note: Adjust to Actual

Fund: 4010 Prosecutor's Building		
012 Central Purchasing Services		
40104 Prosecutor's Building CS	0	858
40109 Prosecutor's Building ME	2,605	0
MEMO TOTAL	<u>\$ 2,605</u>	<u>\$ 858</u>

Note: ADJUST TO ACTUAL TO CLOSE FUND

Fund: 4209 Tallmadge Rd Bridge Replacmt		
800 Engineer's Department		
42096 Tallmadge Rd Bridge Replacm CO	0	99
MEMO TOTAL	<u>\$ -</u>	<u>\$ 99</u>

Note: Adjust to Actual

Fund: 4210 Middlebury Road Bridge Replace		
800 Engineer's Department		
42106 Middlebury Road Bridge Repl CO	0	333,119
MEMO TOTAL	<u>\$ -</u>	<u>\$ 333,119</u>

Note: Adjust to Actual

	<u>Increase</u>	<u>Decrease</u>
Fund: 4212 Brady Lake Rd Bridge Replcmt		
800 Engineer's Department		
42126 Brady Lk Rd Bridge Replcmt CO	0	1,889,945
MEMO TOTAL	<u>\$ -</u>	<u>\$ 1,889,945</u>

Note: Adjust to Actual

Fund: 4213 Prospect Summit Hayes Intersct		
800 Engineer's Department		
42136 Prospect Sum-Hayes Intersct CO	0	117,710
MEMO TOTAL	<u>\$ -</u>	<u>\$ 117,710</u>

Note: Adjust to Actual

Fund: 4214 Crain Ave Bridge Replacement		
800 Engineer's Department		
42146 Crain Ave Bridge Replcmt CO	0	1,407,000
MEMO TOTAL	<u>\$ -</u>	<u>\$ 1,407,000</u>

Note: Adjust to Actual

Fund: 4215 Resurfacing Projects		
800 Engineer's Department		
42156 Tallmadge Rd Resurfacing CO	0	541,323
MEMO TOTAL	<u>\$ -</u>	<u>\$ 541,323</u>

Note: Adjust to Actual

Fund: 5100 Nursing Home General Administr		
054 Nursing Home		
51003 Nursing Home Gen Fringes	0	5,771
51004 Nursing Home General CS	0	160,991
51005 Nursing Home General MS	4,969	52,799
51007 Nursing Home General OE	0	6,802
5100D Nursing Home Gen Full Time	0	2,840
5100E Nursing Home Gen Part Time	0	13,985
5100M Nursing Home Gen Overtime	0	166
MEMO TOTAL	<u>\$ 4,969</u>	<u>\$ 243,354</u>

Note: Adjust to Actual

	<u>Increase</u>	<u>Decrease</u>
Fund: 5506 PCW Brimfield Booster PS		
060 Water Resources		
55066 PCW Brimfield Booster CO	38,939	0
MEMO TOTAL	<u><u>\$ 38,939</u></u>	<u><u>\$ -</u></u>

Note: ADJUST TO ACTUAL

Fund: 7000 Central Services (Purchasing)		
012 Central Purchasing Services		
70004 Central Services Purchasing CS	0	187,812
MEMO TOTAL	<u><u>\$ -</u></u>	<u><u>\$ 187,812</u></u>

Note: Adjust to Actual

Fund: 7001 Central Print Shop		
013 Central Print Shop		
70013 Central Print Shop Fringes	0	652
70014 Central Print Shop CS	45	13,521
70015 Central Print Shop MS	188	2,341
7001D Central Print Shop Full Time	0	396
MEMO TOTAL	<u><u>\$ 233</u></u>	<u><u>\$ 16,910</u></u>

Note: Adjust to Actual

Fund: 7002 Central Vehicle Maintenance		
014 Motor Pool		
70023 Motor Pool Fringes	0	5
70024 Motor Pool CS	442	34,296
70025 Motor Pool MS	14,727	136,089
7002M Motor Pool Overtime	0	859
MEMO TOTAL	<u><u>\$ 15,169</u></u>	<u><u>\$ 171,249</u></u>

Note: Adjust to Actual

TOTAL MEMO BALANCE FOR ALL FUNDS	<u><u>\$ 62,320</u></u>	<u><u>\$ 6,106,356</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, Absent;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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

WHEREAS, on July 30, 2009, the Portage County Board of Commissioners adopted Resolution No. 09-0710, approving a cash advance in the amount of \$20,000.00 until revenues were received, and

WHEREAS, Fund 7102 has received revenues; now therefore be it

RESOLVED, that the following cash advance repayment be made in the amount of \$ 20,000.00:

FROM:

FUND 7102, CAFETERIA BENEFITS PROGRAM PKG

ORGCODE -71020182

Debit Revenue Account

Revenue Source 290000 - Advances-In \$ 20,000.00

TO:

FUND 0001, GENERAL FUND

ORGCODE- 00100009

Credit Expense Account

Object 920000 - Advances-Out \$ 20,000.00

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 Human Resources 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, Absent; Maureen T. Frederick, Yea; Christopher Smeiles, Yea;

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RESOLUTION No. 09-1194 - RE: CLOSING OF FUND 1017, MEDIATION & DISPUTE GRANT DMST

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

RESOLUTION No. 09-1197 - 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><u>Increase</u></i>	<i><u>Decrease</u></i>
Fund: 1271 RLF CDBG Housing		
001 Commissioners		
12714 RLF CDBG Housing CS	0	50
MEMO TOTAL	<u>\$ -</u>	<u>\$ 50</u>

Note: Correct Entry

Fund: 1272 RLF Section 17		
001 Commissioners		
12724 RLF Section 17 CS	50	0
MEMO TOTAL	<u>\$ 50</u>	<u>\$ -</u>

Note: Correct Entry

TOTAL MEMO BALANCE FOR ALL FUNDS	<u>\$ 50</u>	<u>\$ 50</u>
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3. Accept the deed of agricultural easement from Andrew Luckay Jr. and agree to co-hold the easement with the Ohio Department of Agriculture./09-1189
4. The Department of Budget & Financial Management presents the following for Board consideration:

RESOLUTIONS

- 1.General Fund Amendments to the Annual Appropriation Resolution:/09-1190
 - a.Sheriff's Department, Transfer – Year End Transfers
 - b.Budget Commission, Transfer – Year End Cleanup
 - c. Data Processing Board, Transfer – Year End Cleanup

- 2.Other Funds Amendments to the Annual Appropriation Resolution:/09-1191
 - a.Fund 1102, Marine Patrol Grant – Transfer, Year End Adjustments
 - b.Fund 1107, Byrne Justice Grant (JAG) – Suppl, Adjust to Actual
 - c. Fund 1254, NSP Neighborhood Stabilization NSP – Suppl, Adjust to Actual
 - d.Fund 1471, Senior Farmers Market Nutrition – Suppl, Adjust to Actual
 - e.Fund 4006, Veterans Memorial – Suppl, Adjust to Actual
 - f. Fund 4010, Prosecutor's Building - Supplemental, Adjust to Actual
 - g.Fund 4209, Tallmadge Rd Bridge Replace – Suppl, Adjust to Actual
 - h.Fund 4210, Middlebury Road Bridge Replace – Suppl, Adjust to Actual
 - i. Fund 4212 Brady Lake Rd Bridge Replcmt – Suppl, Adjust to Actual
 - j. Fund 4213 Prospect Summit Hayes Intersct – Suppl, Adjust to Actual
 - k.Fund 4214 Crain Ave Bridge Replacement – Suppl, Adjust to Actual
 - l. Fund 4215 Resurfacing Projects – Suppl, Adjust to Actual
 - m. Fund 5100, Nursing Home General Admin – Supplemental, Year End Cleanup
 - n.Fund 5506, PCW Brimfield Booster, PS – Supplemental, Adjust to Actual

- 3.Transfer from Fund 4010, Prosecutor's Building to Fund 3000, County Notes/09-1192

- 4.Cash Advance Repayment from Fund 7102 Cafeteria Benefits Program Pkg to Fund 0001, General Fund/09-1193

- 5.Close Fund 1017, Mediation & Dispute Grant DMST/09-1194

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INVITATIONS/MEETING NOTICES

December 29, 2009

1. Invitation from Western Reserve RC&D Council for the Council meeting on Thursday, January 14, 2010, 8:30 AM to 12:00 Noon at the Cuyahoga Soil & Water Conservation District Meeting Room, Valley View.

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INCOMING CORRESPONDENCE

JOURNAL ENTRIES

December 29, 2009

1. The Board of Commissioners received the 2010 Portage County Board of Developmental Disabilities Annual plan for January 1, 2010-December 31, 2010.

2. The Board of Commissioners received the December 23, 2009 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimate Resources for the fiscal year beginning January 1, 2009, as presented by the Portage County Auditor.

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REFERRED

December 29, 2009

1. December 15, 2009 correspondence from RLJ Management Company, Inc. requesting completion of the loan and escrow accounts inquiry from January 1, 2009 to December 31, 2009 for Portage Housing III Limited. Referred to Budget & Finance to complete.

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PLEASE ADD TO THE AGENDA

December 29, 2009

1. December 18, 2009 correspondence from Drew Ferguson, Metro Life Flight to the Portage County Regional Airport Board, regarding their concerns about the Jet-A Fuel Service/Since the Board of Commissioners is subsidizing this fuel purchase at 10 cents a gallon the Board of Commissioners agreed to ask the Portage Flight Center Manager for an update on this issue.
2. DRAFT RESOLUTION: Closing of Fund 4010 Prosecutor's Building (DBFM)./09-1195
3. DRAFT RESOLUTION: General Fund Amendments to the Annual Appropriation II – to be used by the Department of Budget & Financial Management if necessary/09-1196
4. DRAFT RESOLUTION: Non General Fund Amendment to the Annual Appropriation II – to be used by the Department of Budget & Financial Management if necessary/09-1197 Assigned but not used
5. JOURNAL ENTRY: Board of Commissioners' authorization requested to allow Commissioner Maureen T. Frederick to sign the Ohio Pet Fund Grant Utilization Closeout Report on behalf of the Portage County Dog Warden's Office and Shelter and presented by the Grants Administrator.
6. DRAFT RESOLUTION: Authorize the application to the Ohio Pet Fund Grant Program./09-1198
7. JOURNAL ENTRY: Board of Commissioners' authorization requested to have Commissioner Frederick sign the Portage County, Ohio Certificate of County-Wide Cost Allocation Plan (Actual FY 2008 for use in FY 2010), as prepared by MAXIMUS Consulting Services, Inc. and presented by Department of Budget & Finance Director Audrey Tillis/Journal Entry.
8. December 28, 2009 email from Safety & Loss Control Coordinator Michelle Ripley requesting Board authorization to have the Sutton Agency obtain a CORSA quote for coverage for the Portage County Regional Airport Authority/Board of Commissioners agreed that the quote should be obtained. Once obtained, the Board of Commissioners will meet with the Airport Board to discuss coverage.

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INFORMATION ONLY

December 29, 2009

1. The Board of Commissioners received the meeting minutes dated October 15, 2009 and November 19, 2009 as presented by the Portage County District Library Board of Trustees.

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Journal Entry

December 29, 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 2010 Portage County Board of Developmental Disabilities Annual plan for January 1, 2010-December 31, 2010.
2. The Board of Commissioners acknowledged the receipt of the December 23, 2009 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimate Resources for the fiscal year beginning January 1, 2009, as presented by the Portage County Auditor.
3. The Board of Commissioners authorized Commissioner Frederick to sign the final Ohio Pet Fund Grant Utilization Report on behalf of the Portage County Dog Warden’s Office and Shelter, as presented by the Grants Administrator.
4. The Board of Commissioners authorized Commissioner Maureen T. Frederick to sign the Portage County, Ohio Certificate of County-Wide Cost Allocation Plan (Actual FY 2008 for use in FY 2010), as prepared by MAXIMUS Consulting Services, Inc. and presented by Department of Budget & Finance Director Audrey Tillis.
5. 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
Department of Job & Family Services	Custodial Worker (replacement for Vicki Twyman)	JFS D	Post Internally and Externally

6. The Board of Commissioners signed the December 29, 2009 correspondence to the Portage County Auditor requesting that her staff debit and credit the Portage County Water Resources Department funds as follows:

<u>Org</u>	<u>Object</u>	<u>Project</u>	<u>Debit</u>	<u>Credit</u>
520040P4	420000	07-143	-	764.62
540040W4	420000	07-143	348.25	
540040S4	420000	07-143	416.37	
TOTALS			764.62	764.62

Commissioner Keiper absent, 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 29, 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 **2:05 PM**. Commissioner Keiper absent, motion carries.

ABSENT

Charles W. Keiper II, President

Maureen T. Frederick, Vice President

Christopher Smeiles, Board Member

Deborah Mazanec, Clerk

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PAYINS FOR THE MONTH OF DECEMBER 2009

11/25/09	11021	Ohio Public Defender – Assigned Counsel: \$12,387.30 Total: \$12,387.30
12/01/09	11062	Dept. of Public Safety – 2006-JG-D01-6473: \$8,208.77, Dept. of Public Safety – 2006-JG-D01-6467: \$10,001.25 Total: \$18,210.02
12/04/09	11130	Charles W. Keiper II – Cell Phone: \$15.0 Total: \$15.00
12/04/09	11152	Christopher Smeiles – Copies/Faxes: \$1.00, Range Resources – Oil Lease: \$1,368.19 Total: \$1,369.19
12/11/09	11242	Resource Energy – Oil Lease: \$67.91 Total: \$67.91
12/14/09	11280	Portage Community Bank – Veterans Memorial: \$5,509.23 Total: \$5,509.23
12/16/09	11328	Beck Energy – Oil Lease: \$230.67 Total: \$230.67
12/16/09	11332	Ohio Public Defender – Public Defender: \$19,586.72 Total: \$19,586.72
12/23/09	11450	Ohio Public Defender – Assigned Counsel: \$15,165.69 Total: \$15,165.69
12/23/09	11444	Everflow Eastern Partners: \$70.51 Total: \$70.51
12/23/09	11456	Neighborhood Development Services – Reimbursement for the 2007 Audit: \$10,370.00 Total: \$10,370.00

AUTHORIZATION OF EXPENSES FOR THE MONTH OF DECEMBER 2009

11/02/09	Nancy Dailey and Amy Cooper/WIC Directors Meeting/Columbus, Ohio/December 7-8/\$500.00
11/04/09	Tim Beckner/Service Coordinator Meeting/Akron, Ohio/November 5/\$32.75
11/09/09	Jason Willard/Humane Agent Training Program/South Russell, OH/December 1-3, 2009/\$150.00
11/12/09	Rebecca Ritterbeck/104 TH GFOA Annual Conference/Atlanta, Georgia/June 6-9/\$940.00
11/13/09	Charles W. Keiper II and Christopher Smeiles/CCAO Winter Conference/Columbus, Ohio/December 6-9/\$1,666.40
11/16/09	Bill Steiner and Dan Banks/ODNR Grant Meeting/Columbus, Ohio/December 18/\$185.00
11/16/09	Bill Steiner/ERTAC Meeting/Cuyahoga Falls, Ohio/December 2/\$15.00
11/16/09	Bill Steiner/NEFCO/Green, Ohio/December 16/\$20.00
11/16/09	Penny Ray and Reva Weekly/Protect Ohio/Columbus, Ohio/November 17/\$0.00
11/16/09	Penny Ray, Kimberly MacPhail and Reva Weekly/Kinship Grant Meeting/Richland County, Ohio/November 20/\$0.00
11/17/09	Judge Laurie Pittman/Ohio Common Pleas Judges Assoc./Dublin, OH/December 2-4, 2009/\$472.00
11/23/09	Penny Ray/PCSAO Executive Meeting/Columbus, Ohio/December 10-11/\$306.00
11/23/09	Kevin Gowan/OCDA Automated Systems Subcommittee/Columbus, Ohio/December 3/\$79.00
11/24/09	Susan Hilegas and Danny Burns/Identify Sexual Offenders/Richfield, Ohio/December 3/\$50.00
11/24/09	Patrick Burns/Drug Unit Commanders Academy/Location not filled in/December 1-10/\$200.00
11/25/09	Bill Steiner/West Akron North America/Akron, Ohio/December 3/\$20.00
11/25/09	Charles W. Keiper II and Bill Steiner/VAOXX/Salem, Ohio/December 14/\$75.00
11/30/09	Karen U'Halie/OHPELRA 2010 Annual Training Conference/Newark, Ohio/February 7-9/\$575.00
12/01/09	Dan Banks and Carole Beaty/Turned in Energy Grant Application/Columbus, Ohio/November 30/\$29.44
12/01/09	Heath Wilson/Field Training Officer/Cleveland, Ohio/December 7-11/\$465.00
12/02/09	Vickie Steiner/Open Enrollment Meeting/Lisbon, Ohio/December 3/\$0.00
12/02/09	Judge John Plough/Acting Judge Essentials: Ethics and Opinions/Cleveland, Ohio/November 19/\$50.00
12/03/09	Melvin Harris/Fair Housing Training/Norwalk, Ohio/December 10/\$161.70
12/03/09	Melvin Harris/Fair Housing/New Horizons Program Advisory Committee Meeting/Columbus, Ohio/October 20/\$224.00
12/03/09	John Vence, Don West and Wayne Carkido/Lorain WWTP Site Visit/Lorain, Ohio/December 7/\$41.00
12/04/09	Ron Evans/Attorney Networking/Canton, Ohio/November 6/\$25.00
12/04/09	Michelle Ripley/Safety Council/Ravenna, Ohio/December 10/\$15.00
12/09/09	Bill Steiner/West Akron North America/Akron, Ohio/December 10/\$20.00
12/30/09	Bill Steiner/OSWDO/Wyandot County SWD/October 15/\$130.90

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