

Tuesday, January 5, 2010

The Board of County Commissioners met in regular session on **Tuesday, January 5, 2010 at 9:30 AM** with the following members present:

Maureen T. Frederick

Christopher Smeiles

Absent: Commissioner Keiper on vacation

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It was moved by Christopher Smeiles, seconded by Maureen T. Frederick to approve the meeting minutes of the December 29, 2009 meeting. Commissioner Keiper absent, motion carries

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

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THE WOODLANDS AT ROBINSON

Present: Gary Mitrison, Michael Coury, Karen U’Halie, Charlene Badger

Mr. Coury noted that the Ohio Department of Health revisit went well and the nursing home received a “clean bill of health”.

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The Executive Assistant worked with Mr. Mitrison to prepare a response to the Record-Courier Editorial, which the Board of Commissioners approved today, pending Commissioner Keiper’s review.

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Mr. Coury noted that the nursing home answered another series of SUMMA questions in late December. He will contact SUMMA representatives within the next week if he does not hear from them.

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The Board of Commissioners advised that they received another letter from a woman who feels that she has been “banned” from the nursing home. Mr. Mitrison noted that he has documentation of verbal abuse by this woman of the residents and added that residents do not attend activities if she is present. Mr. Coury responded that the nursing home has a responsibility to protect their residents from verbal abuse from anyone. Until she recognizes that she is behaving improperly, things will not change.

Anne Moneypenny stated that her Mother is a resident at The Woodlands and she is very pleased with the facility and her care; she added that she has nothing but good things to say about The Woodlands.

Executive Assistant Charlene Badger to meet again with the writer to discuss and explain this situation.

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Resolution 10-0004 approves the nursing home bond amounts for 2010.

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9:50 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Christopher Smeiles**, seconded by **Maureen T. Frederick** that the Board of Commissioners move into executive session to consider nursing home compensation and discipline issues. **Also present:** Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Absent; Maureen T. Frederick, Yea.

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

After exiting Executive Session, the Board of Commissioners approved two Journal Entries and adopted Resolution No. 10-0008.

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PROSECUTOR

Present: Denise Smith

Review of Prosecutor’s Pending List

1. Attorney Brode has been assigned the Tara Reed BWC claim. Commissioner Smeiles asked Attorney Smith to investigate and make certain that Ms. Reed is a Portage County employee. Attorney Smith added that David Brode will be handling Worker’s Comp cases with Theresa Scahill serving as his backup.
2. Attorney Smith advised the Board of Commissioners that it is not possible to create a boilerplate agreement but each unfinished subdivision must be handled on case-by-case basis.
3. Attorney Smith asked that the Board of Commissioners remove the “Delinquent charges for Spring Lakes” issue from her pending list, noting that Leigh Prugh is waiting for the Water Resources Department to complete its investigation and advise her of what the issue is.

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Prosecutor’s Correspondence

1. December 28, 2009 correspondence from Leigh Prugh to Kenneth Coffman, regarding Whispering Meadows Subdivision, Suffield Township/Information only.
2. December 31, 2009 e-mail from Leigh Prugh to William Steiner, Portage County Solid Waste Management District, including a draft agreement for chipper liability/Discusion today with the Solid Waste Management District Director.

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10:55 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 conference with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action. **Also present:** Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Absent; Maureen T. Frederick, Yea.

11:15 AM Upon conclusion of the above referenced discussion, it was moved by **Christopher Smeiles**, seconded by **Maureen T. Frederick** that the Board of Commissioners move out of executive session. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Absent; Maureen T. Frederick, Yea.

After exiting Executive Session, the Board of Commissioners took no action.

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11:20 AM Recessed to Solid Waste Management District
11:45 AM Board of Commissioners Reconvened

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WATER RESOURCES - CANCELLED

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DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT - CANCELLED

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RESOLUTION No. 10-0001 - RE: ACCEPTANCE OF THE OHIO DEPARTMENT OF YOUTH SERVICES JUVENILE ACCOUNTABILITY BLOCK GRANT ON BEHALF OF THE PORTAGE COUNTY JUVENILE COURT.

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

- WHEREAS,** the Ohio Department of Youth Services has a grant program that supports local court systems to develop and maintain programming at risk youth; and
- WHEREAS,** the Board of Portage County Commissioners is an eligible applicant for this grant program;
- WHEREAS,** the Portage County Board of Commissioners approved Resolution No. 09-1033 on Nov 5, 2009 authorizing an application to this grant program; now therefore be it
- RESOLVED,** that the Board of Commissioners does hereby accept the award from the Ohio Department of Youth Services Juvenile Accountability Block Grant Program on behalf of the Portage County Juvenile Court **for a total of \$10,027.00; with a local match of \$1,114.00 to be provided by the Portage County Board of Commissioners;** and be it further
- RESOLVED,** that Charles W. Keiper II, as the President of the Portage County Board of Commissioners, or his designee is authorized to sign all documents that pertain to the grant acceptance; 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

	5155.04 3929.17			
THE WOODLANDS AT ROBINSON	FACILITY SURETY BOND Ohio Administrative Code 5101 3-3-16.5	ENOUGH COVERAGE TO PROTECT THE FULL AMOUNT OF ALL RESIDENTS' DEPOSITS INCLUDING INTEREST AT ALL TIMES.	\$30,000	SUTTON INSURANCE/ OHIO FARMERS INSURANCE

RESOLVED,

that a certified copy of this resolution, the Administrator bond and the Facility Surety Bond be deposited with the Portage County Treasurer and a certified copy of this resolution and the Facility Surety Bond be submitted by Medicaid-certified Nursing Facilities to Ohio Department of Job and Family Services for review and approval.

Nursing Facilities shall submit these copies to Ohio Department of Job and Family Services addressed to the Bureau of Long Term Care Facilities surety bond coordinator; 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, Absent;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 10-0005

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RE:

**A RESOLUTION OF SUPPORT AND CONCURRENCE WITH
THE NEFCO COMPREHENSIVE ECONOMIC
DEVELOPMENT STRATEGY**

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

Charles W. Keiper II, Absent;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 10-0008

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RE:

ADOPT AND IMPLEMENT A MANDATORY COST SAVINGS DAYS PROGRAM IN FOR THE WOODLANDS AT ROBINSON IN ACCORDANCE WITH STATE BUDGET BILL (HB 1).

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

WHEREAS, Portage County is experiencing both a current and projected deficiency of funding which will affect the County’s ability to maintain and sustain the current levels of staffing in various departments under the Board of Commissioners; and

WHEREAS, State budget bill (HB 1) includes a provision authorizing counties to implement a mandatory cost savings program beginning July 1, 2009 (O.R.C. 124.393) permitting counties to implement furloughs of employees not subject to a collective bargaining agreement for up to eighty (80) hours between July 1, 2009 and June 30, 2010 and an additional eighty (80) hours between July 1, 2010 and June 30, 2011; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby elect to adopt and implement a mandatory cost savings days program for The Woodlands at Robinson in accordance with State Budget Bill (HB 1) provision for various departments under the Board of Commissioners with the exception of the Department of Job and Family Services; and be it further

RESOLVED that the Board of Portage County Commissioners does hereby elect to adopt a mandatory cost savings days program plan guidelines effective January 11, 2010 For the Woodlands at Robinson; and be it further

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

Voice vote as follows:

Charles W. Keiper II, Absent;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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Portage County
Portage County Board of Commissioners
The Woodlands at Robinson
Mandatory Cost Savings Days ("CSD") Program

1. Purpose

This policy is issued pursuant to O.R.C. §124.393 which authorizes a county appointing authority to establish a mandatory cost savings program not to exceed eighty (80) hours of unpaid furlough between July 1, 2009 and June 30, 2010 and an additional eighty (80) hours between July 1, 2010 and June 30, 2011. This mandatory cost savings program is being implemented to reduce personnel costs due to a lack of funds and for reasons of economy in accordance with O.R.C. §124.321.

2. Scope

The full-time employees at The Woodlands at Robinson, listed below, under the Portage County Board of Commissioners, shall serve an unpaid furlough of eighty (80) hours between January 11, 2010 and June 27, 2010 and another eighty (80) hours between July 1, 2010 and December 12, 2010, for a total of one-hundred and sixty (160) hours. These days shall be designated as cost savings days ("CSDs"). The Portage County Board of Commissioners reserves the right to modify or eliminate this program at any time. The following employees in these positions will serve out their unpaid furloughs as above-referenced:

Admissions/Marketing Director
Accounts Receivable Manager
Dietary Supervisor

Environmental Supervisor
Personnel Coordinator
Social Services Director

3. Guidelines

The mandatory CSDs shall be implemented, effective January 11, 2010 (Pay Period No. 3, with check date of February 5, 2010). The following options will be available:

A. **Non-Exempt Employees** / Reduction of Hours - Full-time employees listed above, who are non-exempt under the Fair Labor Standards Act, shall reduce their work schedule. The employee will in each pay period, beginning with the pay period starting January 11, 2010 (Pay Period No. 3) through the pay period beginning June 27, 2010 (Pay Period No. 14), reduce the number of hours worked by 6.64 hours per each pay period. Leave shall be considered as leave without pay and as inactive pay status.

Further, full-time employees listed above, who are non-exempt under the Fair Labor Standards Act, will in each pay period, beginning with the pay period starting June 28, 2010 (Pay Period No. 15) through the pay period beginning November 29, 2010 (Pay Period No. 26), reduce the number of hours worked by 6.64 hours per each pay period. Leave shall be considered as leave without pay and as inactive pay status.

B. Exempt Employees / Reduction of Wages- Full-time employees listed above, who are exempt under the Fair Labor Standards Act [refer to the Department of Labor, Wage and Hour Division's Fact Sheet No. 17A] shall have their gross bi-weekly wages for each pay period beginning with pay period starting January 11, 2010 (Pay Period No. 3) through the pay period beginning June 27, 2010 (Pay Period No. 14) reduced by 8.3% (requires a Payroll Change Authorization form). The employee will reduce hours worked by 6.64 hours each pay period. Leave shall be considered as leave without pay and as inactive pay status.

Employees listed in Section 2 who are exempt under the Fair Labor Standards Act shall have the gross bi-weekly wages for each pay period beginning with pay period starting June 28, 2010 (Pay Period No. 15) through the pay period beginning November 29, 2010 (Pay Period No. 26) by 8.3% (requires a Payroll Change Authorization form) and employee will reduce hours worked by 6.64 hours per each pay period. Leave shall be considered as leave without pay and as inactive pay status.

C. New Hires and Terminations/Resignations - Employees who are hired after January 11, 2010, or who separate prior to taking all CSDs, shall have their final pay pro-rated to reflect the actual amount of time off on CSDs.

4. Miscellaneous

Employees so designated must have completed taking their one-hundred and sixty (160) hours of Cost Savings Days no later than December 12, 2010.

Pursuant to Journal Entry dated October 27, 2009, full-time employees who are furloughed shall maintain their full-time status for the purpose for Portage County Health Benefits. Further, under same the Journal Entry, the Board of Commissioners agreed that during a furlough period, vacation and sick leave would continue to accrue at the employee's current rate prior to the furlough.

CSDs shall not be considered a break in service or effect retention points.

CSDs will run concurrent with Family Medical Leave.

Employees on paid injury leave, wage continuation or other extended leave are subject to the CSDs on the same basis as other employees.

Employees who separate from service will be paid out vacation leave at the employee's current rate of pay upon separation. At retirement, an employee is entitled to pay for a portion of earned but unused sick leave at the rate of pay in effect at the time of retirement.

As is the case with other unpaid leaves of absences, if the CSD leave occurs during the employee's "high 3," the employee's earnings are reduced, thereby resulting in a reduction in the employee's annuity. So long as an employee continues to possess an earnable salary of \$250/month, the employee meets the eligibility requirements to continue to receive PERS service credit.

5. Prohibitions

The days and hours of leave should be for a consistent period of time each week and mutually agreed upon by the employee, his/her supervisor and approved by the appropriate Department Director. Each department has the right to determine dates when CSDs will not be allowed due to operational considerations.

Employees must be in an active pay status (regular hours or some form of paid leave) both the day before a holiday and the day after the holiday in order to be eligible to receive holiday pay.

Employees are not eligible to earn overtime or compensatory time while on any type of CSD leave or change in workweek schedule.

Caseloads and/or work assignments will not be adjusted to accommodate a CSD leave or change in workweek schedule.

**Portage County Board of Commissioners
The Woodlands at Robinson
Mandatory Cost Savings Days ("CSD") Program Agreement**

Employee's Name: _____	Department: _____
Employee Status: <input type="checkbox"/> Exempt <input type="checkbox"/> Non-Exempt	
Estimated Cost Savings: \$ _____ (hourly rate including fringe costs, multiplied by the number of hours in CSD Plan)	

By signing this document I indicate my agreement to participate in the following CSD Plan:

Reduction of Hours

I agree to a reduced work schedule beginning _____ (date) and ending _____ (date). I agree to reduce my hours of work from _____ hours per week/per pay period (circle one) to _____ hours per week/per pay period (circle one) during the following weeks/pay periods (circle one):

I understand that this will result in a proportional reduction in pay.

I agree that my hours may be increased as needed. I further understand that I am not entitled to overtime compensation until I work more than forty (40) hours in a workweek in accordance with Portage County's current policy for overtime compensation.

Reduction of Wages

I agree to a reduction of my gross wages by 8.3% for each pay period beginning with the pay period on January 11, 2010 through the pay period beginning November 29, 2010. Subsequently, I will reduce the hours I work by 6.64 hours per each pay period, subject to operational needs. I understand that my hours may be increased as needed.

Cancellation Policy: An agreement under this program can be terminated by the Portage County Board of Commissioners upon ten (10) working days' notice in writing to the employee. Such termination shall not be subject to appeal or grievance.

I hereby acknowledge that I have been given a copy of the Portage County Board of Commissioners / The Woodlands at Robinson's Mandatory Cost Savings Program.

Employee Signature

Date

Date Received: _____ HR Representative: _____

Comments:

Approved

Denied

Appointing Authority Signature: _____

Date; _____

Copy: Employee
Benefits Specialist

Employee's Personnel File
Payroll Department

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RESOLUTION No. 10-0009

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**RE: RESOLUTION GRANTING REGULAR ANNEXATION OF
22.1749 ACRES OF LAND FROM NELSON TOWNSHIP TO
THE VILLAGE OF GARRETTSVILLE (ORIGINALLY
SUBMITTED AS 22.36 ACRES).**

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

- WHEREAS,** on July 30, 2009, at 10:47 AM, a Petition for Regular Annexation, as described in R.C. Chapter 709, was filed with the Clerk of Portage County Board of Commissioners. Said Petition originally sought to annex 22.36 acres of land from Nelson Township to the Village of Garrettsville (owned by Ray and Ruth Sheehan, Joseph Baum III and Lawrence and Charlotte Maggard); and
- WHEREAS,** by Resolution No. 09-0718, dated August 4, 2009, the Board of Commissioners scheduled the required public hearing for Tuesday, October 20, 2009 and notified the agent; and
- WHEREAS,** on September 11, 2009, the Board of Commissioners received correspondence from the Village of Garrettsville, indicating services which the Village is willing and shall provide; and
- WHEREAS,** on September 24, 2009, the Board of Commissioners received correspondence from the County Engineer, discouraging the Board from approving the annexation due to lack of the following information:
- (A) An annexation plat signed and sealed by a Licensed Professional Surveyor of the State of Ohio showing the area to be annexed to the Village of Garrettsville.
 - (B) An annexation metes and bounds description prepared by a License Professional Surveyor of the State of Ohio describing the area to be annexed to the Village of Garrettsville; and
- WHEREAS,** on October 9, 2009, the Attorney for the Agent requested the annexation hearing be postponed in order to meet the requirements of the County Engineer; and
- WHEREAS,** by Resolution No. 09-0953 dated October 13, 2009, the Board of Commissioners amended Resolution No. 09-0718 to change the date and time of the required public hearing from October 20, 2009 to Thursday, December 10, 2009 at 1:00 PM; and
- WHEREAS,** on December 1, 2009, the Board of Commissioners received Resolution No. 2009-57 dated October 14, 2009 expressing the desire of Village of Garrettsville Council to permit the Township of Nelson to retain the real property taxes levied upon the properties should these properties be annexed to the Village of Garrettsville; and

WHEREAS, that during the public hearing, the Portage County Prosecutor’s Office advised that the petition complies with all the legal requirements of a petition for annexation within the Ohio Revised Code; and

WHEREAS, on December 24, 2009, the Portage County Engineer advised the deficiencies commented on at the Public Hearing regarding the plat have been addressed and the plat and description are acceptable for annexation purposes; and

WHEREAS, the Board of Commissioners received no objections to the proposed annexation; now therefore be it

RESOLVED, by the Board of Portage County Commissioners

1. That the Petition for Annexation meets all the requirements set forth in, and was filed in the manner provided in Ohio Revised Code Section 709.02.
2. That the persons who signed the Petition are the owners of the real estate located in the territory proposed for annexation and constitute all of the owners of real estate in that territory.
3. The number of valid signatures on the petition constituted a majority of the owners of real estate in the territory as of the date the petition was filed.
4. The municipality has complied with ORC 709.03 (D), the requirement to adopt by ordinance or resolution and submit a statement indicating what services it will provide and an approximate date it will provide the service to the territory proposed to be annexed, upon annexation.
5. The territory is not unreasonably large.
6. On balance, the general good of the territory proposed to be annexed will be served, and the benefits to the territory proposed to be annexed and the surrounding area will outweigh the detriments to the territory proposed to be annexed and the surrounding area, if the annexation petition is granted.

“Surrounding area” is defined as the territory within the unincorporated area of any township located one-half mile or less from any of the territory proposed to be annexed.
7. No street or highway will be divided or segmented by the boundary line between a Township and the municipality as to create a road maintenance problem. If a street or highway will be so divided or segmented, the municipality has agreed, as a condition of the annexation, that it will assume the maintenance of that street or highway; and be it further

RESOLVED, that pursuant to Ohio Revised Code Section 709.033 (A) (1) to (6) and a preponderance of the substantial, reliable, and probative evidence on the whole

2. Discussion: Annexation of 22.1749 acres Nelson Township to Village of Garrettsville/10-0009 grants the annexation.
3. Does the Board of Commissioners wish to authorize the Portage County Department of Economic Development to pay the 2010 Chamber membership dues on behalf of the Board of Commissioners? (2009 NTE \$800.00)/Not needed – approved on September 29, 2009
4. Does the Board wish to present a proclamation for the retirement of Freedom Township Trustee J.J. Leet on Saturday, January 9, 2010 from 2:00-5:00 PM at the Freedom Town Hall? Mr. Leet will be retiring after 32 years/The Board of Commissioners agreed that the Executive Assistant should prepare the Proclamation.
5. Discussion: Storm Water budget/Bring back
6. Discussion: 09-974 County Holiday Observation Schedule/Hold for review by Attorney Denise Smith

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JOURNAL ENTRIES

January 5, 2010

1. The Board of Commissioners received the December 28, 2009 notice from Linda Marcial, Portage County Board of Elections, indicating that the Board of Elections will be conducting a Special Election on February 2, 2010 and will be open on Saturday, January 30, 2010 from 8:00 AM-12:00 Noon for absentee voting and poll worker supply pick up. (cc: Director Barber, Security).
2. The Board of Commissioners received the December 29, 2009 Amended Certificate of Estimated Resources for the year beginning January 1, 2009 as submitted by the Portage County Budget Commission (cc: Department of Budget & Financial Management).
3. The Board of Commissioners received the December 30, 2009 Certificate of the County Auditor that the Annual Appropriations from each fund does not exceed the Amended Official Certificate of Estimate Resources for the fiscal year beginning January 1, 2009 as presented by the Portage County Budget Commission.
4. The Board of Commissioners received the Equipment/Furniture Inventory as of December 31, 2009 as presented by the Portage County Building Department./Journal Entry not necessary – Board of Commissioners to collect for their files. The Board noted that the department is sending a copy to the County Auditor as well as to the Board of Commissioners in accordance with the December 8, 2009 email instructions from Rebecca Ritterbeck, Portage County Auditor’s Office Director of Fiscal Operations.
5. The Board of Commissioners received the December 31, 2009 correspondence from Sheriff Doak to County Auditor Janet Esposito, regarding a financial report of the previous calendar year for expenditures for the Transportation of Prisoners Account as required by Ohio Revised Code 325.07.

6. The Board of Commissioners received the December 31, 2009 correspondence from Sheriff Doak to County Auditor Janet Esposito, regarding a financial report of the previous calendar year for Furtherance of Justice as required by Ohio Revised Code 325.071.
7. The Board of Commissioners received the monthly record of proceeds and transactions for December 2009 as presented by the Sheriff's Department and required by Ohio Revised Code 325.07.

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REFERRED

January 5, 2010

1. The Board of Commissioners received a Notice of Hearing for Claim No. 97-425270 LT-ACC-PE-COV as presented by the Industrial Commission of Ohio. Referred to Prosecutor's Office and Human Resources.
2. The Board of Commissioners received the December 22, 2009 notice of appeal for Claim No. 07-392769 as presented by the Industrial Commission of Ohio. Referred to Prosecutor's Office and Human Resources.
3. The Board of Commissioners received a Notice of Hearing for Claim No. 02-397713 MO-ACC-PE-COV as presented by the Industrial Commission of Ohio. Referred to Prosecutor's Office and Human Resources.
4. The Board of Commissioners received the December 21, 2009 Notice of Removal of Additional Interest from Policy No. CPP 3023532 26 for Commercial General Liability Coverage Part issued to ME Companies Inc and other named insured as presented by Frankenmuth Insurance Company. Referred to the Human Resources Department.
5. December 21, 2009 correspondence from Michael Hiler, Ohio Department of Development, regarding Portage County's CDBG Economic Development Program Application on behalf of Adellis Ltd./Accurate Fab, LLC. Referred to Grants Administrator.
6. December 22, 2009 correspondence from the Ohio Public Defender, indicating reimbursement for appointed counsel for June 2009 was \$15,165.69 (35%). Referred to Department of Budget & Financial Management.
7. December 18, 2009 correspondence from Larry Solak, Portage County Township Association, regarding the Township's seat on LEPC. Referred to Executive Assistant.
8. January 4, 2010 correspondence from Jason Segedy, AMATS, regarding AMATS Board appointment for 2010. Referred to the Commissioners' Organizational Day Agenda January 11, 2010.

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PLEASE ADD TO THE AGENDA

January 5, 2010

- 1. Request from the County Engineer for a meeting to discuss Township road damage/Clerk to schedule.

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INFORMATION ONLY

January 5, 2010

- 1. December 30, 2009 e-mail from Janet Esposito, County Auditor, advising that the County Treasurer will handle the Law Library transfer of assets to Portage County.

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Journal Entry

January 5, 2010

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

- 1. The Board of Commissioners acknowledged the receipt of the December 28, 2009 notice from Linda Marcial, Portage County Board of Elections, indicating that the Board of Elections will be conducting a Special Election on February 2, 2010 and will be open on Saturday, January 30, 2010 from 8:00 AM-12:00 Noon for absentee voting and poll worker supply pick up. (cc: Director Barber, Security and the Department of Budget & Financial Management).
- 2. The Board of Commissioners acknowledged the receipt of the December 29, 2009 Amended Certificate of Estimated Resources for the year beginning January 1, 2009, as submitted by the Portage County Budget Commission.
- 3. The Board of Commissioners acknowledged the receipt of the December 30, 2009 Certificate of the County Auditor that the Annual Appropriations from each fund does not exceed the Amended Official Certificate of Estimate Resources for the fiscal year beginning January 1, 2009, as presented by the Portage County Budget Commission.
- 4. The Board of Commissioners accepted the recommendation of Grants Administrator Dan Banks and Jen King of Neighborhood Development Services, Inc. and authorized the appointment of the following to the Portage County Housing Advisory Committee:

- Bob Harris, Regional Planning Commission, to replace Eileen Stiffler and Lynne Erickson
- Dick Rowley, Habitat for Humanity, to replace Mary Shaffer
- Tim Martin, Area Agency on Aging, to replace April Davis
- John Kurlich, Cutler Real Estate, realtor

5. The Board of Commissioners acknowledged the receipt of the December 31, 2009 correspondence from Sheriff Doak including the financial report for 2009 of the expenditures for the Transportation of Prisoners Account, as required by Ohio Revised Code 325.07.
6. The Board of Commissioners acknowledged the receipt of the December 31, 2009 correspondence from Sheriff Doak to County Auditor Janet Esposito, including the financial report of the 2009 Furtherance of Justice account, as required by Ohio Revised Code 325.071.
7. The Board of Commissioners acknowledged the receipt of the monthly record of proceeds and transactions for December 2009, as presented by the Portage County Sheriff and required by Ohio Revised Code 325.07.
8. After meeting today in an Executive Session with The Woodlands at Robinson and Human Resources Department Director Karen U'Halie, the Board of Commissioners accepted the recommendation of the Woodlands management and authorized the termination of a part-time STNA for probationary failure, effective January 6, 2010.
9. After meeting today in an Executive Session with The Woodlands at Robinson and Human Resources Department Director Karen U'Halie, the Board of Commissioners accepted the recommendation of the Woodlands management and authorized disciplinary action for a full-time STNA.

Charles W. Keiper II 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 **January 5, 2010**. 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 **12:10 PM**. Commissioner Keiper absent, motion carries.

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The Board of Commissioners reconvened at **2:10 PM** to adopt a resolution presented by the Department of Budget & Financial Management approving a cash advance for the Portage County nursing home/10-0010. It was moved by Christopher Smeiles, seconded by Maureen T. Frederick to adjourn the official meeting at **2:15 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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