

Thursday, January 21, 2010

The Board of Commissioners attended the morning seminar at Kent State University at President Lefton's invitation: Creating the Region's Competitive Advantage: The Economic Impact of Kent State University on Northeast Ohio.

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The Board of County Commissioners met in regular session on **Thursday, January 21, 2010 at 12:55 PM** with the following members present:

Maureen T. Frederick

Christopher Smeiles

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Absent: Commissioner Keiper attending the Streetsboro's Mayor's luncheon

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It was moved by Christopher Smeiles, seconded by Maureen T. Frederick to approve the meeting minutes of the January 19, 2010 meeting. Commissioner Keiper absent, motion carries

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

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PUBLIC COMMENT PERIOD

A number of Sheriff's deputies and correction officers attending with Ohio Patrolman's Benevolent Association Attorney Mike Hostler to discuss the 2010 Sheriff's budget.

Attorney Hostler advised the Board of Commissioners that the requested concessions: forgoing 88 hours in holiday pay, forgoing the anticipated 3% pay increase and a \$250/year uniform allowance, were rejected by the members. He noted that these concessions came to a 7% decrease in pay. He recommended that the Board of Commissioners consider a .25% sales tax increase dedicated to law enforcement, which would be fair for all residents and would also affect out-of-county customers. Attorney Hostler added that the department needs to maintain the current staffing levels for the safety and protection of officers both on patrol and at the jail.

Commissioner Frederick responded that she would not be in favor of imposing a tax solely for law enforcement without first asking the voters to support it. Commissioner Smeiles agreed.

The Commissioners handed out copies of the Portage County General Fund FY 2010 budget showing the original department requests and the approved numbers. The Board of Commissioners agreed that there is no funding available to increase the Sheriff's budget. The Board also agreed that the Sheriff's office would be a priority if additional revenues are certified later this year. Commissioner Smeiles stated that the budget carryover of about \$400,000 includes a local match of \$67,000 for the purchase of ten vehicles for

the Sheriff, obtained via a grant; \$200,000 for the courts for the upcoming murder trials leaving around a \$100,000 balance.

In response to Sheriff Doak's most recent letter asking for an additional \$560,000, which would bring him back to 2009 budget, the Board of Commissioners agreed that they do not have that funding available. Commissioner Smeiles added that the Board of Commissioners cut their own budgets at more than their fair share. Commissioner Smeiles stated that the Sheriff chooses how to spend his budget, not the Board of Commissioners. Concessions are necessary and when the union voted not to accept any concessions that "tied his hands".

1:25 PM Commissioner Keiper attending

When asked if it is necessary to use the county motor pool, which officers believe charges higher amounts for all services, Commissioner Keiper responded that the county does charge a surcharge for services provided that includes salaries for the Motor Pool staff and Internal Services. He added that the vehicles are publicly owned and titled by the Board of Commissioners; the Board of Commissioners is responsible for all maintenance and record-keeping. The Motor Pool is on track with the Board directive to make certain that all county-owned vehicles are safe.

Commissioner Smeiles added that he has notified Major Missimi that the Sheriff's repair charges in 2009 were similar to the repair charges in 2008 but fuel consumption has decreased by 50,000 gallons. Grants Administrator Dan Banks stated that the ten new Sheriff's vehicles will be added savings with the reduction on repair/maintenance services. Mr. Banks is looking at all available grants for officer funding.

An unidentified officer stated that the union turned down the concessions because the Sheriff's administrative staff was making no concessions.

Commissioner Keiper noted that everyone is concerned about the budget but noted that the county must have a balanced budget. He agreed that, if money becomes available, the Sheriff's office is a priority. He also told the deputies that he believes that the Sheriff is hard-working and honest and is always fighting on behalf of his officers adding that the Sheriff has a remarkable level of commitment to officers.

Commissioner Smeiles added that the Sheriff must also provide inmate medical care. Commissioner Frederick reminded the group about the upcoming murder cases, which will cost the county.

Attorney Hostler again recommended that the Board of Commissioners consider a .25% sales tax increase dedicated to law enforcement. E-Portage Reporter Sal Pitera stated that he has talked to a number of residents about such an increase and all have responded "no way".

The Commissioners thanked the officers for attending today's meeting and allowing the Board to answer their questions.

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1:55 PM Recessed to Solid Waste Management

2:35 PM Board of Commissioners Reconvened

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INTERNAL SERVICES

Present: JoAnn Townend

Resolutions

1. Enter into an amendment no. 2 with Family & Community Services to provide in-home intervention services “fast track) for JFS for 11/1/09 to 10/31/10./10-0061
2. Enter into an amendment no. 2 with Family & Community Services to provide parenting service “parent project” for JFS for 11/1/09 to 10/31/10./10-0062
3. Enter into an amendment no. 1 for with Children’s Advantage for in-home counseling services for JFS for 11/1/09 to 10/31/10./10-0063
4. Enter into an agreement with the Auditor of State LGS Division for conversion of data for the preparation of financial statements for Portage County for the years ending 2009 and 2010./10-0064
5. Enter into an agreement with Maximus to prepare the indirect cost allocation plan based upon year-end financial data for the year 2009 to be used for the basis of recovery in 2011./10-0065
6. Enter into an agreement for back-up plans examiner services with the Oak Group for the Building Department./10-0066
7. Approve specifications and set the bid date for providing the Streetsboro WWTP chlorine contact tank and the tertiary filter tank gate rehabilitation for the Water Resources Dept./10-0067
8. Award the bid for pharmaceuticals to Absolute Pharmacy Inc. for the Woodlands at Robinson./10-0068

The Board of Commissioners discussed the draft resolution presented today by the Water Resources Department authorizing the department to adopt a policy for tracking and use of vendor reward points and bonus programs. The Director noted that the Water Resources Department received points for items purchased; the points are used to “buy” items like microwaves, coffee pots, etc. for departmental use. There is no policy in place for this. The Director added that it is possible that the department could receive a credit on the next purchase in lieu of the points. The Board of Commissioners agreed to send the draft to the Prosecutor for review and comment.

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HUMAN RESOURCES

Present: Karen U’Halie

2:50 PM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Christopher Smeiles**, seconded by **Maureen T. Frederick** that the Board of Commissioners move into executive session to consider a The Woodlands at Robinson employee discipline issue and a workers’ compensation issue. **Also**

present: Human Resources Department Director Karen U’Halie. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

3:10 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: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

After exiting executive session, the Board approved a Journal Entry.

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The Board of Commissioners received the Portage County H1N1 Response Update, as presented by Health Commissioner Porter.

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Commissioner Frederick noted that the Neighborhood Development Services, Inc. is preparing two proposals for the GAPP RFQ for Business Service Representation. The Otto Group may also present a proposal.

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RESOLUTION No. 10-0056 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

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

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Internal Auditor or other designee on January 21, 2010 in the total payment amount of **\$307,792.72 for Funds 0001-8101** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

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

Roll call vote as follows:

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

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RESOLUTION No. 10-0057

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RE: WIRE TRANSFER APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

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

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Internal Auditor or other designee on January 21, 2010 in the total payment amount as follows:

1. \$284,575.34 for Medical Mutual Claims-Fund 7101; and

as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

RESOLVED, that the Board of Commissioners authorizes the wire transfer for the charges relating to health benefits, as presented by the Portage County Auditor’s Office:

Wire Transfer on Friday, January 22, 2010 \$ 284,575.34

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. 10-0058

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RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

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

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

WHEREAS, there are other similar financial transactions defined as journal vouchers/entries that are dissimilar in that they are used to pay for charges for services from one county

department and/or fund to another department and/or fund and thus are processed in lieu of issuing a warrant, and

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

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

01/20/10	301	\$ 11,335.72
01/20/10	302	150.00
Total		11,485.72

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; Christopher Smeiles, Yea; Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0059 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.

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

WHEREAS, Ohio Revised Code Section 5705.41 (D)(1) authorizes the expenditure of moneys, provided a certificate of the County Auditor is supplied stating that there was at the time of the making of such contract or order and at the time of the execution of such certificate a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances (Then and Now Certification), and

WHEREAS, the Then and Now Certification is recommended by the State Auditor’s Office, the Portage County Auditor’s Office, and the Portage County Prosecutor’s Office, and

WHEREAS, a listing of expenditures, attached hereto as Exhibit “A” and incorporated herein by reference, has been certified by the County Auditor according to Ohio Revised Code section 5705.41 (D)(1); now therefore be it

RESOLVED, that the expenditures listed herein are properly certified by the County Auditor in the amount of **\$177,969.41** as set forth in Exhibit “A” dated **January 21, 2010** shall be paid; and be it further

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

Voice Vote as Follows:

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

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RESOLUTION No. 10-0060 - RE: AUDITOR CERTIFICATION FOR PORTAGE CHILDREN’S SERVICES RENEWAL 0.49 MILL LEVY.

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

WHEREAS, the Portage County Department of Job & Family Services Children’s Services Division requests that the Board of Commissioners place on the ballot at the next Primary Election on May 4, 2010 a renewal 0.49 mill for the benefit of the Portage County Children’s Services; now therefore be it

RESOLVED, that the Board of Portage County Commissioners pursuant to R.C. section 5705.03, requests that the Portage County Auditor certify to the Board the total current tax valuation of the subdivision, and the dollar amount of revenue that would generated by the renewal levy of county wide 0.49 mill for five years commencing with the 2010 tax year; 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 inclusive of R.C. section 121.22.

Voice vote as follows:

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

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RESOLUTION No. 10-0061

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RE: ENTER INTO AMENDMENT NO. 2 BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND FAMILY & COMMUNITY SERVICES, INC. FOR IN-HOME INTERVENTION SERVICES (“FAST TRACK”).

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

- WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20080453 (the “Original Contract”) by Resolution No. 08-1188 to provide immediate in-home services to stabilize a family and prevent removal of children from their homes (referred to as “FAST TRACK”); and
- WHEREAS,** an Amendment No. 1 was entered into on April 14, 2009 through Resolution No. 09-0296; and
- WHEREAS,** the parties desire to amend the Original Contract to continue such services; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby enter into Amendment No. 2 between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services (“PCDJFS”) and Family & Community Services, Inc. (“PROVIDER”) extend the agreement one (1) additional year from November 1, 2009 through October 31, 2010; and be it further
- RESOLVED,** that PCDJFS agrees to pay PROVIDER for services rendered at a rate not to exceed a total of One thousand eight hundred and 00/100 dollars (\$1,800.00) per family for FAST TRACK for the first one hundred twenty (120) days of service for a maximum of one hundred (100) families; and, if a ninety (90) days extension is approved by PCDJFS, a payment of an additional One thousand one hundred and 00/100 dollars (\$1,100.00) will be made per family for a maximum of fifty (50) families; and be it further
- RESOLVED,** that the total amount of this Agreement is not to exceed Two hundred thirty-five thousand and 00/100 dollars (\$235,000.00); and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Voice vote as follows:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 10-0064

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RE:

ENTER INTO AN AGREEMENT WITH LOCAL GOVERNMENT SERVICES DIVISION OF THE AUDITOR OF STATE OF OHIO FOR CONVERSION OF DATA FOR THE PREPARATION OF FINANCIAL STATEMENTS FOR PORTAGE COUNTY FOR THE YEARS ENDING 2009 and 2010.

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

WHEREAS, the Portage County Board of Commissioners desires to complete the conversion of data for the preparation of financial statements for Portage County for the years ending 2009 and 2010; and

WHEREAS, the Local Government Services Division of the Auditor of State of Ohio desires to enter into an agreement to provide such services for the years 2009 and 2010; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into an agreement with the Local Government Services Division of the Auditor of State of Ohio for the completion of the conversion of data for the preparation of financial statements for Portage County for the years ending 2009 and 2010 as stipulated in the agreement; and be it further

RESOLVED, that the service under this agreement shall not exceed Sixteen thousand and 00/100 dollars (\$16,000.00) for each year; and be it further

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

Voice vote as follows:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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Voice vote as follows:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 10-0069

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RE:

A RESOLUTION TO AUTHORIZE THE PORTAGE COUNTY ENGINEER TO EXECUTE LOCAL PUBLIC AGENCY (LPA) AGREEMENT No. 23323 WITH THE DIRECTOR OF THE OHIO DEPARTMENT OF TRANSPORTATION FOR THE RESURFACING OF CABLELINE ROAD, SECTIONS E, F AND G, IN PARIS AND PALMYRA TOWNSHIPS, PORTAGE COUNTY.

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

WHEREAS, the Portage County Engineer has secured 80% federal funding from the County Engineers Association of Ohio (CEAO) CSTP Program for the resurfacing of Cableline Road, Sections E, F and G, in Paris and Palmyra Townships, Portage County, and

WHEREAS, the Portage County Engineer has received LPA Agreement No. 23323 from the Director of the Ohio Department of Transportation for said project, and

WHEREAS, the LPA Agreement provides for the direct payment to the Contractor of the federal funds for appropriate work completed on the project, now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby authorize the Portage County Engineer to enter into LPA Agreement No. 23323 with the Director of the Ohio Department of Transportation to access federal funds to pay the Contractor for work completed on the project known as the Cableline Road Resurfacing Project, located in Paris and Palmyra Townships, Portage County, and be it further

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

Voice vote as follows:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 10-0070 - RE: ACCEPTANCE OF DONATION TO THE OFFICE OF THE PORTAGE COUNTY DOG WARDEN.

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

WHEREAS, The office of the Portage County Dog Warden received a donation of \$2,000 from Mrs. Gretta Hoover on January 11, 2010; now therefore be it

RESOLVED, The Board of Portage County Commissioners does hereby accept the donation on behalf of the Portage County Dog Warden'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 meetings 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. 10-0071 - RE: ACCEPT THE UNITED STATES DEPARTMENT OF HEALTH & HUMAN SERVICES ADMINISTRATION OF CHILDREN AND FAMILIES FOR THE FAMILY CONNECTION DISCRETIONARY GRANT (CFDA # 93.605) ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES.

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

WHEREAS, the Board of Commissioners adopted Resolution No. 09-0591 on June 25, 2009 authorizing the Portage County Department of Job & Family Services to submit a grant application for the Family Connection Discretionary Grant program through the United States Department of Health & Human Services Administration;

WHEREAS, the grant award is Two Hundred Sixty Thousand Dollars (\$260,000.00) with a local match obligation of Sixty Five Thousand Dollars (\$65,000.00) with a grant period for this project is of September 1, 2009 through August 31, 2012; now therefore be it

RESOLVED,

that the Portage County Board of Commissioners hereby accepts the grant (Award No. 90CF0024/01) to provide financial support to the Portage County Social Services' Kinship Navigator services program as follows:

BUDGET YEAR	FEDERAL FUNDS	LOCAL MATCH	TOTAL
09/30/09-09/29/10	\$97,500.00	\$32,500.00	\$130,000.00
09/30/10-09/29/11	\$97,500.00	\$32,500.00	\$130,000.00
09/30/11-09/29/12	\$65,000.00	\$65,000.00	\$130,000.00

; and be it further

RESOLVED,

that the local match for this grant project will be provided by the Portage County Jobs and Family Services; and be it further,

RESOLVED,

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

Voice vote as follows:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 10-0072

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RE: CREATE FUND 1416, JFS KINSHIP NAVIGATOR

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

WHEREAS,

it has become necessary to create a new fund in order to properly control the processing of financial related transactions related to the JFS Kinship Navigator Grant, and

WHEREAS,

the County Auditor has assigned fund number 1416 to the JFS Kinship Navigator Grant; now therefore be it

RESOLVED,

that Fund 1416, JFS Kinship Navigator be created, and be it further

RESOLVED,

that a certified copy of this resolution be filed with the County Auditor, Portage County Job & Family Services, 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.

Voice vote as follows:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTIONS

January 21, 2010

1. Approval of Meeting Minutes from the January 19, 2010 regular Board Meeting as presented.
2. Approve the Bills as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./10-0056
3. Approve the wire transfer as presented by the County Auditor./10-0057
4. Approve the Journal Vouchers as presented by the County Auditor./10-0058
5. Approve Then & Now as presented by the County Auditor./10-0059

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INVITATIONS/MEETING NOTICES

January 21, 2010

1. Invitation from the Torchbearers for the 7th Annual Celebration on Thursday, February 25, 2010, 5:30-7:30 PM, InfoCision Stadium Summa Field, First Merit Foundation Club Level, The University of Akron.
2. Invitation from the League of Women Voters of Kent for the Public Officials Reception on Friday, February 5, 2010, 5:00-7:00 PM, The Tannery, Acorn Alley, Kent.
3. Invitation from Willis for the Benefits Boot Camp of employee benefits on Thursday, March 4, 2010, Embassy Suites, Independence, 8:00 AM.
4. Invitation from NACo for the 2010 Legislative Conference Saturday-Wednesday, March 6-10, 2010, Washington DC.

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INCOMING CORRESPONDENCE

DISCUSSION

January 21, 2010

1. DRAFT RESOLUTION: January 19, 2010 correspondence from Anita Herington, Job and Family Services, including a draft resolution for Auditor Certification for Portage Children's Services Renewal 0.49 mill levy./10-0060
2. January 19, 2010 correspondence from Sheriff David Doak, regarding an "official request" for additional funding in the amount of \$560,000.00/Referred to Department of Budget and Financial Management for their files and information/Commissioner Smeiles to draft a response to the Sheriff.
3. Does the Board wish to appoint a representative to the CCAO Standing Committees during 2010? Completed forms requested on or before Saturday, January 30, 2010/Each Commissioner to respond
4. January 19, 2010 request by Dale Hluch, PRIMERICA, regarding the purchase of County owned property in Randolph Township (Parcel No. 28-056-00-00-014-002)/Water Resources Department Director Harold Huff advised the Board of Commissioners that his department purchased the lot for \$750 and has no future plan to use it. The Board of Commissioners agreed that the Internal Services Director should prepare the necessary paperwork to declare this lot excess and advertise the sale beginning at \$750. .
5. January 19, 2010 e-mail from Charlene Badger, Executive Assistant, regarding the Census committee. Does the Board wish to schedule an appointment with a representative from the Ohio Census/The Board of Commissioners agreed that the Executive Assistant should meet with the representative and bring a recommendation to the Board of Commissioners as to the committee membership.
6. The Board of Commissioners noted the receipt of the January 20, 2010 memo from General Services Director Jim Manion detailing the changes in the Maintenance Department's Housekeeping Unit effective February 8, 2010.

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JOURNAL ENTRIES

January 21, 2010

1. Board of Commissioners' authorization requested to pay the January 7, 2010 Invoice for Professional Services rendered during December 2009 for \$ 240.00 as requested by Clemans Nelson & Associates, Inc. and approved by the Human Resources Department Director Karen U'Halie.
2. January 15, 2010 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, 2010 as presented by the Portage County Auditor's Office.
3. The Board of Commissioners received the Portfolio Report for December 2009 as presented by the Portage County Treasurer.

4. Board of Commissioners' authorization requested to allow use of the Portage County Administration Building's Parking Lot on June 25, 2010 from 11:30 AM-6:00 PM for the Schwans Ice Cream Fundraiser Event as requested by the Portage County Job and Family Services.
5. The Board of Commissioners received the Weekly Report of Kennel population for the week ending January 17, 2010 as presented by Dave McIntyre, Dog Warden. The Board of Commissioners acknowledged the receipt of \$250 in Court Donations, \$2,832 in License Sales and \$173 for Impound fees.
6. The Board of Commissioners received the 2009 Annual Report, as presented by the Portage County Prosecutor's Office.

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REFERRED

January 21, 2010

1. January 15, 2010 correspondence from the Portage County Regional Airport Authority, requesting financial support for Fiscal Year 2010 for \$4,000.00. Referred to Department of Budget and Financial Management.
2. January 14, 2010 memo from Michael Hiler, Ohio Department of Development, including a signed Grant Extension for Grant No. B-F-08-062-1. Referred to Regional Planning Commission and the Grants Administrator.
3. January 2, 2010 correspondence from Howard Mangold, to Portage County Municipal Court and the Eleventh District Court of Appeals regarding the Portage Animal Protective League. Referred to Denise Smith.

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PLEASE ADD TO THE AGENDA

January 21, 2010

1. DRAFT RESOLUTION: Authorized the Portage County Water Resources Department to adopt a policy for tracking and use of vendor reward points and bonus programs/Hold for Prosecutor review.
2. Board of Commissioners' authorization requested to allow use of the Portage County Administration Building 1st Floor Lobby on Thursday, January 28, 2010 from 7:30 AM-11:30 AM for a bake sale as requested by the Portage County Senior Center. (Requests 3 tables and 4 chairs)/Journal Entry.
3. Board of Commissioners' signature requested on the payment authorization form for Sherwin Williams for purchase and installation of 3,390 square foot commercial carpeting for the Portage County Senior Center located at 705 Oakwood Street, Ravenna, for \$ 5853.38 as requested by the Regional Planning Commission. The B-F-08-062-1 Formula Grant #06 Senior Center is funding this expense. Documents reviewed by the Grants Administrator with no exceptions noted/Journal Entry.

4. DRAFT RESOLUTION: Accept donation to the Office of the Portage County Dog Warden from Mrs. Gretta Hoover for \$2,000.00/10-0070
5. January 13, 2010 correspondence from several Portage County seniors regarding support of the Portage County Senior Center and its Director, Sally Kelly.
6. DRAFT RESOLUTION: Accept the US Department of Health & Human Services Administration of Children and Families for the Family Connection Discretionary Grant (CFDA #93.605) on behalf o the Portage County Department of Job and Family Services (Portage County Social Services' Kinship Navigator services program) (Grants Administrator)/10-0071
7. Board of Commissioners' authorization requested to have Commission Keiper sign the Ohio Public Works Commission Appendix E Disbursement Request for and Certification, Request #8 for the OPWC Project known as KEN 193 Middlebury Road Bridge Replacement, CGS07 as requested by the Portage County Engineer/Journal Entry.
8. DRAFT RESOLUTION: Authorize the Portage County Engineer to execute Local Public Agency (LPA) Agreement No. 23323 with the Director of the Ohio Department of Transportation for the resurfacing of Cableline Road, Sections E, F & G in Paris and Palmyra Townships, Portage County (County Engineer)/10-0069.
9. Board of Commissioners' authorization requested to have Commissioner Keiper sign the 2008 Ohio Neighborhood Stabilization Program Status Report on Grant Activity to Date for Grant No. B-Z-08-062-1 as requested by the Regional Planning Commission. Documents reviewed by the Grants Administrator with no exceptions noted/Journal Entry.
10. Board of Commissioners' authorization requested to allow the electronic submission of the Financial Status Report to the US Department of Justice Office of Justice Program (OJP) for JAG/Byrne Disparate Grant No. 2007-DJ-BX-1414 (Sheriff's Department) for grant period of October 1, 2006 to September 30, 2010 as presented by Dan Banks, Grant Administrator/Journal Entry.
11. Board of Commissioners' authorization requested to allow the electronic submission of the Financial Status Report to the US Department of Justice Office of Justice Program (OJP) for JAG/Byrne Disparate Grant No. 2009-DJ-BX-1192 (Sheriff's Department) for grant period of October 1, 2008 to September 30, 2012 as presented by Dan Banks, Grant Administrator/Journal Entry.
12. DRAFT RESOLUTION: Create Fund 1416 JFS Kinship Navigator (Department of Budget & Finance)

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INFORMATION ONLY

January 21, 2010

1. January 8, 2010 memo from the Office of the Ohio Public Defender, regarding the Cost Allocation amount for the Public Defender’s Office beginning January 2010 is \$6,041.75.
2. January 13, 2010 memo from Shelley Wilson, Ohio Department of Taxation, regarding reappraisals and triennial updates for real property.
3. January 13, 2010 correspondence from Jack Rosati Jr., Bricker and Eckler, including an article from Bricker and Eckler LLP’s monthly construction newsletter titled “Construction Issues Facing Public Owners – The New Black”.

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PROSECUTOR

January 21, 2010

1. January 2010 correspondence from Vic Vigluicci, regarding the Prosecutor’s Staff for 2010/Information only.

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Journal Entry

January 21, 2010

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

1. The Board of Commissioners authorized payment of the January 7, 2010 Invoice for Professional Services rendered during December 2009 for \$240.00, as requested by Clemans Nelson & Associates, Inc. and approved by the Human Resources Department Director Karen U’Halie.
2. The Board of Commissioners acknowledged the receipt of the January 15, 2010 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, 2010, as presented by the Portage County Auditor.
3. The Board of Commissioners acknowledged the receipt of the Portfolio Report for December 2009, as presented by the Portage County Treasurer.
4. The Board of Commissioners authorized the use of the Portage County Administration Building’s Parking Lot on June 25, 2010 from 11:30 AM-6:00 PM for the Schwans Ice Cream Fundraiser Event, as requested by the Portage County Job and Family Services.
5. The Board of Commissioners acknowledged the receipt of the Weekly Report of Kennel population for the week ending January 17, 2010, as presented by Dog Warden Dave McIntyre. The Board of Commissioners also acknowledged the receipt of \$250 in Court Donations, \$2,832 in License Sales and \$173 for Impound fees.

6. The Board of Commissioners acknowledged the receipt of the 2009 Annual Report, as presented by the Portage County Prosecutor.
7. The Board of Commissioners authorized the use of the Portage County Administration Building 1st Floor Lobby on Thursday, January 28, 2010 from 7:30 AM-11:30 AM for a bake sale, as requested by the Portage County Senior Center. (Requests 3 tables and 4 chairs).
8. The Board of Commissioners signed the payment authorization form for Sherwin Williams for the purchase and installation of 3,390 square feet of commercial carpeting for the Portage County Senior Center, 705 Oakwood Street in Ravenna at a cost of \$5,853.38, as presented by the Regional Planning Commission. The B-F-08-062-1 Formula Grant #06 Senior Center is funding this expense. Documents reviewed by the Grants Administrator with no exceptions noted.
9. The Board of Commissioners authorized Commission Keiper to sign the Ohio Public Works Commission Appendix E Disbursement Request for and Certification, Request #8 for the OPWC Project known as KEN 193 Middlebury Road Bridge Replacement, CGS07, authorizing payment of \$461.98 to the Trispan Corporation of New Middletown, Ohio, as presented by the Portage County Engineer.
10. The Board of Commissioners authorized Commissioner Keiper to sign the 2008 Ohio Neighborhood Stabilization Program Status Report on Grant Activity to Date for Grant No. B-Z-08-062-1, as presented by the Regional Planning Commission. Documents reviewed by the Grants Administrator with no exceptions noted.
11. The Board of Commissioners authorized the electronic submission of the Financial Status Report to the US Department of Justice Office of Justice Program (OJP) for the JAG/Byrne Disparate Grant No. 2007-DJ-BX-1414 (Sheriff's Department) for the grant period of October 1, 2006 to September 30, 2010, as presented by Dan Banks, Grant Administrator.
12. The Board of Commissioners authorized the electronic submission of the Financial Status Report to the US Department of Justice Office of Justice Program (OJP) for the JAG/Byrne Disparate Grant No. 2009-DJ-BX-1192 (Sheriff's Department) for the grant period of October 1, 2008 to September 30, 2012, as presented by Dan Banks, Grant Administrator.
13. On January 14, 2010, the Board of Commissioners approved the following Journal Entry:

Habitat for Humanity received \$40,000 in 2008 CHIP funding for the acquisition of two lots for two new homes. Neighborhood Development Services, Inc. staff has advised the Board of Commissioners that these units will not be completed before the grant period expires.

After meeting today with Neighborhood Development Services, Inc. staff, the Board of Commissioners accepted the Neighborhood Development Services, Inc. recommendation and authorized the return of 2008 CHIP funds to the State in the amount of \$40,000, awarded to Habitat for Humanity of Portage County, so that the next round of funding is not impacted.

The Board of Commissioners authorized the use of the balance of the Section 17 RLF to replace the CHIP funds for this repayment, noting that the remaining \$3,000 will have to be paid by Habitat for Humanity.

The Board of Commissioners agreed to send a letter to the Habitat for Humanity Board of Directors cautioning them that the 2008 CHIP funds must be returned to the state to avoid jeopardizing future Portage County funding.

Today, the Board of Commissioners agreed that the Section 17 RLF will fully fund this repayment with Habitat for Humanity of Portage County signing a new mortgage and promissory note.

14. After meeting in an Executive Session today with Human Resources Department Director Karen U'Halie, the Board of Commissioners authorized the hire of Attorney Timothy C. Campbell of Akron, Ohio to represent the County at a hearing for current Workers' Compensation Case No. 04-364319. The Board of Commissioners noted that Attorney Denise Smith of the Portage County Prosecutor's Office is aware of this hire and has no objection.

All in favor, motion carries.

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We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting on **January 21, 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 **3:25 PM**. All in favor, motion carries.

Charles W. Keiper II, President

Maureen T. Frederick, Board Member

Christopher Smeiles, Vice President

Deborah Mazanec, Clerk

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