

Thursday, January 28, 2010

The Board of County Commissioners met in regular session on **Thursday, January 28, 2010 at 9:45 AM** with the following members present:

Charles W. Keiper II

Maureen T. Frederick

Christopher Smeiles

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It was moved by Christopher Smeiles, seconded by Maureen T. Frederick to approve the meeting minutes of the January 26, 2010 meeting. All in favor, motion carries

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

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JUDGE ENLOW

Judge Enlow is meeting today with the Board of Commissioners to recommend that the Board of Commissioners suspend juror fees (currently \$15/day) effective immediately for the Common Pleas and Municipal Courts due to the downturn in the economy. Judge Enlow noted that some surrounding counties have already taken similar action. The courts would use the currently budgeted juror fees of \$33,010 for the costs in the ten upcoming murder trials. Judge Enlow agreed to contact Judges Carnes, Fankhauser and Poland to make certain that they are comfortable with this recommendation. Judge Enlow noted that both Judge Oswick and Judge Pittman are in agreement with this proposed suspension. The Judge also noted that the county would still have to pay to sequester jurors. He added that the Public Defender's Office cannot represent any of the murder defendants since they are representing some of the witnesses in these trials. There will be attorney fees, expert witness fees, etc.

The Board of Commissioners will consider two resolutions next week suspending the juror fees in both courts, pending a review by Attorney Denise Smith.

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EXECUTIVE ASSISTANT

The Executive Assistant attending to discuss the February 2nd Leadership Team agenda.

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INTERNAL SERVICES

Present: JoAnn Townend

Discussion

The Director advised that the Health Professional Limited contract at the jail runs out this year but includes a one-year option requiring a price re-negotiation. The company will not agree to hold the pricing the same for 2010. The Board of Commissioners agreed to go out to bid for this service since the company will not negotiate pricing. The Director has checked with Sheriff's staff for comment on the services provided; she has not heard back yet but noted the savings as well as no comment on the services provided.

The Director noted that she has made the suggested changes to the Bowen agreement for the Kent Muni Court design. The Board of Commissioners meets with Bowen & Associates for the fee negotiation on February 4, 2010.

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Resolutions

1. Enter into an amendment no. 3 with Family & Community Services to amend the maximum number of units for FTM and Court Appearance services within the Domestic Violence Services Agreement./10-0091
2. Enter into an amendment no. 2 with Coleman Professional Services to provide child and adult emergency reporting services for JFS for 11/1/09 to 10/31/10./10-0092
3. Enter into an agreement with Wage Works (formerly MHM Resources LLC) to provide administrative services for the Portage County Employee section 125 flexible spending account plan for 2010./10-0093
4. Set the bid date for the sale of unused/excess real estate located in Randolph Township owned by the Portage County Commissioners./10-0094
5. Award the bid and enter into an agreement with Iron Mountain for document scanning & indexing services of Public Assistance records for JFS./10-0095

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HUMAN RESOURCES

Present: Karen U'Halie

1. The Director noted that the Supervisory Orientation Sessions for LifeServices Employee Assistance Program were completed yesterday with 93 employees attending, although no Sheriff's staff attended. The Director will offer a simpler training for those departments not attending.
2. The Board of Commissioners approved the policy regarding the Acceptance of Employee Resignations/Journal Entry

10:44 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 a WIC 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.

10:50 AM Upon conclusion of the above referenced discussion, it was moved by **Christopher Smeiles**, seconded by **Maureen T. Frederick** that the Board of Commissioners moves out of executive session. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

After exiting executive session, the Board took action by Journal Entry approving WIC increases.

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JOB & FAMILY SERVICES

Present: Anita Herington

- I. The process has begun for the .49 Mill Child Welfare Levy on May 4, 2010 Ballot; the deadline is February 18, 2010 for submission to the Board of Elections. The Budget Commission has certified an amount \$300,000 less than the 2009 numbers for 2010. The Director stated that this is a very important levy.
- II. The Board of Commissioners agreed that the Director should contact IT CIO Brian Kelley and ask that he place information about the Ohio Benefit Bank on the main page of the county’s website.
- III. The Director advised that she received the January 15, 2010 correspondence from John Fernandez, US Department of Commerce, regarding grant assistance eligibility. She suggested that the Board of Commissioners host a meeting with all parties ASAP to move this forward and agree on the focus of the grant. The Board of Commissioners agreed that the Grants Administrator should investigate this grant ASAP and then host a meeting.
- IV. The Director advised that she is in the process of a restructuring of the Public Assistance Department to have both unit and processing aides available due to the heavy workload, effective Monday, February 1st.

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MAINTENANCE

Present: Tim Miller, Jim Manion

Housekeeping

The Directors presented the draft memo to Elected Officials and Departments regarding the change of Housekeeping Services from an evening shift to a daytime shift beginning February 8, 2010. The Board of Commissioners approved the pay increase and additional responsibilities for Carol Schofield, as recommended.

New Door Control System Interface with Fire Control

Director Miller noted that there is an issue with the new door control system interface with the fire control system at the Jail in that the system releases all locked doors 60 seconds after the alarm goes off. The alarm system is not interacting correctly with the doors requiring the replacement of the fire alarm panel at a cost of between \$8,000 - \$10,000. The alarm goes off, the doors open and the system cannot be reset. B & C perform the reset on-site with a laptop computer; Commissioner Smeiles asked if the county could purchase a laptop for this purpose . Mr. Miller responded that using a county laptop would only be a short-term fix and that the Mantua-Shalersville Fire Department Chief/Inspector may not accept that “fix”. The Board of Commissioners agreed that if this purchase is made, we must make certain that the new panel can accommodate additional upgrades.

Director Miller received a call from Ashton Sound about the Riddle Block fire alarm system; they cannot find/purchase the parts required to repair the current system. It will cost \$14,000 to replace the system, which is about 15 years old.

Neither of these expenses is in the budget; the Director needs at least \$25,000 for either repairs or replacement of these two fire systems. The City Fire Inspector wants this fix as quickly as possible, although the Board noted that smoke detectors are in place and are hard-wired in at the Riddle Block.

Director Miller advised that a pump is out at the Riddle Block – his staff trying to find a replacement in Akron.

Department of Budget & Financial Management Director Audrey Tillis attending.

Director Tillis suggested that the Sheriff and/or the Maintenance Department take the money from their current budget/the Board of Commissioners will discuss this issue on Tuesday, February 2nd.

Kent Muni Court

Commissioner Smeiles advised Director Miller that during a recent walk-thru at the Kent Courthouse, Judge Poland showed him water marks on the ceiling of his office. Mr. Miller has the contractor coming to look at the courtroom leak and will have him look at the Judge’s office, as well. Commissioner Smeiles also asked that staff replace the air vent filters, which need attention. At the front door at the sally port, the marble is broken up and is lying on the floor. The Board would like Maintenance to cut a piece of wood and install it as a façade to make it look better.

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11:40 AM In accordance with the Ohio Rev. Code Ann. (121.22(G)(1), it was moved by **Christopher Smeiles**, seconded by **Maureen T. Frederick** that the Board of Commissioners move into executive session to discuss a Sheriff’s bargaining issue, compensation and threatened litigation with Portage County Prosecuting Attorney Victor Viglucci. Also attending: Department of Budget & Financial Management Director Audrey Tillis. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

12:40 PM 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, Yea; Maureen T. Frederick, Yea.

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

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RESOLUTION No. 10-0081 - **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 28, 2010 in the total payment amount of **\$320,158.18 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. 10-0082 - 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 28, 2010 in the total payment amount as follows:

- 1. \$120,674.00 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 29, 2010 \$ 120,674.00

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 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. 10-0083 - 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:

01/28/10	669	\$ 6,831.15
01/28/10	668	15,861.47
01/28/10	667	19,867.37
01/24/10	637	7,361.71
01/27/10	627	2,207.38
01/27/10	626	30.00
01/27/10	625	1,742.59
01/27/10	624	421,285.50
01/27/10	628	24,687.00
		\$ 499,874.17

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. 10-0084 - 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 **\$158,090.20** as set forth in Exhibit “A” dated **January 28, 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. 10-0085 - RE: REDUCE LOAD LIMITS 35% ON ALL COUNTY AND TOWNSHIP ROADS IN PORTAGE COUNTY, EFFECTIVE JANUARY 28, 2010, OR AS SOON THEREAFTER AS SIGNS ARE POSTED.

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

WHEREAS, due to the traditional freeze-thaw cycle brought about by winter weather and the commencement of the break-up of roads, Mr. Michael A. Marozzi, Portage County Engineer, has requested this Board of Portage County Commissioners to reduce the load limits on all County and Township roads as indicated above; now therefore be it

RESOLVED, that in accordance with Section 5577.07 of the Revised Code of Ohio, the maximum weight of vehicles and axle loads for motor vehicles permitted by the law shall be reduced 35% on all County and Township roads in Portage County, effective January 28, 2010 or as soon thereafter as the Portage County Engineer and/or Township Trustees can post the maximum weights. The reduced load limits will continue during the period of excessive moisture and freezing and thawing or until further action by this Board of Portage County Commissioners, and be it further

RESOLVED, that the Clerk of this Board be and is hereby directed to file certified copies of the above resolution with the County Engineer and the Chairmen of all Boards of Township Trustees in Portage County.

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. 10-0086

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RE: ACCEPT PROPOSAL OF MS CONSULTANTS, INC. AND ENTER INTO AGREEMENT FOR PROVIDING PROFESSIONAL SERVICES FOR THE PROJECT KNOWN AS CONSTRUCTION TESTING/INSPECTION FOR THE BRADY LAKE ROAD BRIDGE REPLACEMENT, LOCATED IN FRANKLIN TOWNSHIP, PORTAGE COUNTY, OHIO.

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

WHEREAS, the Portage County Board of Commissioners, by Resolution No. 09-0415, authorized the announcement of the request for proposals for professional services for the ***Construction Testing/Inspection for the Brady Lake Road Bridge***; and

WHEREAS, the Portage County Board of Commissioners authorized the Portage County Engineer, by Resolution No. 09-0859, to enter into contract negotiations between

the Portage County Commissioners and ms consultants, inc. to provide professional services for the **Construction Testing/Inspection for the Brady Lake Road Bridge**; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby accept the proposal of ms consultants, inc. and authorizes the Portage County Engineer to enter into an engineering agreement for providing professional services for the **Construction Testing/Inspection for the Brady Lake Road Bridge**; and be it further

RESOLVED, that said professional services will be performed by ms consultants, inc., 333 East Federal Street, Youngstown, OH 44503-1821 for a Cost Plus Fee of \$105,707.00; and be it further

RESOLVED, that 90% of said cost will be reimbursed to the Portage County Engineer through the Ohio Department of Transportation, and be it further

RESOLVED, that the Portage County 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; Christopher Smeiles, Yea; Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0087 - RE: TO AUTHORIZE THE PORTAGE COUNTY ENGINEER TO APPLY FOR FEDERAL SURFACE TRANSPORTATION PROGRAM (STP) FUNDS PROGRAMMED BY THE AKRON METROPOLITAN AREA TRANSPORTATION STUDY (AMATS) TO IMPROVE SANDY LAKE ROAD (CH 89) FROM MELOY ROAD (CH 92) TO LAKEWOOD ROAD (CH 151) IN ROOTSTOWN TOWNSHIP, PORTAGE COUNTY, OHIO.

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

WHEREAS, the Akron Metropolitan Transportation Study (AMATS) requires the adoption of legislation by the governing body of the applicant to submit Surface Transportation Program (STP) fund applications and execute contracts; and

WHEREAS, the Portage County Engineer has prepared an application for STP funds for full depth repairs and the resurfacing of Sandy Lake Road (CH 89) from Meloy Road (CH 92) to Lakewood Road (CH 151) in Rootstown Township, Portage County, Ohio; and

WHEREAS, the Board of Portage County Commissioners is the governing body; now therefore be it

RESOLVED, that the Board of Portage County Commissioners hereby authorizes the Portage County Engineer to apply for federal Surface Transportation Program (STP) funds programmed by the Akron Metropolitan Area Transportation Study (AMATS) for the following project:

SANDY LAKE ROAD RESURFACING

The purpose of this project is to improve Sandy Lake Road by making full depth repairs at locations of complete pavement failure, plane pavement to provide uniform cross slope and resurface pavement with 2.75 inches of asphalt concrete and construct 2' paved berms from Meloy Road (CH 92) to Lakewood Road (CH 151) at a total estimated cost of \$648,490.00

and be it further

RESOLVED, that the Portage County Engineer acknowledges and understands the AMATS “Funding Policy Guidelines” and confirms to the best of its knowledge that the information contained in the project application is accurate, that it intends to diligently pursue that project, and that a local share is required to match federal funds, 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. 10-0088

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* RE: **ACCEPT PROPOSAL OF ENGELS GUIDE, INC. AND ENTER INTO AGREEMENT FOR PROVIDING PROFESSIONAL SERVICES FOR THE PROJECT KNOWN AS THE CARTOGRAPHICALLY STYLED GEODATABASE OF THE PORTAGE COUNTY HIGHWAY MAP**

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

- WHEREAS,** the Portage County Board of Commissioners, by Resolution No. 09-0878, authorized the announcement of the request for proposals for professional services for the ***Cartographically Styled Geodatabase of the Portage County Highway Map***; and
- WHEREAS,** the Portage County Board of Commissioners authorized the Portage County Engineer, by Resolution No. 09-1087, to enter into contract negotiations between the Portage County Commissioners and Engels Guide, Inc. to provide professional services for the ***Cartographically Styled Geodatabase of the Portage County Highway Map***; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners does hereby accept the proposal of Engels Guide, Inc. and authorizes the Portage County Engineer to enter into an engineering agreement for providing professional services for the ***Cartographically Styled Geodatabase of the Portage County Highway Map***; and be it further
- RESOLVED,** that said professional services will be performed by Engels Guide, Inc., 357 River Road, Ft. Thomas, KY 41075 for a Lump Sum Fee of \$15,900.00; and be it further
- RESOLVED,** that the Portage County 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;	Christopher Smeiles, Yea;	Maureen T. Frederick, Yea;
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RESOLUTION No. 10-0089	-	RE: ACCEPT TECHNICAL AND FEE PROPOSAL OF M. NEFF DESIGN GROUP AND ENTER INTO AGREEMENT FOR PROVIDING PROFESSIONAL SERVICES FOR THE <u>POWDERMILL ROAD IMPROVEMENTS</u>) PROJECT, LOCATED IN FRANKLIN TOWNSHIP, PORTAGE COUNTY, OHIO.

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

- WHEREAS,** Franklin Township received notice of financial assistance from Ohio Public Works Commission for the ***Powdermill Road Improvements*** Project, and

WHEREAS, the Portage County Engineer, for Franklin Township, requested a technical and fee proposal from **M. Neff Design Group** to provide Engineering Services on the **Powdermill Road Improvements** Project, and

WHEREAS, the Portage County Engineer, upon review of the proposal from **M. Neff Design Group** recommends that said proposal be accepted by the Board of Portage County Commissioners; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby accept the technical and fee proposal of **M. Neff Design Group** and authorizes the Portage County Engineer to enter into an engineering agreement for providing professional services for the **Powdermill Road Improvements** Project; and be it further

RESOLVED, that said professional services will be performed by **M. Neff Design Group** 14855 Broadway, Suite 100-2B, Maple Heights, OH 44137 for a Not to Exceed Fee of \$23,995.00 plus miscellaneous clerical work for a total cost less than \$25,000.00; and be it further

RESOLVED, that Franklin Township will reimburse the Portage County Engineer all costs associated with these engineering services; and be it further

RESOLVED, that the Portage County 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;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0090

RE: AMENDMENT TO THE NON GENERAL FUND 2010 ANNUAL APPROPRIATION RESOLUTION NO. 09-1170 ADOPTED DECEMBER 17, 2009.

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 2010 Annual Appropriation in the amounts and for the purposes set forth in the enumeration shown below,

		<u>Increase</u>	<u>Decrease</u>
Fund:	1263 Home Rehab Grant		
	010 Commissioners Other		
	12634 Home Rehab Grant CS	40,000	7,208
	MEMO TOTAL	<u><u>\$ 40,000</u></u>	<u><u>\$ 7,208</u></u>
Note:	Adj to Grant Award		Unused Portion of Grant
Fund:	1285 KBA RLF CDBG Micro Enterprise		
	001 Commissioners		
	12854 KBA RLF CDBG Micro Enterpri CS	0	20,000
	12858 KBA RLF CDBG Micro Enterpri DE	20,000	0
	MEMO TOTAL	<u><u>\$ 20,000</u></u>	<u><u>\$ 20,000</u></u>
Note:	MOVE BUDGET TO WHERE NEEDED		NEW LOAN
Fund:	1470 Area Agency On Aging		
	055 Senior Center		
	14707 Area Agency On Aging OE	0	635
	MEMO TOTAL	<u><u>\$ -</u></u>	<u><u>\$ 635</u></u>
Note:	ADJUSTMENT		
Fund:	1471 Senior Farmers Market Nutritio		
	055 Senior Center		
	14714 Senior Farmers Market Nutri CS	1,239	0
	MEMO TOTAL	<u><u>\$ 1,239</u></u>	<u><u>\$ -</u></u>
Note:	RETURN UNUSED GRANT		
TOTAL MEMO BALANCE FOR ALL FUNDS		<u><u>\$ 61,239</u></u>	<u><u>\$ 27,843</u></u>

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and be it further,

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

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

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

Roll call as Follows:

Charles W. Keiper II, Yea;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0091

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RE: ENTER INTO AMENDMENT NO. 3 BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND FAMILY & COMMUNITY SERVICES, INC. TO AMEND THE MAXIMUM NUMBER OF UNITS FOR FTM AND COURT APPEARANCE SERVICES WITHIN THE DOMESTIC VIOLENCE SERVICES (“SAFER SOLUTIONS/PEACEFUL SOLUTIONS”) CONTRACT.

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. 20090276 (the “Original Contract”) by Resolution No. 09-0422 to provide services to stabilize a family and prevent removal of children from their homes by providing domestic violence counseling and other treatment (“Safer Solutions/Peaceful Solutions”); and

WHEREAS, an Amendment No. 1 was entered into on November 10, 2009 through Resolution No. 09-0991; and

WHEREAS, an Amendment No. 2 was entered into on December 1, 2009 through Resolution No. 09-1070; 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. 3 between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services (“PCDJFS”) and Family & Community Services, Inc. (“PROVIDER”) for the period November 1, 2009 through October 31, 2010; and be it further

RESOLVED, that PCDJFS and PROVIDER mutually agree to amend the maximum number of units for FTM and Court Appearance services stated in Amendment No. 2 from one hundred sixty (160) units to one hundred (100) units at a unit rate of Ninety and 00/100 dollars (\$90.00) per hour, or a total service cost of Nine thousand and 00/100 dollars (\$9,000.00); and be if further

RESOLVED, that the total amount of this Agreement is not to exceed Sixty-six thousand one hundred twenty and 90/100 dollars (\$66,120.90); 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;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0092

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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 COLEMAN PROFESSIONAL SERVICES FOR CHILD AND ADULT EMERGENCY REPORTING SERVICES.

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. 20090248 (the “Original Contract”) by Resolution No. 09-0241 to provide emergency response in situations where child and adult abuse and neglect may be

occurring, stabilize a family and prevent removal of children from their homes and link families to other community services; and

WHEREAS, an Amendment No. 1 was entered into on October 20, 2009 through Resolution No. 09-0938; 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 Coleman Professional Services (“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 a total of six thousand four hundred fifty-three (6,453) units, where a unit is defined as an hour of telephone line coverage, at a unit rate of Five and 29/100 dollars (\$5.29) per unit; and be it further

RESOLVED, that the total amount of this Agreement is not to exceed Thirty-four thousand one hundred thirty-six and 37/100 dollars (\$34,136.37); 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;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0093

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RE:

ENTER INTO AN AGREEMENT WITH WAGE WORKS (FORMERLY MHM RESOURCES, LLC) TO PROVIDE ADMINISTRATIVE SERVICES FOR THE PORTAGE COUNTY EMPLOYEE SECTION 125 FLEXIBLE SPENDING ACCOUNT (FSA) PLAN FOR 2010.

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

WHEREAS, the original agreement between the parties was entered into by Resolution No. 07-0010 on January 4, 2007, and known as Portage County Contract No. 20070184 to provide third

party administrative services in the processing of Section 125 Flexible Spending Account (FSA) Plan claims; and

WHEREAS, the parties mutually agreed to continue the services; and

WHEREAS, fees for 2010 have been determined to be \$10,500.00 for administrative services; \$128,000.00 for employee elections for medical expense reimbursements and \$17,000.00 for employee elections for dependent care expense reimbursements; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to allow the agreement between the Board of Commissioners and Wage Works (formerly MHM Resources, LLC) for the provision of FSA third party administrative services at the annual fee of \$155,500.00 for 2010; 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 §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. 10-0094 - RE: TO SET BID DATE FOR THE SALE OF UNUSED/EXCESS REAL ESTATE LOCATED IN RANDOLPH TOWNSHIP OWNED BY THE PORTAGE COUNTY COMMISSIONERS

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

RESOLVED, that parcel No. 28-056-00-00-014-002 consisting of approximately .0.017 acres located in Randolph Township, Ohio declared as County owned unused/excess property under the jurisdiction of the Board of Commissioners is for sale to be sold to the highest bidder; and be it further;

RESOLVED, that sealed bids, therefore, will be accepted by the Portage County Director of Internal Services, 7th floor-room 701, Portage County Administration Building, 449 South Meridian St., Ravenna, Ohio until 3:00 p.m., E.S.T. on March 10, 2010; and be it further

RESOLVED, that the notice of receiving bids shall be published in the Record Courier on February 5, 12, 19 and 26, 2010 and a copy thereof be posted on the County's website and bulletin board of the Board forthwith; 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; Christopher Smeiles, Yea; Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0095 - RE: AWARD THE BID AND ENTER INTO AGREEMENT WITH IRON MOUNTAIN FOR PUBLIC ASSISTANCE DOCUMENT SCANNING AND INDEXING SERVICES FOR 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, twenty-three (23) companies picked up specifications for public assistance document scanning and indexing services for the Portage County Department of Job & Family Services; and

WHEREAS, On December, 2, 2009 the Portage County Internal Services Department received five (5) bids; and

WHEREAS, upon review of the bids received, it is the recommendation of the Portage County Director of Internal Services that the bid of Iron Mountain be accepted as the best bid received; now therefore be it

RESOLVED, that the Board of Commissioners hereby agrees to accept and award the bid and enter into an agreement with Iron Mountain, 5101 B Naiman Parkway, Solon, OH 44139, for public assistance document scanning and indexing services for the Portage County Department of Job and Family Services at a cost of \$.059 per document; 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.

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;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0097

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RE:

RESOLUTION TO AMEND THE BY-LAWS OF THE PORTAGE COUNTY BOARD OF BUILDING APPEALS, REPLACING THE BY-LAWS ADOPTED BY BOARD OF COMMISSIONERS' RESOLUTION NO. 02-0865.

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

WHEREAS,

the Portage County Board of Commissioners appointed the first Portage County Board of Building Appeals on May 6, 1999 with Resolution No. 99-324; and

WHEREAS,

the Board of Building Appeals is to hear and decide appeals of orders, decisions, or determinations made by the Chief Building Official relating to the Portage County Electrical and Heating Ventilating and Air Conditioning Contractors Licensing Regulations and Portage County Building Regulations not in conflict with the Ohio Basic Building Code. The Board members are qualified by experience and training to pass upon matters to building construction and are not employees of the jurisdiction; and

WHEREAS, the members of the Board of Building Appeals desire to establish procedures that would assist them in the performance of their duties, and the Board of Commissioners desires to provide to the Board of Building Appeals By-Laws for this purpose; and

WHEREAS, the Board of Commissioners adopted Resolution No. 02-0865 on October 3, 2002 establishing the member terms and the By-Laws for the Board of Building Appeals; now therefore be it

RESOLVED, that the Portage County Board of Commissioners does hereby amend the By-Laws for the Portage County Board of Building Appeals to reflect changes made and attached hereto as Exhibit "A"; and be it further

RESOLVED, that these By-Laws replace the version of the By-Laws adopted with Resolution 02-0865; and be it further

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

Voice vote as follows:

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

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BY-LAWS OF THE PORTAGE COUNTY BOARD OF BUILDING APPEALS
RESOLUTION NO. 10-0097
EXHIBIT "A"

I NAME

The name of this organization shall be hereafter referred to as the Portage County Board of Building Appeals or the Portage County Building Board of Appeals (alternately referred to as "the Board").

II PURPOSE

The Portage County Board of Building Appeals is organized for the purposes of hearing variances from the Residential Code of Ohio, the Portage County Flood Damage Reduction Regulations, and any other decision of the Chief Building Official over which this Board may have jurisdiction under Ohio law.

III MEMBERSHIP

A. Representation

1. A total of seven (7) Board members and (3) alternate Board members, who are not employees of the County, and who are appointed by the Board of Portage County Commissioners, consisting of:
 - a) Three (3) homeowners;
 - b) One registered architect or professional engineer registered in Ohio;
 - c) One electrical contractor registered in Portage County;
 - d) One HVAC contractor registered in Portage County;
 - e) One contractor/builder;
 - f) Three (3) alternates, each having experience or expertise in either architecture, engineering, electrical, HVAC or some other area related to the construction and equipment of buildings and structures.
2. An alternate member may serve in place of any regular member when a member is not available for a meeting, regardless of the alternate's experience or area of expertise, and shall act in any capacity that a member is entitled to when replacing a member. The Chair shall appoint the alternate based on the order of sign-in to the meeting. An alternate member may participate in any meetings of the Board, regardless of whether a regular member is absent, but may not vote unless replacing a member.

B. Appointments

Appointments shall be for three (3) year terms. A member shall hold office from the date of appointment until the end of the appointed term; however, he/she shall continue in office following the term expiration date until his/her successor takes office or until sixty days have elapsed, whichever occurs first.

C. Vacancies

Any vacancy shall be filled for the unexpired term in the same manner in which the member was originally designated or chosen. If a member misses three (3) consecutive meetings or more than fifty percent (50%) of the meetings in one year, he/she may, at the option of the Board of County Commissioners, be considered to have resigned, and shall not be counted in the numerical requirements for a quorum, unless or until a successor has been appointed.

IV ORGANIZATION

The Board shall have as its officers a chairperson and vice-chairperson. The Board shall select annually at its December meeting one (1) of its members to serve as its chairperson, and one (1) of its members to serve as its vice-chairperson, said terms to begin on January 1st of each year. Each shall hold office until his/her successor is elected. The chairperson shall preside at all meetings of the Board, and the vice-chairperson shall perform the duties of the chairperson in case of his/her absence.

V QUORUM

A simple majority (four members) of the Board shall constitute a quorum to transact business and any vacancy shall not impair the right of remaining members to exercise authority. In the event that a quorum is not present within one-half hour of the start time of a meeting, the chairperson shall have the option to cancel the meeting and reschedule as necessary.

Any action taken by the Board at any meeting of the Board must be approved by a majority of Board members present at the meeting. In the event of a tie vote, the action shall be deemed defeated.

VI DISQUALIFICATION

No member of the Board shall vote on any question involving a specific job on which the member of the member's employer or employee is or has been engaged or involved as a contractor or materials dealer or superintendent, or for which the member or his employer or employee has prepared plans or specifications or in which the member has or has had any personal or financial interest whatsoever. Such member shall leave the hearing room until the appeal has been completed.

VII POWERS AND DUTIES

This Board shall conduct a hearing for any person adversely affected by any order, decision or ruling of the Chief Building Official relating to a violation of either the Residential Code of Ohio, or the Portage County Flood Damage Reduction Regulations. In conducting such hearing, the Board of Building Appeals shall have the authority to affirm, modify or reverse the order, decision or ruling of the Chief Building Official.

The Board of Building Appeals shall also have the authority to grant a variance from the terms of these rules where the variance would not be contrary to the public interest and where a literal enforcement of such rules would result in unnecessary hardship.

In the case where a member must abstain from a hearing provided for herein, and this causes the loss of the quorum, the hearing will be cancelled and rescheduled within thirty (30) days.

If, upon completion of a hearing provided for herein, the Board feels that it does not have sufficient information necessary for it to make its decision, the Board may continue the hearing, until the next scheduled meeting. The Board may request that either the applicant or the Chief Building Official, or both, provide additional information.

VIII RULES OF PROCEDURE

- A. The Board may adopt its own rules of procedure.
- B. The records of all proceedings of the Board shall be maintained in accordance with the Portage County Commissioners' Schedules of Records Retention and Disposition and available to the public.
- C. A copy of the minutes of the proceedings of an appeal hearing and a copy of the decision resulting from such a hearing shall be signed by the chairperson and secretary of the Board and shall be sent by certified mail or otherwise to the appellant or applicant, as the case may be. A like copy of the minutes and decision shall be filed in the Building Department and shall be open for public inspection.
- D. All hearings taking place in connection with decision concerning the Flood Damage Reduction Regulations shall be conducted in accordance with Section 5.0 of those regulations.
- E. The Board may add to or amend the by-laws by a majority vote of its members, with the exception of Section V Quorum, Section VI Disqualification, and Section VII Powers and Duties, which may only be added to or amended by a resolution of the Portage County Board of Commissioners.
- F. Applicants shall provide the following determinations to allow the Board to grant a variance:
 - 1. Must show that a practical difficulty or hardship will occur if not granted.
 - 2. That granting a variance will not be a substantial detriment to the public.
 - 3. That exceptional circumstances or conditions apply to this particular property and building.

IX MEETINGS OF THE BOARD

- A. Regular meetings. The Board shall hold regularly scheduled quarterly meetings, on dates designated by the chairperson, in the previous December, for the upcoming calendar year.

- B. Special meetings. Special meetings shall be called upon receipt of a request for hearing, by the chairperson, or upon the request of any two (2) members of the Board.

- C. Notice. The secretary of the Board shall mail or deliver written notice of each regular or special meeting to the members not more than (10) days nor less than five (5) days prior to such meeting. A proposed agenda shall be included in said mailing.
 - 1) Legal notice shall be provided for all regular meetings. Notice of such regular meetings shall be published in an electronic calendar posted on the webpage of the Portage County Building Department.

 - 2) Notice shall be provided for all special meetings. The secretary shall arrange for notice to be published in local newspapers of general circulation informing the public of the date, time, location and purpose of the meeting, at least ten (10) days in advance of the meeting. The secretary shall also contact local newspapers of general circulation and any other media outlets that have requested such notice, by telephone and/or facsimile at least twenty-four (24) hours in advance of the meeting, and shall provide information as to the date, time, location and purpose of the special meeting.

- D. Determination not to hold a regular meeting. The Board may determine not to hold a regularly scheduled meeting. Determination not to hold any such meeting shall be the responsibility of the Chairman of the Board, who shall take appropriate measures to notify each Board Member and other standard participants of such regular meetings of the possibility of not holding the meeting. Notwithstanding any of the following, the Board shall hold the regularly scheduled meeting if the Chairman is advised by a member of the Board of the need to discuss new business, or by the secretary of the need to hold a hearing.

If the Board needs to cancel a special meeting for which a hearing is scheduled, the Board shall cancel the meeting and reschedule it for another time. Notice of such cancellation and rescheduling shall take place in the manner set forth in Paragraph C. 2) of this Section IX.

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RESOLUTIONS

January 28, 2010

1. Approval of Meeting Minutes from the January 26, 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./10-0081
3. Approve the wire transfer as presented by the County Auditor./10-0082
4. Approve the Journal Vouchers as presented by the County Auditor./10-0083
5. Approve Then & Now as presented by the County Auditor./10-0084
6. Reduce load limit 35% on all County and Township Roads in Portage County effective January 28, 2010 or as soon thereafter as signs are posted. (County Engineer)./10-0085
7. Accept proposal of MS Consultants Inc and enter into an agreement for providing professional services for the project known as construction testing/inspection for the Brady Lake Road Bridge Replacement located in Franklin Township, Portage County, Ohio. (County Engineer)./10-0086
8. Authorize the Portage County Engineer to apply for Federal Surface Transportation Program (STP) funds programmed by the Akron Metropolitan Area Transportation Study (AMATS) to improve Sandy Lake Road (CH 89) from Meloy Road (CH 92) TO Lakewood Road (CH 151), Rootstown Township, Portage County, Ohio. (County Engineer)./10-0087
9. Accept proposal of Engels Guide Inc. and enter into an agreement for providing professional services for the project known as the cartographically styled geodatabase of the Portage County Highway Map (County Engineer)./10-0088
10. Accept technical and fee proposal of M. Neff Design Group and enter into an agreement for providing professional services for the Powdermill Road Improvements project, located in Franklin Township, Portage County, Ohio (County Engineer)./10-0089
11. Amendment to the Non General Fund 2010 Annual Appropriation resolution no. 09-1170 adopted December 17, 2009./10-0090

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INVITATIONS/MEETING NOTICES

January 28, 2010

1. Invitation from Cobalt Community Research to participate in a nonprofit research coalition designed to provide citizen feedback to help navigate budget and planning challenges. Program overview schedule as follows (30 minute webinar)

Wednesday, January 20, 2010	2:30 PM (EST)
Thursday, February 4, 2010	10:30 AM (EST)
Wednesday, March 3, 2010	10:30 AM (EST)

2. Invitation for the Eagle Scout Court of Honor for Broc Benner, Cody Cleary and Robert Fathaur on Sunday, March 7, 2010, 2:00 PM at St. Joseph's Church, Mantua. (cc: Executive Assistant).
3. Invitation from the Ohio Attorney General's Office for the Consumer protection seminar on Thursday, March 4, 2010, 8:45 AM, Renaissance Columbus.
4. Invitation from Job and Family Services for the annual National Social Worker Appreciation Month training on Wednesday, March 17, 2010. Does the Boar wish to attend to make a presentation at the beginning of the training or before lunch? (cc: Executive Assistant for proclamation).

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INCOMING CORRESPONDENCE

DISCUSSION

January 28, 2010

1. January 25, 2010 e-mail from Janet Esposito, County Auditor to Jon Barber, Office of Homeland Security and Emergency Management Agency, regarding procedure for Giant Eagle card use/Information only.
2. Does the Board wish to nominate an outstanding business for the Greater Akron Chamber's Excellence in Business Award? Nominations forms must be returned by Tuesday, February 16, 2010/Each commissioner to respond.
3. Does the Board wish to complete a three part survey presented by The University of Oklahoma Department of Political Science/Forward to the Executive Assistant for Leadership Team response.

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JOURNAL ENTRIES

January 28, 2010

1. The Board of Commissioners received the Certificate of Estimated Property Tax Revenues for the renewal levy of 0.49 mill for the purpose of Child Welfare to be placed on the ballot at the May 4 2010 election, as presented by the Portage County Auditor.
2. The Board of Commissioners received the Weekly Report of Kennel population for the week ending January 24, 2010 as presented by Dave McIntyre, Dog Warden. The Board of Commissioners acknowledged the receipt of \$300 in Court Donations, \$3,001 in License Sales and \$308 for Impound fees.
3. Board of Commissioners' authorization requested to have Commissioner Keiper sign the Ohio Water Development Authority LGA Payment Instruction Form for West Branch Mobile Home Park Wastewater Treatment Plant (OWDA Loan Number 5521) as requested by the Department of Budget and Financial Management.
4. Board of Commissioners' authorization requested to sign the quarterly subgrant report addressed to the Ohio Office of Criminal Justice Services for the Domestic Violence Intervention Project VAWA Grant No. 2008-WF-VA8-8222 supporting both the Domestic Violence Assistant Prosecutor in addition to the Outreach Advocate for Safer Futures as presented by Carole Beaty, Family & Community Services. Documents reviewed by Department of Budget and Financial Management with no exceptions noted.

5. The Board of Commissioners received an electronic filed copy of the Annual Performance report addressed to the Ohio Office of Criminal Justice Services for the VAWA Grant No. 2008-WF-VA8-8222 for the Domestic Violence Intervention Project covering the grant period of January 2009-December 2009 as presented by Director Carole Beaty, Family & Community Services. Documents reviewed by Department of Budget and Financial Management with no exceptions noted.
6. The Board of Commissioners received the January 22, 2010 Journal Entry Order to initiate Reappraisals for Tax Year 2012 as presented by the Ohio Department of Taxation. (copies have been sent to County Auditor, Treasurer, and Prosecutor by Ohio Department of Taxation).
7. Board of Commissioners' authorization requested to have Commissioner Keiper sign the file copy of the electronic financial status report to the US Department of Justice Office of Justice Programs (OJP) for the Arrest Grant No. 2007-WE-AX-0048 for the Advocate, Train & Respond Collaborative grant for the period of October 1, 2009 through December 31, 2009, and authorized the electronic filing, as presented by Carole Beaty, Family & Community Services. Documents reviewed by Department of Budget and Financial Management with no exceptions noted.
8. Board of Commissioners' authorization requested to have Commissioner Keiper sign the file copy of the electronic semi-annual progress report to the US Department of Justice Office on Violence Against Women for the Arrest Grant No. 2007-WE-AX-0048 for the Advocate, Train & Respond Collaborative grant for the period of July 2009 through December 2009, and authorized the electronic filing, as presented by Carole Beaty, Family & Community Services. Documents reviewed by Department of Budget and Financial Management with no exceptions noted.
9. The Board of Commissioners received the resignation of Dave Vaughan from the local WIA Board effective January 26, 2010. (cc: Executive Assistant).
10. Board of Commissioners' authorization requested to pay \$200 for the 2010 Membership Renewal for Commissioner Keiper as an Organizational Member in the Ohio Economic Development Association (OEDA).
11. Board of Commissioners' authorization requested to allow use of the 3rd Floor Veteran Services Office on Monday, February 22, 2010 from 4:30-7:00 PM for a Commission Meeting as requested by Robert Park, Veteran Services.
12. The Commissioners received the January 26, 2010 Amended Certificate of Estimated Resources for the year beginning January 1, 2010 as submitted by the Portage County Budget Commission (cc: Department of Budget & Financial Management).
13. Board of Commissioners' authorization requested to pay Invoice No. AR90560 dated December 31, 2009 for contract base rate charge for the December 30, 2009 to December 29, 2010 billing period for \$ 2,844.00 & contract overage charge from December 30, 2008 to December 29, 2009 overage period \$128.09; total \$2,972.09 for the Commissioners front office copier (Tag No. CA892) as presented by Copeco.

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REFERRED

January 28, 2010

- 14. The Board of Commissioners received the Owner/Tenant Statement of balance due for water usage at County owned properties for January 2010 as presented by the City of Ravenna. Referred to Internal Services Director.
- 15. January 14, 2010 correspondence from Michael Hiler, Ohio Department of Development, including the Notice of Project Specific Release of Funds Respecting Environmental Grant Conditions for Grant No. B-F-09-062-1. Referred to Grants Administrator, Department of Budget and Financial Management, and Regional Planning Commission.
- 16. January 21, 2010 correspondence from Meredith Knueve, Bricker and Ecker, Attorneys At Law, regarding sewer/water charges at Maple Wood Care Centre. Referred to Water Resources Department.
- 17. January 19, 2010 correspondence from Steven Grossman, Ohio Water Development Authority, regarding West Branch Mobile Home Park Wastewater Treatment Plant Loan. Referred to Department of Budget and Financial Management, Grants Administrator, and Water Resources Department. (see above Journal Entry)
- 18. January 23, 2010 correspondence from Boy Scout Troop 575, regarding the Court of Honor for Eagle Scout Broc Benner, Cody Cleary and Robert Fathaur. Referred to Executive Assistant.
- 19. January 22, 2010 correspondence from Rick Bissler, PARTA, regarding the PARTA Board of Trustees. Referred to the Executive Assistant.
- 20. January 24, 2010 correspondence from Michael DeLuke, regarding the Robinson Memorial Hospital Board of Trustees appointment. Referred to the Executive Assistant.
- 21. January 15, 2010 correspondence from John Fernandez, US Department of Commerce, regarding grant assistance eligibility. Referred to Grants Administrator, Job and Family Services, Economic Development, and NEFCO/The Board of Commissioners agreed that the Grants Administrator should host a meeting with all parties ASAP to move this forward and agree on the focus of the grant. The Board of Commissioners agreed that the Grants Administrator should investigate this grant ASAP.

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PLEASE ADD TO THE AGENDA

January 28, 2010

- 1. DRAFT RESOLUTION: Replace Resolution No. 10-0071 to correct the local match amount and 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./10-0096

2. DRAFT RESOLUTION: Resolution to amend the by-laws of the Portage County Board of Building Appeals, replacing the by-laws adopted by the Board of Commissioners' Resolution No. 02-0865./10-0097
3. January 27, 2010 e-mail from Jon Barber, Office of Homeland Security and Emergency Management, regarding radio communications/The Board of Commissioners agreed to schedule a meeting.
4. January 27, 2010 e-mail from William Ulik, Economic Development, regarding the Portage Development Board of Directors noting that Attorney George Sarkis advises that a Board resolution is not necessary to appoint the members as the PDB will elect directors at organizational meeting.
5. January 27, 2010 email from Attorney Christopher Meduri advising that the Board of Commissioners should not adopt a resolution to allow the acceptance of a reward or gift, as proposed by the Portage County Water Resources Department/Forwarded to the Internal Services Director for her files and information.
6. The Health Commissioner presents his weekly H1N1 Response Update to the Board of Commissioners/Information only.

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INFORMATION ONLY

January 28, 2010

1. January 20, 2010 correspondence from Sally Kelly, Senior Center to Diane Kane, requesting donation for an Art Instructor.
2. Undated correspondence (received January 25, 2010) from R. Jeffrey Kimball, L.R. Kimball, regarding a slight name change from L. Robert Kimball & Associates to L.R. Kimball.
3. January 26, 2010 memo from Audrey Tillis, Department of Budget and Financial Management, regarding her filing of the Office of Justice Program – Recovery Act Performance Reports for the following Grants:

Grant No.	Period	Amount	Program
2009-RA-D01-2184	July-Sept. 2009	\$59,038.00	Portage C. Collaboration of Adv.
2009-RA-D01-2184	Oct.-Dec. 2009	\$59,038.00	Portage C. Collaboration of Adv.
2009-RA-A02-2286	July-Sept. 2009	\$202,500.00	Vehicles
2009-RA-D01-2286	Oct.-Dec. 2009	\$202,500.00	Vehicles
2009-RA-A02-2323	July-Sept. 2009	\$59,038.00	Courtroom Deputies
2009-RA-A02-2323	Oct.-Dec. 2009	\$59,038.00	Courtroom Deputies

4. January 26, 2010 correspondence from Todd Peetz, Regional Planning Commission to Wendall Schulda, in response to the Board's request for review and comment on Mr. Schulda's correspondence regarding unfinished developments.

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PROSECUTOR

January 28, 2010

1. January 26, 2010 email from Denise Smith advising that the Municipal Court's Special Project Fund is restricted by the Court's Journal Entry. Modification to change the purpose or use of the fund can be made by the Court/Information only.
2. January 26, 2010 e-mail from Denise Smith, regarding recent Sheriff's FOJ Expenditure on Portage County K-9 Program/Information only.
3. January 26, 2010 e-mail from Denise Smith, including a signed settlement and release agreement for Common Pleas Case No. 2008 CV 01442, approved by Board Resolution 09-1166/Information only.

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Journal Entry

January 28, 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 Certificate of Estimated Property Tax Revenues for the renewal levy of 0.49 mill for the purpose of Child Welfare to be placed on the ballot at the May 4 2010 election, as presented by the Portage County Auditor.
2. The Board of Commissioners acknowledged the receipt of the Weekly Report of Kennel population for the week ending January 24, 2010, as presented by Dog Warden Dave McIntyre. The Board of Commissioners acknowledged the receipt of \$300 in Court Donations, \$3,001 in License Sales and \$308 for Impound fees.
3. The Board of Commissioners authorized Commissioner Keiper to sign the Ohio Water Development Authority LGA Payment Instruction Form for West Branch Mobile Home Park Wastewater Treatment Plant (OWDA Loan Number 5521), as presented by the Department of Budget and Financial Management.
4. The Board of Commissioners authorized Commissioner Keiper to sign the quarterly subgrant report addressed to the Ohio Office of Criminal Justice Services for the Domestic Violence Intervention Project VAWA Grant No. 2008-WF-VA8-8222 supporting both the Domestic Violence Assistant Prosecutor in addition to the Outreach Advocate for Safer Futures, as presented by Carole Beaty, Family &

Community Services. Documents reviewed by Department of Budget and Financial Management with no exceptions noted.

5. The Board of Commissioners acknowledged the receipt of the electronically filed copy of the Annual Performance report addressed to the Ohio Office of Criminal Justice Services for the VAWA Grant No. 2008-WF-VA8-8222 for the Domestic Violence Intervention Project covering the grant period of January 2009-December 2009, as presented by Director Carole Beaty, Family & Community Services. Documents reviewed by Department of Budget and Financial Management with no exceptions noted.
6. The Board of Commissioners acknowledged the receipt of the January 22, 2010 Journal Entry Order to initiate Reappraisals for Tax Year 2012, as presented by the Ohio Department of Taxation.
7. The Board of Commissioners authorized Commissioner Keiper to sign the file copy of the electronic financial status report to the US Department of Justice Office of Justice Programs (OJP) for the Arrest Grant No. 2007-WE-AX-0048 for the Advocate, Train & Respond Collaborative grant for the period of October 1, 2009 through December 31, 2009, and authorized the electronic filing, as presented by Carole Beaty, Family & Community Services. Documents reviewed by Department of Budget and Financial Management with no exceptions noted.
8. The Board of Commissioners authorized Commissioner Keiper to sign the file copy of the electronic semi-annual progress report to the US Department of Justice Office on Violence Against Women for the Arrest Grant No. 2007-WE-AX-0048 for the Advocate, Train & Respond Collaborative grant for the period of July 2009 through December 2009, and authorized the electronic filing, as presented by Carole Beaty, Family & Community Services. Documents reviewed by Department of Budget and Financial Management with no exceptions noted.
9. The Board of Commissioners acknowledged the receipt of the letter of resignation of Dave Vaughan from the local WIA Board effective January 26, 2010.
10. The Board of Commissioners authorized payment of \$200 for the 2010 Membership Renewal for Commissioner Keiper as an Organizational Member in the Ohio Economic Development Association (OEDA).
11. The Board of Commissioners authorized the use of the 3rd Floor Veteran Services Office on Monday, February 22, 2010 from 4:30-7:00 PM for a Commission Meeting, as requested by Robert Park, Veteran Services.
12. The Board of Commissioners acknowledged the receipt of the January 26, 2010 Amended Certificate of Estimated Resources for the year beginning January 1, 2010, as submitted by the Portage County Budget Commission.
13. The Board of Commissioners authorized payment of Invoice No. AR90560 dated December 31, 2009 for the contract base rate charge for the December 30, 2009 to December 29, 2010 billing period for \$2,844.00 plus a contract overage charge from December 30, 2008 to December 29, 2009 overage

period \$128.09 for a total payment of \$2,972.09 for the Commissioners' front office copier (Tag No. CA892), as presented by Copeco.

14. The Board of Commissioners accepted the recommendation of Human Resources Department Director Karen U'Halie and agreed to allow Board of Commissioners' Directors and Department Heads to routinely accept staff resignations. The Board of Commissioners noted that the resignations will be brought to the Board of Commissioners for acknowledgment at their next Board meeting.
15. After meeting today in an Executive Session with Human Resources Department Director Karen U'Halie, the Board of Commissioners accepted the recommendation from WIC Program Manager Nancy Dailey and authorized a 3% pay increase for the WIC staff, effective January 11, 2010. The Board of Commissioners noted that these increases will be paid using federal grant funds and not General Fund monies.
16. The Board of Commissioners authorized Commissioner Keiper to sign the Ohio Department of Insurance Standardized Credentialing Form Part B: Agency/Program/Organization Providers Application (Form INS5036) with Medical Mutual of Ohio for the Portage County Nursing Home The Woodlands at Robinson, as presented by Nursing Home Administrator Gary Mitrison.

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 28, 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 **12:50 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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PAYINS FOR THE MONTH OF JANUARY 2010

01/06/10	11639	Office of Housing and Community Partnerships: B-C-08-062-1: \$10,000.00, B-C-08-062-2: \$44,300.00 Total: \$54,300.00
01/06/10	11638	Range Resources – Oil Lease: \$431.74 Total: \$431.74
01/11/10	11701	Orion Distribution – Oil Lease: \$8.46, Charles W. Keiper II – Cell Phone: \$20.00 Total: \$28.46
01/15/10	11800	Ergon Oil Purchasing – Oil Lease: \$62.51. Maureen T. Frederick – Cell Phone: \$2.53 Total: \$65.04
01/25/10	11903	Ohio Public Defender – Public Defender: \$23,676.06 Total: \$23,676.06

AUTHORIZATION OF EXPENSES FOR THE MONTH OF JANUARY 2010

12/31/09	Michelle Ripley and Karen U’Halie/BWC Quarterly Meetings/Canton, Ohio/January 6/\$0.00
12/31/09	Michelle Ripley and Dave Brode/Industrial Commission Meeting/Youngstown, Ohio /January 11/\$0.00
01/04/10	William Ulik/NEFCO Monthly Meetings/Various Locations/Various Dates in 2010/\$100.00
01/04/10	William Ulik/Cascade Capital Corp. – Quarterly Meetings for 2010/Akron, Ohio/Various Dates in 2010/\$150.00
01/04/10	William Ulik/NEOTEC Board of Trustees/Cuyahoga Falls, Ohio/January 20/\$20.00
01/04/10	Mickey Marozzi/2010 Ohio County Engineers Conference/Columbus, Ohio/January 28-29/\$298.00
01/04/10	Bill Steiner/ERTAC/Cuyahoga Falls, Ohio/January 6/\$15.00
01/05/10	Charles W. Keiper II/14 th Annual Ohio Energy Management Conference/Columbus, Ohio/February 23-24/\$0.00
01/05/10	Robert Park, Judy Proffitt, Richard McClellan, Nicole Kehres/OSACVSO Spring Quarterly Meeting/Columbus, Ohio/February 5/\$957.00
01/05/10	Bill Steiner, Jon Barber and Michelle Ripley/Ohio EPA Disaster Debris Training/Twinsburg, Ohio/March 4/\$90.00
01/06/10	Bill Steiner/NEFCO/Green, Ohio/January 20/\$20.00
01/08/10	Brian Kelley/NE Ohio IT Think Tank Meeting/Independence, Ohio/January 27/\$0.00
01/08/10	Charles W. Keiper II/Solid Waste Advisory Council Meetings/Columbus, Ohio/February 18, May 20, August 19 and November 18/\$0.00
01/08/10	NOPEC Meetings/Solon, Ohio/Various Dates in 2010/\$0.00
01/08/10	Charles W. Keiper II/AMATS Policy Committee Meetings/Akron, Ohio/January 27, March 25, May 19, August 12, September 29, and December 8/\$200.00
01/08/10	Maureen T. Frederick/GAPP Meetings/Chardon, Ohio/Various Dates in 2010/\$100.00
01/08/10	Charles W. Keiper II/NEOTEC Board of Trustees Meeting/Location to be determined/3 rd Wednesday of each month/\$100.00
01/08/10	Charles W. Keiper II/Community Partnership for Arts and Culture Finance Committee/Cleveland, Ohio/Various Dates in 2010/\$100.00
01/08/10	Richard Kundrasick/OTCO 2010 Advanced Wastewater Treatment/Solon, Ohio/January 20-May 12/\$575.00

01/08/10	Dave Doak/BSSA Winter Seminar/Columbus, Ohio/February 17-18/\$595.00
01/08/10	Robert White/The DSM-IV-TR for Clinicians/Fairlawn, Ohio/January 20/\$214.00
01/08/10	All WIC Staff/WIC Staff Travel/Portage and Columbiana Counties/January – March/\$500.00
01/08/10	Nancy Dailey and Amy Cooper/NE WIC Regional Meeting/North Canton, Ohio/January 21/\$135.00
01/08/10	Robert Park/American Legion Service Officer School/Washington DC/February 23-27/\$1,424.00
01/08/10	Stephen Paulus/Samuel W. Oaks Training Agency National Electric Code/Edinburg, Ohio/January 22/\$175.00
01/08/10	Mike Wright/OCCA Monthly Title Meeting/Columbus, Ohio/January 19/\$45.00
01/08/10	Judge Barbara Oswick/AMCJO Winter Conference/Dublin, Ohio/February 3-5/\$586.00
01/11/10	Charles Wetmore/2010 Legislative Meeting and Northeast Treasurers Meeting/\$250.00
01/11/10	Lori Evans and Kathy Gray/OCCA Monthly Meeting/Columbus, Ohio/January 20/\$100.00
01/11/10	Alison Steinberg/Anxiety Disorders: Research, Diagnosis and Treatment/Akron, Ohio/February 3/\$189.00
01/12/10	William Ulik/Ohio Council of Port Authorities/Columbus, Ohio/January 28/\$0.00
01/13/10	Charles W. Keiper II/Greater Akron Chamber 103 rd Annual Meeting/Akron, Ohio/March 18/\$110.00
01/14/10	Harold Huff, John Clark, John Vence, Alan Norris and Gwendell Bolen/NESOWEA/Richfield, Ohio/January 28/\$230.00
01/14/10	Charles W. Keiper II/Ohio Education Association Legislative Dinner/Cuyahoga Falls, Ohio/February 8/\$15.00
01/15/10	Cindy Hazelett/NESOWEA Operations Seminar/Richfield, Ohio/January 28/\$95.00
01/15/10	Cindy Hazelett/NESOWEA Industrial Wastes Seminar/Richfield, Ohio/February 25/\$0.00
01/15/10	Robert Pickard, David Shanks, Charles Allcorn/5 Common Sense Practices of Well-run Water and Wastewater Facilities and Chasing the Thermal Demon's from the Process/Stark State College/April 6-7/\$545.00
01/19/10	Charles W. Keiper II/Team NEO Reception/Independence, Ohio/January 26/\$30.75
01/19/10	Vickie Steiner/Portage County Human Resources Association Meeting/Ravenna, Ohio/January 20/\$14.80

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