

Thursday, February 25, 2010

The Board of County Commissioners met in regular session on **Thursday, February 25, 2010 at 9:20 AM** with the following members present:

Maureen T. Frederick

Christopher Smeiles

* * * * *

It was moved by Maureen T. Frederick, seconded by Christopher Smeiles to approve the meeting minutes of the February 23, 2010 meeting. Commissioner Keiper absent, motion carries

* * * * *

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

* * * * *

SENIOR SERVICES

Present: Sally Kelly

Director Kelly advised the Board of Commissioners that she has committed donations for the Senior Celebration of Achievement on May 11, 2010 of \$9,380 with a \$7,143 in expenses. The Board agreed that this is a job well done with great community commitment.

Commissioner Smeiles advised that he has asked JoAnn Townend to look at the Senior Center long-term lease with Family & Community Services, which needs to be amended to clarify issues like parking, cleaning etc. to clarify the details.

* * * * *

ADULT PROBATION

Present: Hank Gibson, Dan Banks

Mr. Gibson presented statistics for the felony program Community integration and Socialization Program (CISP), which is an initiative of the Portage County Common Pleas Court. Mr. Gibson asked the Board of Commissioners to sign the application to Congressman Ryan's office for FY 2011 appropriation funding for this program.

Commissioner Smeiles stated that the local match for this program is an in-kind \$350,000 including the heat and rent. Mr. Gibson responded that this program has four employees including the Director and two GED teachers. Commissioner Smeiles noted that the county has no funds to match this grant; Mr. Gibson responded that the past year's grant included a local match but the grant did not require cash but in-kind. Mr. Gibson added that he believes that there was a General Fund input of \$12,000 for start up costs and then another \$36,000.

The Board of Commissioners agreed that the Grants Administrator should work with Mr. Gibson, JoAnn Townend and/or Audrey Tillis to determine the correct in-kind amount with no cash local match. Mr.

Gibson stated that there is no grant requirement to continue the program for a third year if the program is not funded. He also noted that March 5th deadline to apply.

* * * * *

INTERNAL SERVICES

Present: JoAnn Townend

Discussion

1. Director Townend spoke with Homeland Security and Emergency Management Office Director Jon Barber who advised that he cannot fund the payment for the COOP preparation – the General Fund must pay the estimated \$30,000. The Board of Commissioners agreed to hold the RFP process at this time.
2. JoAnn Townend advised the Board that the Board of Elections would like a locking door installed at the back of the hallway exiting to the outside. The door would go about halfway down the hallway that would be double locked only at night for ballot storage. There would have to be a double lock also placed on the outside door. Mike Sever noted that there is a requirement to store some items on site but others may go to the Records Center/JoAnn Townend to have the Fire Marshall investigate before moving forward.
3. The Board of Commissioners signed the letter terminating the York Building Maintenance (YBM) contract for cleaning services at the Justice Center at midnight on May 31, 2010. Internal Services. Director Townend will contact Major Kelly to remind him that the Homeland Security and Emergency Management Office and the LEPC are also included in the area to be cleaned by the inmates.

* * * * *

Resolutions

1. Accept and award the bid for the Streetsboro WWTP chlorine contact tank and tertiary filter tank gate rehabilitation/replacement project for the water resources department./10-0202
2. Enter into an agreement with Metropolitan Life Insurance Co. for voluntary group dental insurance for 2010./10-0203
3. Enter into a license agreement with Home Savings Bank for use of the Courthouse lawn for two (2) Home Heritage concerts. /10-0204

* * * * *

10:09 AM Commissioner Keiper attending

* * * * *

HUMAN RESOURCES

Present: Karen U'Halie

1. Accident Reporting Protocol - Review and approval of draft letter/The Board of Commissioners made several changes and will send the memo to Elected Officials and Departments.

2. Approval of new Position Description for Building & Maintenance Office Manager/Journal Entry.

Commissioner Keiper signed the furlough documents for nursing home employees. The Director noted that staff is concerned with the wage reduction because of the repercussions that might have should staff be laid off. The Director advised that the administration is looking at options for the second half of 2010.

Commissioner Smeiles asked the Director how things were going with the changes in Housekeeping. The Director reported that things are going well in her department – things are cleaner, brighter and shinier and there is almost no disruption. The Board asked that Jim Manion update them on the changes at his next meeting.

* * * * *

DEPARTMENT OF JOB AND FAMILY SERVICES

Present: Anita Herington

- I. Facility Issues
 - A. The Director thanked the Board of Commissioners for the platform and door at Child Support. She added that Room 221 in the Administration Building was damaged by the flood and missed during the renovation. Taylor Construction is working on the room now; they missed it before and are completing the final fixes.
 - B. The Health Department and Department of Homeland Security & Emergency Management would like to open Room 359 (JFS space) permanently for countywide use. The Director would like to have the room back for use as a conference room but realizes that huge improvements have been made. Clerk to schedule the Health Commissioner, the JFS Director, and Department of Homeland Security & Emergency Management Director to meet with the Board of Commissioners to discuss the future use of this room.
- II. The Director advised the Board of Commissioners that it is time to begin the PRC RFP process. The resolution has been drafted and will be sent to the Board of Commissioners, JFS will send agreement to Prosecutor for approval, and then send the agreement to JoAnn Townend to process. There is a July 1, 2010 start date for the new contract. The Director is recommending that the car seat section be removed from the contract this year since she had no luck finding an organization to train how to install the car seats and she is having problems scheduling the current employee.
- III. The Director noted that she has notified Maximus that she will not need their services for the preparation of the IV D contracts, which will save her about \$10,000. The Director noted that there are planned cuts coming in the last quarter of state FY 2010 budget and then another cut in the first quarter of the state FY 2011 budget.
- IV. The last Ohio Benefit Bank event at the One-Stop was staffed by seven volunteers, two JFS staff members and served 37 customers with a total refund for all customers that day of \$60,618. There is another Saturday event planned this month and two events in March.

* * *
DIRECTOR OF MAINTENANCE - CANCELLED

* * *
RESOLUTION No. 10-0192 - 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 February 25, 2010 in the total payment amount of **\$328,337.66 for Funds 0001-7001** 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;

* * *
RESOLUTION No. 10-00193 - 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 February 25, 2010 in the total payment amount as follows:

1. \$434,914.82 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, February 26, 2010 \$ 434,914.82

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;

* * * * *

RESOLUTION No. 10-0194 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

It was moved by Christopher Smeiles, seconded by Charles W. Keiper II 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:

02/25/10	944	\$ 1,313.27
02/25/10	942	35,458.17
Total		\$ 36,771.44

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;

* * * * *

RESOLUTION No. 10-0195 - 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 **\$94,165.07** as set forth in Exhibit “A” dated **February 25, 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;

* * * * *

RESOLUTION No. 10-0196 - 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 \$100.00 from Maude Bias on February 19, 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; Christopher Smeiles, Yea; Maureen T. Frederick, Yea;

* * * * *
RESOLUTION No. 10-0197 - RE: ACCEPT FY 08 STATE HOMELAND SECURITY PROGRAM – REGIONAL (SHSP –CFDA 97.067) ON BEHALF OF THE PORTAGE COUNTY OFFICE OF HOMELAND SECURITY & EMERGENCY MANAGEMENT.

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

WHEREAS, the Portage County Board of Commissioners adopted Resolution 07-1050 on October 23, 2007 authorizing the Portage County Office of Homeland Security & Emergency Management Director to participate in the operation of a Regional Team (Ashtabula, Geauga, Lake, Portage and Trumbull Counties), known as the Northeast Regional Hazardous Material Response Group, for responding to hazardous incidents and to sign an Operating Agreement on behalf of Portage County; and

WHEREAS, the Board of Portage County Commissioners accepted the recommendation of the Northeast Regional Hazardous Material Response Group and adopted Resolution 09-0741 on August 11, 2009 and Amended Resolution 09-0743 on August 13, 2009 authorized the application to the Fiscal Year 2008 State Homeland Security Program -

Regional (SHSP) of \$15,000.00 on behalf of the Portage County Office of Homeland Security & Emergency Management; now therefore be it

RESOLVED, that the Board of Commissioners accepts the Fiscal Year 2008 State Homeland Security Program – USAR Training Funds (SHSP) for \$15,000.00 for the 2008-GE-T8-0025 grant, period of September 1, 2008 through October 31, 2010 **with no local match obligation**; and be further

RESOLVED, the Board of Commissioners authorizes the Portage County Office of Homeland Security & Emergency Management Agency Director, Jon Barber to sign all documentation regarding the acceptance of this grant; and be it further

RESOLVED, that a copy of this resolution be filed with the Portage County Auditor, the Department of Budget & Financial Management, and the Office of Homeland Security & Emergency Management Agency Director; 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;

* * * * *
RESOLUTION No. 10-0198 - RE: ACCEPT THE GRANT AWARD FROM THE 2009-2010 OHIO ATTORNEY GENERAL’S DRUG USE PREVENTION GRANT PREVIOUSLY KNOWN AS THE DRUG ABUSE RESISTANCE EDUCATION (DARE) GRANT ON BEHALF OF THE PORTAGE COUNTY SHERIFF.

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

WHEREAS, the Board of Portage County Commissioners strongly supports the concept of DARE and the resultant important information disseminated to young people; and

WHEREAS, the Portage County Sheriff is willing to continue the DARE Grant Program and agrees to provide the necessary funding from his funds, utilizing the four deputies that are already employed and assigned to teach the DARE curriculum in grades Kindergarten through 8th grade; now therefore be it

WHEREAS, the Portage County Commissioners adopted Resolution No. 09-0773 on August 20, 2009 allowing the Portage County Sheriff's Department to apply to the State Attorney General's Office for the Ohio Drug Use Prevention Grant Program; now therefore be it

RESOLVED, that the Board of Commissioners does hereby accept the FY 2009 - 2010 Ohio Drug Use Prevention Grant Award for the grant period of September 2009 through August 2010 **in the amount of \$45,646.50** with a required 100% match being provide by the Ohio Drug Use Prevention Special Grant Award the Portage County Board of Commissioners accepted on June 16, 2009, Resolution No. 09-0552; and be it further

RESOLVED, that the DARE grant provides a \$45,646.50 reciprocal match for the Ohio Drug Use Prevention Special Grant Award the Portage County Board of Commissioners accepted on June 16, 2009 for \$45,796.50, Resolution No. 09-0552 with the **local match balance of \$150.00** being provided from the Sheriff's existing funds for **a program total of \$91,593.00**; and be it further

RESOLVED, that a copy of this resolution be filed with the Portage County Auditor, the Department of Budget & Financial Management, and the Portage County Sheriff; and be it further

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

Voice vote was as follows:

Charles W. Keiper II, Yea;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

*

*

*

*

*

RESOLUTION No. 10-0199

-

RE:

AUTHORIZE GRANTS ADMINISTRATOR DANIEL BANKS TO APPLY ELECTRONICALLY FOR THE FY 2011 FEDERAL APPROPRIATIONS BUDGET THROUGH THE OFFICE OF CONGRESSMAN TIM RYAN FOR THE PORTAGE COUNTY INTEROPERABLE COMMUNICATIONS PROJECT ON BEHALF THE PORTAGE COUNTY OFFICE OF HOMELAND SECURITY & EMERGENCY MANAGEMENT.

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

WHEREAS, the United States Congress is currently in the process of passing the FY2011 Appropriations budget; and

- WHEREAS,** the office of Congressman Tim Ryan has requested that Portage County present projects for consideration for this budget bill; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners authorizes Grants Administrator Dan Banks to electronically submit the Portage County Interoperable Communications Project to the office of Congressmen Tim Ryan for consideration in the FY 2011 Federal Appropriations with a request of \$2,000,000.00 and a local match of \$525,092.07; and be it further
- RESOLVED,** that Portage County will be responsible for the \$525,092.07 local match portion of the Portage County Interoperable Communications Project; and be it further
- RESOLVED,** that the Board of Commissioners authorizes the President, or Vice President of the board to sign all documents pertaining to the submission of the appropriation requests; 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;

*

*

*

*

*

RESOLUTION No. 10-0200

-

RE: AUTHORIZE GRANTS ADMINISTRATOR DANIEL BANKS TO APPLY ELECTRONICALLY FOR THE FY 2011 FEDERAL APPROPRIATIONS BUDGET THROUGH THE OFFICE OF CONGRESSMAN TIM RYAN FOR THE PORTAGE COUNTY SHERIFF'S DEPUTY RETENTION PROJECT

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

WHEREAS, the United States Congress is currently in the process of passing the FY2011 Appropriations budget; and

WHEREAS, the office of Congressman Tim Ryan has requested that Portage County present projects for consideration for this budget bill; now therefore be it

RESOLVED, that the Portage County Board of Commissioners authorizes Grants Administrator Daniel Banks to electronically submit the Portage County Sheriff's Deputy Retention Project to the office of Congressmen Tim Ryan for consideration in the FY 2011 Federal Appropriations with a request of \$600,000.00 with no local match; and be it further

RESOLVED, that the Board of Commissioners authorizes the President, or Vice President of the board to sign all documents pertaining to the submission of the appropriation requests; 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;

*

*

*

*

*

RESOLUTION No. 10-0201

-

RE:

AUTHORIZE GRANTS ADMINISTRATOR DANIEL BANKS TO APPLY ELECTRONICALLY FOR THE FY 2011 FEDERAL APPROPRIATIONS BUDGET THROUGH THE OFFICE OF CONGRESSMAN TIM RYAN FOR THE STREETSBORO BIOSOLID REDUCTION FACILITY PROJECT ON BEHALF OF THE PORTAGE COUNTY WATER RESOURCES DEPARTMENT.

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

WHEREAS, the United States Congress is currently in the process of passing the FY2011 Appropriations budget; and

WHEREAS, the office of Congressman Tim Ryan has requested that Portage County present projects for consideration for this budget bill; now therefore be it

RESOLVED, that the Portage County Board of Commissioners authorizes Grants Administrator Daniel Banks to electronically submit the Streetsboro Biosolids Reduction Facility Project to the office of Congressmen Tim Ryan for consideration in the FY 2011 Federal Appropriations with a request of \$2,200,200.00 and a local match of \$3,300,300.00; and be it further

RESOLVED, that Portage County Water Resources will be responsible for the \$3,300,300.00 local match portion of the Portage County Streetsboro Biosolid Reduction Facility Project; and be it further

RESOLVED, that the Board of Commissioners authorizes the President, or Vice President of the board to sign all documents pertaining to the submission of the appropriation requests; 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;

*

*

*

*

*

RESOLUTION No. 10-0202

-

RE:

ACCEPT AND AWARD THE BID FOR THE STREETSBORO WWTP CHLORINE CONTACT TANK AND TERTIARY FILTER TANK GATE REHABILITATION/REPLACEMENT PROJECT FOR THE WATER RESOURCES DEPARTMENT.

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

WHEREAS, twelve (12) contractors requested bid packages for the Streetsboro WWTP chlorine contact tank and tertiary filter tank gate rehabilitation/replacement project for the Water Resources Department; and

WHEREAS, eight (8) sealed bids were received, tabulated and recorded on February 17, 2010; and

WHEREAS, upon review of the bids received, it is the recommendation of the Director of Internal Services and the Wastewater Division Manager of the Department of Water Resources that the bid for the Streetsboro WWTP chlorine contact tank and tertiary filter tank gate rehabilitation/replacement project be awarded to the lowest and best bidder meeting the specifications; now therefore be it

RESOLVED, that the Board of County Commissioners does, hereby, award the bid for the Streetsboro WWTP chlorine contact tank and tertiary filter tank gate rehabilitation/replacement project to Jack Gibson Construction Co., 2460 Parkman Rd., N.W., Warren OH 44485 in the amount of Fifty-four thousand, nine hundred and 00/100 dollars (\$54,900.00); and be it further

RESOLVED, that the Board of County 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, Absent; Christopher Smeiles, Yea; Maureen T. Frederick, Yea;

* * * * *

RESOLUTION No. 10-0203 - **RE: ENTER INTO AN AGREEMENT WITH METROPOLITAN LIFE INSURANCE COMPANY FOR VOLUNTARY GROUP DENTAL INSURANCE FOR 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 is desirous to provide voluntary dental insurance coverage for County employees and their families who elect such coverage, the cost of which is paid by the employees; and

WHEREAS, Metropolitan Life Insurance Company is both qualified and interested in providing said voluntary employee dental insurance coverage; now therefore be it

RESOLVED, that the Board of Portage County Commissioners enters into an agreement with Metropolitan Life Insurance Company, 200 Park Avenue, New York, NY 10166-0188, to provide voluntary dental insurance coverage for all permanent full-time County employees who elect such coverage for the period January 1, 2010 through December 31, 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 Section 121.22 of the Ohio Revised Code.

Voice vote was as follows:

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

* * * * *

RESOLUTION No. 10-0204

-

RE: ENTER INTO LICENSE AGREEMENT BETWEEN THE PORTAGE COUNTY COMMISSIONERS AND HOME SAVINGS BANK.

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

WHEREAS, the County owns property located at 203 W. Main St., Ravenna, Ohio known as the Portage County Courthouse; and

WHEREAS, Home Savings Bank wishes to use the Courthouse lawn and surrounding Courthouse grounds on Thursday, May 20 and July 22, 2010 from 7:00 p.m. to 9:30 p.m. for Home Heritage Concerts; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into a License Agreement between the Board and Home Savings Bank, 100 E. Main St., Ravenna OH 44266 for use of the Courthouse lawn and surrounding Courthouse grounds on Thursday, May 20 and July 22, 2010 from 7:00 p.m. to 9:30 p.m. for the Home Heritage Concerts; and be it further

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

Voice vote as follows:

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

* * * * *

RESOLUTIONS

February 25, 2010

1. Approval of Meeting Minutes from the February 23, 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./10-0192
3. Approve the wire transfer as presented by the County Auditor. /10-0193
4. Approve the Journal Vouchers as presented by the County Auditor./10-0194
5. Approve Then & Now as presented by the County Auditor.10-0195

6. Resolution to accept a donation of \$100 from Maude Bias for the Portage County Dog Warden.10-0196
* * * * *

INVITATIONS/MEETING NOTICES

February 25, 2010

1. Invitation to the Spring 2010 Bowman Breakfast on Tuesday, April 6, 2010.
2. Notice of the Ohio Economic Development Association Legislative Day on Wednesday, March 10, 2010 in Columbus.

* * * * *

INCOMING CORRESPONDENCE

DISCUSSION

February 25, 2010

1. Discussion: Regional Airport Authority Board of Trustee hearing/the Board of Commissioners agreed that Commissioner Keiper should work with Attorney Chris Meduri to determine whether to send a request for a review of the Airport conflict of interest question to the Attorney General or the Ohio Ethics Commission. Commissioner Keiper agreed to draft a correspondence. Perhaps the Board of Commissioners should consider sending a letter of instruction to Mr. Hartong asking that he remove himself from any and all discussions that could be considered a conflict of interest.
2. February 19, 2010 correspondence from Sheriff Doak regarding the creation of an impound lot at the Justice Center site/The Board of Commissioners agreed that Jon Barber and Tim Miller should investigate options as to how to proceed.
3. Notice from the Portage Park District of the opportunity to nominate a person, business or organization for the 12th Annual Portage County Environmental Awards Dinner on April 10, 2010/Informaion only.
4. February 22, 2010 request from the Board of Elections for authorization to use the room across the hall from their offices as a storage area/Journal Entry
5. The Board of Commissioners agreed to revisit the opening of the gated county lot located at the corner of Spruce and Prospect Streets in Ravenna, once winter set in. Director of Security Jon Barber noted that he has no issues with the opening of the gate/No action required at this time
6. February 22, 2010 request from the Portage County Fair Board for a meeting to discuss their request for reimbursement of \$29,122 paid to the county for a sewer bore under SR 44/Add to the next Water Resources Department agenda for a discussion.
7. Board of Commissioners signatures requested on the Personnel Action Form authorizing the hire of Loren Hoch as a JFS Custodial Worker, as presented by Human Resources Department Director Karen U'Halie and approved by JFS Director Anita Herington. This hire is contingent upon a pre-employment

physical and drug and alcohol testing/Held on February 23, 2010 for further discussion. Commissioner Smeiles noted that this individual does not live in Portage County and is making more hourly than the Maintenance Department housekeepers. Commissioner Keiper responded that the Maintenance housekeepers did not apply/Journal Entry.

8. February 18, 2010 correspondence from the Ohio Department of Development in response to the Board of Commissioners' request for clarification of program income dollars for audit costs/The Board of Commissioners agreed to forward this correspondence to the Neighborhood Development Services, Inc. and ask that they prepare a proposal based on this clarification for Board consideration.
9. Request from Louis Munoz, Portage County Water Resources Department, for a correction to a December 15, 2009 Journal Entry. Mr. Munoz noted that the department presented the wrong resolution when asking for this authorization/Journal Entry

December 15, 2009 Journal Entry

The Board of Commissioners authorized a transfer of trunk tap in fee credits, established by **Resolution 06-0578**, for the remaining amount of \$34,972.00 from **Lewis Land Development Company** to G2 Professional Services for construction of improvement to Country View Estates in Brimfield Township, as requested by Director Harold Huff, Water Resources Department.

New Journal Entry

The Board of Commissioners authorized a transfer of trunk tap in fee credits, established by **Resolution 07-0880**, for the remaining amount of \$34,972.00 from **Signature of Sharon, LLC** to G2 Professional Services for construction of improvement to Country View Estates in Brimfield Township, as presented by the Portage County Water Resources Department.

10. Grants Administrator Dan Banks presents the following for Board of Commissioners' consideration:
 - A. Resolution to accept a \$15,000.00 grant for the Homeland Security and Emergency Management Office./10-0197
 - B. Resolution to accept this year's DARE award./10-0198
 - C. Resolution to authorize the application for the Homeland Security and Emergency Management Office Interoperable Communications appropriation./10-0199
 - D. Resolution to authorize the application for the Sheriff's Deputy Retention appropriation./10-0200
 - E. Resolution to authorize the application for the Water Resources Biosolids facility appropriation./10-0201
 - F. Resolution to authorize the application for the CISP appropriation.
Adult Probation's Hank Gibson dropped off a Signature Page for Congressman Tim Ryan's FY 2011 Appropriations Request with no backup documents. Mr. Gibson advises Commissioner Keiper's signature is required by Thursday, February 25, 2010/Hold for additional information
 - G. Journal Entry approval of the FY07 SHSP reimbursement request/Journal Entry

*

*

*

*

*

JOURNAL ENTRY

February 25, 2010

1. Board of Commissioners' authorization requested to have Commissioner Keiper sign the regular audit of financial statement for the year ended December 2009 as presented by Neighborhood Development Services. Documents reviewed by Director Audrey Tillis, Department of Budget & Financial Management with no exceptions noted.
2. The Board of Commissioners received the Weekly Report of Kennel population for the week ending February 21, 2010, as presented by Dave McIntyre, Dog Warden. The Board of Commissioners also acknowledged the receipt of \$200 in Court Donations, \$828.25 in License Sales and \$653 for Impound fees.
3. The Board of Commissioners received the Kent Regional Business Alliance Portage County Micro-Enterprise Loan Program Annual Report for January 1, 2009 – December 31, 2009.
4. Request from the Veterans Service Commission for authorization to use their offices in the Administration Building on March 29, 2010 from 4:30 PM – 7:30 PM for a Commission Meeting.
5. The Portage County Budget Commission presents the Amended Certificate of Estimated Resources dated February 23, 2010 for the fiscal year beginning January 1, 2010. Forwarded to the Department of Budget and Financial Management.
6. The Board of Commissioners acknowledged the receipt of the Biannual Strategy Implementation Report (BISR) for the 2007, 2008 and 2009 BISR, as presented on January 6, 2010 by Office of Homeland Security and Emergency Management Agency Director Jon Barber. Department of Budget and Financial Management Director Audrey Tillis reviewed the documents associated with the 2007, 2008 and 2009 BISR noting that the report has been submitted electronically to the Office of Homeland Security. Director Tillis also noted no exceptions in her review.
7. Neighborhood Development Services presents the Portage County ED RLF Semi-Annual Report for Portage County for Commissioner Keiper's signature. Department of Budget and Financial Management Director Tillis reviewed the documents noting that the schedules presented reflect the operations of Fund 1275 for the period July 1, 2009 through December 31, 2009.

* * * * *

REFERRED

February 25, 2010

1. February 19, 2010 memo from the Ohio Department of Development regarding CDBG Neighborhood Revitalization Grants. Forwarded to the Grants Administrator.
2. The Board of Commissioners received a letter of interest from John Gargan for the Portage County Board of Developmental Disabilities. Forwarded to the Executive Assistant.

3. Summa Health System presents the Business Associate Agreement between Summa and The Woodlands at Robinson for Board signatures. Original to JoAnn Townend to prepare necessary resolution and prepare for signatures.
4. February 23, 2010 invoice from the Prosecutor's Office for the Collaborative Advocates Grant for \$2,165.10. Forwarded to the Grants Administrator and Department of Budget and Financial Management.
5. February 22, 2010 notice from the Portage County Health Department of the 2010-2011 application for the HB 110 registration for the District Recycling Center. Forwarded to Director Steiner for completion.

* * * * *

INFORMATION ONLY

February 25, 2010

1. The Board of Commissioners received the December 9, 2009 Airport Board meeting minutes.
2. The Board of Commissioners received the January 13, 2010 Airport Board meeting minutes.
3. Hiram College President Thomas Chema presents *Topics*, received February 23, 2010.
4. February 23, 2010 email from Robert Neidrich, The Woodlands at Robinson, including a listing of 2009 accounts payable for 2009.

* * * * *

PROSECUTOR'S CORRESPONDENCE

February 25, 2010

1. February 23, 2010 email from Denise Smith recapping her meeting with Vadxx on February 22, 2010.

* * * * *

PLEASE ADD TO THE AGENDA

February 25, 2010

1. Neighborhood Development Services presents the Portage County Housing RLF Semi-Annual Report for Portage County for Commissioner Keiper's signature. Department of Budget and Financial Management Director Tillis reviewed the documents noting that the schedules presented reflect the operations of Funds 1271, 1273, and 1274 for the period July 1, 2009 through December 31, 2009/Journal Entry.
2. The Board of Commissioners authorized payment of the storm water utility district assessment for property which is owned by the Board of Commissioners, for the first half of 2009, as presented by the Executive Assistant as follows/Journal Entry:

Parcel #	Location	Desc	Full Year
33-062-00-00-007-000	7988 Infirmary Road Former County Nursing Home	Assessments	\$169.33

* * * * *

Journal Entry

February 25, 2010

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

1. The Board of Commissioners authorized Commissioner Keiper sign the regular audit of financial statement for the year ended December 2009, as presented by Neighborhood Development Services. Documents reviewed by Director Audrey Tillis, Department of Budget & Financial Management with no exceptions noted.
2. The Board of Commissioners received the Weekly Report of Kennel population for the week ending February 21, 2010, as presented by Dave McIntyre, Dog Warden. The Board of Commissioners also acknowledged the receipt of \$200 in Court Donations, \$828.25 in License Sales and \$653 for Impound fees.
3. The Board of Commissioners acknowledged the receipt of the Kent Regional Business Alliance Portage County Micro-Enterprise Loan Program Annual Report for January 1, 2009 – December 31, 2009.
4. The Board of Commissioners approved the request from the Veterans Service Commission for authorization to use their offices in the Administration Building on March 29, 2010 from 4:30 PM – 7:30 PM for a Commission Meeting.
5. The Board of Commissioners acknowledged the receipt of the Amended Certificate of Estimated Resources dated February 23, 2010 for the fiscal year beginning January 1, 2010, as presented by the Portage County Budget Commission. Forwarded to the Department of Budget and Financial Management.
6. The Board of Commissioners acknowledged the receipt of the Biannual Strategy Implementation Report (BISR) for the 2007, 2008 and 2009 BISR, as presented on January 6, 2010 by Office of Homeland Security and Emergency Management Agency Director Jon Barber. Department of Budget and Financial Management Director Audrey Tillis reviewed the documents associated with the 2007, 2008 and 2009 BISR noting that the report has been submitted electronically to the Office of Homeland Security. Director Tillis also noted no exceptions in her review.
7. The Board of Commissioners authorized Commissioner Keiper to sign the Portage County ED RLF Semi-Annual Report for Portage County, as presented by the Neighborhood Development Services, Inc. Department of Budget and Financial Management Director Tillis reviewed the documents noting that

the schedules presented reflect the operations of Fund 1275 for the period July 1, 2009 through December 31, 2009.

8. The Board of Commissioners authorized Commissioner Keiper to sign the Portage County Housing RLF Semi-Annual Report for Portage County, as presented by the Neighborhood Development Services, Inc. Department of Budget and Financial Management Director Tillis reviewed the documents noting that the schedules presented reflect the operations of Funds 1271, 1273, and 1274 for the period July 1, 2009 through December 31, 2009.
9. The Board of Commissioners authorized payment of the storm water utility district assessment for property which is owned by the Board of Commissioners, for the first half of 2009, as presented by the Executive Assistant as follows:

Parcel #	Location	Desc	Full Year
33-062-00-00-007-000	7988 Infirmary Road Former County Nursing Home	Assessments	\$169.33

10. The Board of Commissioners approved the new Position Description for the Building & Maintenance Office Manager as an MGT2, as presented by Human Resources Department Director Karen U'Halie.
11. The Board of Commissioners authorized Homeland Security and Emergency Management Office Director Jon Barber to sign the third and final FY07 SHSP Equipment Funds Cash Reimbursement request, as presented by Director Barber. The documents were reviewed by the Grants Administrator who noted that the documents appear to be in order.
12. The Board of Commissioners approved the Board of Elections' request and authorized the use of the area on the first floor of the Administration Building, formerly used by the seniors for their craft shop, for storage. The Commissioners agreed that Director of Maintenance Tim Miller will install a second lock on the door, if there is not one there already.

The Board of Commissioners also agreed that, while the Board of Elections may use this space for storage at this time, should the Board of Commissioners move forward with a renovation of the first floor, they may need to take back that space.
13. The Board of Commissioners signed the Personnel Action Form authorizing the hire of Loren Hoch as a JFS Custodial Worker, as presented by Human Resources Department Director Karen U'Halie and approved by JFS Director Anita Herington. The Board of Commissioners notes that this hire is contingent upon a pre-employment physical and drug and alcohol testing.
14. On December 15, 2009, the Board of Commissioners adopted Journal Entry No. 8, which must be corrected as follows:

December 15, 2009 Journal Entry

The Board of Commissioners authorized a transfer of trunk tap in fee credits, established by **Resolution 06-0578**, for the remaining amount of \$34,972.00 from **Lewis Land Development Company** to G2 Professional Services for construction of improvement to Country View Estates in Brimfield Township, as requested by Director Harold Huff, Water Resources Department.

February 25, 2010 Journal Entry

The Board of Commissioners authorized a transfer of trunk tap in fee credits, established by **Resolution 07-0880**, for the remaining amount of \$34,972.00 from **Signature of Sharon, LLC** to G2 Professional Services for construction of improvement to Country View Estates in Brimfield Township, as presented by the Portage County Water Resources Department.

* * * * *

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting on **February 25, 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 **11:28 AM**. All in favor, motion carries.

Charles W. Keiper II, President

Maureen T. Frederick, Board Member

Christopher Smeiles, Vice President

Deborah Mazanec, Clerk

* * * * *

PAYINS FOR THE MONTH OF FEBRUARY 2010

01/29/10	11992	Charles W. Keiper II – Cell Phone: \$20.00 Total: \$20.00
01/29/10	11980	Ohio Public Defender – Assigned Counsel: \$13,575.43, Portage County Auditor – Real Estate Tax Refund: \$272.96 Total: \$13,848.39
02/02/10	12057	Range Resources – Oil Lease: \$673.42, Beck Energy – Oil Lease: \$56.98 Total: \$730.40
02/09/10	12171	Maureen T. Frederick – Cell Phone: \$5.50 Total: \$5.50
02/09/10	12169	Resource Energy – Oil Lease: \$91.89 Total: \$91.89
02/11/10	12205	Ohio Public Defender – Public Defender: \$28,143.48 Total: \$28,143.48
02/11/10	12213	Burkey, Burkey & Scher – Garrettsville to Nelson Annexation Costs: \$76.95, Deb Mazanec – Copies/Faxes: \$1.00 Total: \$77.95
02/23/10	12369	Ohio Department of Public Safety – 2006-JG-D01-6467A – Children’s Advocacy Center: \$10,001.25, Ohio Department of Public Safety – 2006-JG-D01-6473A – Place of Peace: \$6,128.23 Total: \$16,129.48
02/23/10	12368	Ohio Public Defender – Assigned Counsel: \$7,629.77, Enervest Operating – Oil Lease: \$54.49, Everflow Eastern Partners – Oil Lease: \$51.83 Total: \$7,736.09

AUTHORIZATION OF EXPENSES FOR THE MONTH OF FEBRUARY 2010

02/01/10	Bill Steiner/ERTAC/Cuyahoga Falls, Ohio/February 3/\$12.00
02/02/10	Bill Steiner/Ohio EPA-OSWDO/Columbus, Ohio/February 4/\$130.00
02/01/10	Bill Steiner/NEFCO/Green, Ohio/February 17/\$17.00
02/08/10	Bill Steiner/Central Waste/Alliance, Ohio/February 17/\$30.00
01/26/10	Harold Huff/NEFCO Meeting-Summer Center/Green, Ohio/Third Wednesday of each month for 2010/\$0.00
01/26/10	Jeff Lonzrick/ERTAC/Stow, Ohio/First Wednesday of every month for 2010/\$0.00
02/05/10	Jason Williard and Dave McIntyre/Combating Companion Animal Cruelty IV/Upper Arlington, Ohio/March 17/\$0.00
01/19/10	Robert Roosa/Ohio Chapter 84 th Annual Meeting IAEL/Mason, Ohio/May 3-5/\$100.00
01/20/10	Dave Doak/BSSA Winter Seminar/Columbus, Ohio/February 17-18/\$570.00
12/10/09	Cathi Rufener and Susan Allman/SACWIS Group Meeting/Tuscarawas County Department of Job and Family Services/December 10/\$81.00
01/22/10	Kathi Guckleberger, Rose Marie Stegh and Kelly Ristity/NEORTC Liaison Meeting/Akron, Ohio/February 4/\$54.00

01/25/10	Bill Ulik/Ohio's 24 th Annual Employee Ownership Conference/Akron, Ohio/April 30/\$70.00
01/05/10	Anita Herington/2010 OJFSDA Executive Committee Meetings and General Sessions/Columbus, Ohio/February 9, March 2-3, April 13, May 11, June 8-9, July 13, August 10, September 14-15, October 12 and November 9, 2010/\$1,605.00
01/28/10	Shannon Weiss and Danielle Wilson/Home Study on Client/South Bend, Indiana/January 22/\$78.27
02/08/10	Michelle Ripley/Portage County Safety Council/Ravenna, Ohio/February 11/\$15.00
12/04/09	Penny Ray/NE District PCSAO/Richfield, Ohio/February 22, May 24, August 30, November 29, 2010/\$146.00
02/03/10	Penny Ray and Reva Weekly/Protect Ohio Consortium Meetings/Columbus, Ohio/March 30, May 25, July 27, September 28, November 16, 2010/\$810.00
01/29/10	Kevin Gowan/OCDA Canton/Cleveland District Meetings/Hartville, Ohio/March 15, June 14, September 13, December 13, 2010/\$100.00
01/29/10	Kevin Gowan/OCDA Executive Board Meetings/Columbus, Ohio/February 10, March 10, April 14, June 9, August 11, September 8, October 13, and December 8, 2010/\$60.00
02/02/10	Will Christie, Ron Evans and Cyndy Hostler/Attorney Networking/Canton, Ohio/February 5/\$135.25
01/22/10	Judith Harper/Dealing with Difficult People/Akron, Ohio/March 3/\$185.00
02/05/10	Karen U'Halie/Portage County Human Resources Association/Ravenna, Ohio/February 17/\$15.36
02/05/10	Dave McIntyre, Jason Williard, Sarah Hansford/NACA Training Summit/Columbus, Ohio/May 20-22/\$1,879.00
02/16/10	Ross Rizzo/NESOWEA Lab Analyst Training Session/Akron, Ohio/February 19/\$0.00
02/16/10	Charles W. Keiper II/NACO Legislative Conference/Washington, D.C./March 9-10/\$0.00
02/09/10	Harold Huff and Jeff Lonzrick/NESOWEA Industrial Waste Seminar/Richfield, Ohio/February 25/\$80.00
02/08/10	Mike Wright/OCCA Monthly Title Meeting/Columbus, Ohio/February 16/\$45.00
02/08/10	Lori Evans and Barb Slattery/OCCA Monthly Meeting/Columbus, Ohio/February 17/\$100.00
02/11/10	Scott Miller and Ed Reusch/Ohio Easements: Right of Way and Other/Cleveland, Ohio/March 12/\$518.00
02/10/10	Jon Barber and John Mason/NE Regional Hazmat/Middlefield, Ohio/February 26/\$30.00
02/11/10	Jon Barber and John Mason/2010 Spring Directors Conference/Columbus, Ohio/March 31 – April 1/\$570.00
02/12/10	Nicole Kehres and Jeff Pickens/OSACVSO New Service Officer School/Columbus, Ohio/April 5 – 8/\$1,537.00
02/04/10	John Mason/Ohio EMA Group Meeting/Columbus, Ohio/February 8/\$110.00
02/11/10	John Clark and Brandon Fitzpatrick/NESOWEA Industrial Wastes Seminar/Richfield, Ohio/February 25/\$95.00
02/04/10	Dan Banks/Meeting with Senator Brown/Washington, D.C./February 4/\$100.00
02/03/10	Dan Banks/Meeting with Department of Energy to discuss Vadxx/Washington, D.C./February 3-4/\$144.74

*

*

*

*

*