

Commissioner Keiper stated that the Board of Commissioners gets the team in place and the Judges will have a huge voice in the location, footprint, layout etc. This project is the Judges' project in the same manner as the Ravenna Courthouse was the Judges' project and the Prosecutor's Building was the Prosecutor's project; the Board of Commissioners does not have much input. Commissioner Keiper added that historically, the General Fund has paid for all other projects. Judge Oswick responded that the Judges are financing and controlling the spending, which is different than other county projects. She agreed with Judge Poland that there must be a written agreement with the Board of Commissioners to make sure of the agreement of the process and address the Judges' concern.

Commissioner Frederick stated that, if there are points in the Bowen contract that the Judges disagree with, they can be addressed. Judge Oswick replied that she believes that the Judges should also sign the Bowen agreement. The Commissioners agreed that they would be happy to have the Judges attend the weekly construction management meetings along with JoAnn Townend.

Judge Poland asked what sites are being considered. The Board of Commissioners responded that they do not have any idea at this time; the city wanted the court in the downtown block but the Board of Commissioners wanted parking identified before committing to a downtown site; the city has now leased all the available land. The architect will meet with the Judges, Clerk of Courts and the Sheriff to decide on the final footprint before looking at sites. Commissioner Keiper stated that the Board of Commissioners is open to taking down the current structure, adding onto the current structure, or buy property around that site.

Judge Fankhauser asked if the Special Projects fund will pay for the land; Commissioner Keiper responded that he would presume so. Judge Oswick added that there is now the cost of the land because the city had offered to swap that piece of property for city owned property for the Kent courthouse property. Commissioner Keiper responded that the land swap was discussed with the city but ultimately, the county still has several million in assets at that site between the parking lot and the building. Commissioner Frederick stated that the Board of Commissioners would consider using property that the county currently owns in Kent for the facility, although it may not be feasible to use that property. The county owes The Dome property and a parking lot as well as the Kent Court House property.

Judge Oswick asked if another site is chosen and the land is sold, will the money go toward this project. Commissioner Keiper replied absolutely and Commissioner Smeiles agreed, noting that the General Fund is ultimately responsible for the land and project. Mayor Poland asked for a map of the area identifying what property the county owns. JoAnn Townend will get a Tax Map for the Judge.

Commissioner Smeiles reassured the Judges that they will be intimately involved with the project. He added that the Bowen agreement has been argued by Attorney Denise Smith with the Bowen legal team.

Judge Fankhauser asked how the Bowen architectural firm was chosen. Commissioner Smeiles replied that he liked Bowen because it the only firm that uses no subcontractors (mechanical or electrical engineers) but keeps all disciplines in house, with no question as to who is at fault if something goes wrong. The Judges were invited to the interviews with the architectural firms but could not attend due to their schedules. Commissioner Smeiles reminded the Judges that their busy schedules may not allow the Judges to meet with the architect and contractors on a timely basis, which could increase costs. Judge Oswick

stated that the ground rules must be laid out in writing before this process begins. Judge Poland agreed, noting that the Judges have not been through this process before and need to know what their responsibilities and what is expected from them will be. Who is doing what?

Commissioner Smeiles reminded the Judges that the last time they met with the Board of Commissioners Judge Oswick stated that, since Judge Poland has been through this type of project before, she was comfortable delegating him as the lead on the project. Judge Oswick agreed. Commissioner Smeiles stated that he is surprised to hear this morning that the Judges do not feel involved. Judge Oswick responded that she has initiated every single contact with the Commissioners' Clerk and also had to request the architect's contract from JoAnn Townend. She contacted the Commissioners to determine when the interviews with the architects were held or the Judges would not have known about the interviews.

Commissioner Keiper stated that, once the architect's contract is in place, the project will be turned over to the Judges. The Board of Commissioners is the contracting authority regardless of the source of the money. JoAnn Townend confirmed that the Bowen contract will be returned, signed by them, hopefully this week.

Judge Oswick stated that the Judges want some say in what the Board of Commissioners is agreeing to pay Bowen & Associates. Commissioner Smeiles stated that the Board picked the best architectural firm and then negotiated the best price. The local firm did not have the in-house disciplines. The contract was negotiated with Bowen; for example, the hourly rate for the pre-design was negotiated from a lump fee. Commissioner Smeiles also noted that construction management is not included in the Bowen agreement, nor the surveyor to assist in site selection and site prep, underground soil borings, etc. Judge Poland asked if the Judges will have input on the site selection. The Board responded yes.

Judge Oswick referred to the Bowen contract of a commission of 7.8% based on construction administration, furniture, fixtures, equipment, etc. She asked if construction administration includes construction management. JoAnn Townend responded no, the Bowen construction team will attend meetings, sign off on contractor work and submit them for payment. Judge Oswick asked if the firm will get 7.8% of the cost of furniture? JoAnn Townend responded yes.

Judge Fankhauser stated that the Judges may not be as comfortable as the Board of Commissioners with the use of Bowen & Associates for this contract. Commissioner Keiper responded that it is too late to negotiate; the Board of Commissioners has selected this firm. The Judge asked if the process can be reopened with Bowen since is the court's funds being used to pay these fees. Commissioner Keiper stated that the Judges did not attend the interviews with the architects. Judge Oswick replied that the Commissioners did not invite the Judges in to discuss which firm to hire; the Board made that decision without the Judges input. Commissioner Keiper stated that that this contract is all but in place and it is too late to renegotiate with Bowen.

Judge Oswick suggested that the Board of Commissioners look at the \$13,000 proposal given to the Board of Commissioners in June 2009 for site selection and the \$143,000 (a \$129,000 difference) in the current Bowen proposal for the same site selection to determine what the difference is. She reminded the Board of Commissioners that the Special Project fund is not collecting as much money into the fund since the Judges are aware of the way the economy is and are using community service instead of fines in some cases. The Judge also noted that the Security Fund will also be reduced by 25% to fund courthouse security.

She suggested that the county look at the TOPS building in Kent as a possible site for the new courthouse, which has been on the market for a while. Commissioner Keiper agreed, stating that the TOPS site should not be ruled out as a possibility. Judge Oswick also asked for a commitment from the Board of Commissioners that they will contact Bowen and ask for an itemized breakdown of the \$129,000 difference in their two proposals.

Judge Oswick referred to Section 5.6 of the Bowen agreement, which states that the Board of Commissioners is the responsible party for payment of services under the contract. The Judge suggested a written agreement between the Judges and the Board of Commissioners that will address this requirement. Judge Poland stated that the \$13,000 Bowen proposal is simply for a draft; Judge Oswick disagreed stating that the language is very similar. Commissioner Keiper stated that the June 2009 proposal was to determine a ballpark number for the cost of a building on our own. Now we need to start all over again at the beginning, which is a very different proposal. Judge Oswick asked again that the Board of Commissioners investigate the difference in prices of the two proposals.

Judge Poland asked if there was any cost so far for the architectural proposals. JoAnn Townend responded that the Board of Commissioners authorized a 2004 study but not money has been expended yet.

Judge Fankhauser encouraged the use of local labor; Judge Poland added that the project is publicly bid, which requires payment of prevailing wages. Commissioner Keiper advised that the Board of Commissioners is considering using a Project Labor Agreement (PLA) for the project, which will guarantee the payment of prevailing wages. Denise Smith is reviewing the use of a PLA for this project. JoAnn Townend added that the local businesses will be able to bid on the various packages since they are broken down to allow such local participation. The Board of Commissioners will bid out the packages and award the contracts, Bowen & Associates does not choose who participates.

Judge Poland stated that he is concerned because, when the Judge was the Mayor of Ravenna, the Bowen contract for the joint county/city of Ravenna wastewater treatment plant doubled in cost. He likes the idea that Bowen has the entire subcontractor but wants to keep Bowen “on a short leash” in this project. Commissioner Smeiles reminded the Judge that the EPA was involved in that joint project and required a total redesign midway through the project, which caused the increase.

Commissioner Smeiles asked what process the Judges would be comfortable with; what kind of sign-offs do the Judges want. Judge Oswick responded that the Judges want an MOU with the Board of Commissioners detailing who is responsible for what and a meeting with Bowen to find out what the \$129,000 difference is between the June 2009 proposal and their current contract.

The Prosecutor has confirmed that the county can use the Special Projects Fund for security purposes, the agreements are on hold until the Judges can work out the details. JoAnn Townend is to work with the Judges on streamlining the process as to how and when the monies can be spent and what the MOU will look like. Judge Oswick stated that the Judges want this project to be “lean, mean, and utilitarian”.

Judge Fankhauser stated that there is now about \$2.5 million in the Special Projects Fund. There is a request moving forward to use 25% of the fund income for courthouse security. He asked how to determine what the fund will generate? Commissioner Keiper replied that the Board of Commissioners

may borrow all of the money for the project and use a debt service on a note; the fund would then have to generate about \$210,000/year to pay the debt service.

Judge Oswick left the meeting.

The Judges asked where we go from here? Judge Poland stated that he understands that the Judges have no authority to sign contracts and that the Board of Commissioners is the contracting authority. However, the Judges are kicking in a significant amount for the project and he agreed that the Board of Commissioners should investigate the \$129,000 difference in the two Bowen proposals.

The Board of Commissioners agreed that their Clerk should set up a meeting with Allan Renzi of Bowen & Associates, the Judges and Board of Commissioners at the Kent Courthouse. The Judges agreed that Judge Poland will continue to act as their point person.

The Board of Commissioners agreed that JoAnn Townend should create a draft MOU similar to the one used when the County Engineer's facility was built.

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THE WOODLANDS AT ROBINSON

Present: Gary Mitrison

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Mr. Mitrison is completing a check of records and has found a number of agreements such as a generator contract, a deal with Akron Hospital for home health care, etc and is working with JoAnn Townend to update contracts.

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The Board of Commissioners approved the Woodlands at Robinson's Evacuation and Disaster Policy, as presented by the Safety & Loss Control Coordinator and Mr. Mitrison, with one change on page six to clarify the evacuation of residents/Journal Entry

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Mr. Mitrison is working with Human Resources Department Director Karen U'Halie on a pet policy for the Woodlands.

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9:38 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Maureen T. Frederick**, seconded by **Christopher Smeiles** that the Board of Commissioners move into executive session to consider a nursing home disciplinary issue and a House Bill 1 issue. **Also present:** Nursing Home Administrator Gary Mitrison. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

9:50 AM Upon conclusion of the above referenced discussion, it was moved by **Maureen T. Frederick**, seconded by **Christopher Smeiles** 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 disciplinary action by Journal Entry.

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PROSECUTOR

Present: Denise Smith, Jim Albertoni and Dave Polen

Whispering Meadows

Attorney Smith noted that she has not received the promised documents from developer Ken Coffman, as discussed with Commissioner Smeiles. Jim Albertoni asked what property backs the Promissory Note. Denise Smith responded that the note would have allowed the county to go after Mr. Coffman personally. Mr. Albertoni added that this project should have been completed already and the road is not done. All of the residents are concerned with the status of the road, which is falling apart; the berms are higher than the road level in some areas. He acknowledged that Mr. Coffman is plowing the development.

Mr. Albertoni recommended that the Board of Commissioners move forward with court action and asked if the bank has any responsibility in this matter. Attorney Smith responded that the county can sue but the litigation can take two to three years to settle.

The Board of Commissioners authorized the Prosecutor to initiate litigation/Journal Entry

Trustee Pollard thanked the Board of Commissioners for moving forward.

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Review of Prosecutor’s Pending List

- 1. Attorney Smith is writing a letter to the attorney for the Maple Wood Care Centre in Streetsboro regarding their request that the county forgive delinquent sewer charges.

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Prosecutor’s Correspondence

- 1. February 25, 2010 email from Attorney Smith in response to the February 24, 2010 email from the County Engineer regarding the February 5, 2010 correspondence from Robert and Barbara Coleman and the flooding at their Sabin Drive home in Rootstown/Attorney Smith advised that litigation against the County Engineer has been dismissed based on immunity and statute of limitations grounds. She also advised the Board of Commissioners to not respond to this correspondence and that no action is required.

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DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT

Present: Audrey Tillis

RESOLUTIONS

- 1. Annual Transfer from Fund 5200, PCS General Administration to PCS OWDA 1993 – 2005 Funds: 5241, 5242, 5243, 5244, 5245, and 5246/10-0214

2. Annual Transfer from Fund 5600, STS General Administration to Sts OWDA Funds: 5640 and 5642/10-0215

OTHER

3. Discussion Items:
 - a. The Board of Commissioners approved the 2011 Budget Development Calendar
 - b. The Department of Budget & Financial Management staff has updated the Commissioners' FY 2010 Budget Books

UPDATES

4. BOC Pending Requests
 - a. The Director is aware of the Board of Commissioners' approval with 2/23/2010 Journal Entry #9 of the termination of the Sheriff's Cleaning Contract

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DOG WARDEN

Present: Dave McIntyre, Jim Manion, Audrey Tillis

I. Year End Report

- a. The Director presented the highlights of 2009, advising how he broke down the numbers as far as the highest pick up areas.
- b. There were over 200 dogs spayed or neutered between the PetSmart & Ohio Pet Plate grants
- c. The Dog Warden has been able to create indoor/ outdoor runs on front of building, use the walking trail daily, has provided for a laptop in the department truck, has networked all computers in office, uses a Trustee from jail, has scheduled two Rabies Clinics, received free dog food from a warehouse, has started a Volunteer Program to assist with clinics, has installed stainless steel kennel doors, and every kennel has a Kuranda Bed.

II. PetFix- Project - February 16, 2010 Event

- a. There were eight (8) females spayed and four (4) males neutered
- b. The clinic will be scheduled monthly and possibly twice a month w/ cats included.
- c. The county received a \$4,000 grant from Ohio Pet Plate and the Dog Warden is searching more grants.

III. Canvassing 2009

- a. Last year, the department sold 4,676 Tags out of the Dog Warden's Office; the most ever sold at that site.
- b. There were 24,000 tags sold in the county in 2009, which is also a record
- c. Dog Warden staff only canvassed in Kent, Brimfield, and part of Ravenna City
- d. At the height of canvassing, staff was bringing in about 150-160 licenses a week

IV. The Dog Warden asked for approval for Jennifer Sanderson, Humane Agent, to travel with staff in the Dog Warden's county truck to Upper Arlington on 3/17/2010 for "Dog Fighting In Your Community and Legislative Updates"/Journal entry approval.

V. **New for 2010 - Approval Requested**

- a. The Dog Warden suggested that the Board of Commissioners authorize the hire of one (1) part-time employee for 24 to 35 Hours per week starting March 15, 2010 at an estimated cost of \$23,000. The Board of Commissioners agreed that the dog Warden should work with Karen U'Halie to move this hire forward. Audrey Tillis noted that the Dog Warden has a very healthy carryover.
- b. The Dog Warden recommended the hire of two (2) seasonal employees for canvassing starting on May 10, 2010 and ending September 17, 2010. If the Board of Commissioners hires two canvassers at \$9/hour, it would cost \$126 plus benefits a day. The Dog Warden reminded the Board of Commissioners that this hire would equal out to selling 5.2 tags a day or 26 tags a week. In the height of canvassing last year the Dog Warden was selling between 150-160 tags per week.
- c. Outside Kennel- Dave Delphia wants to provide the free labor to improve the north side of the building by adding a concrete pad with doggie doors in the wall. The Dog Warden has checked and found that he does not need any special permits or approvals.
- d. The Dog Warden noted the donated items to date including: Labor, Fencing outside at a value of \$1,200, and concrete at a value of \$1,100. He will work with the Executive Assistant to make certain that the Board of Commissioners accepts all donations.
- e. The Dog Warden is also investigating the installation of five quarantine kennel in garage for sick or vicious dogs. Lowes is interested in getting the block material and Community Service workers or Maplewood students could be used for the labor to install the block.
- f. The Dog Warden suggested that the Board of Commissioners authorized him to hire Dan Banks for one of his furlough weeks to provide grant writing for the Dog Warden. The Board of Commissioners wants to make certain that this would be acceptable. Audrey Tillis noted that the Cost Allocation Plan does incorporate the Grants Administrator's time already. Perhaps the Grants administrator could be furloughed for only three weeks and work for the Dog Warden for the fourth.
- g. Journal Entry for DEA Registration/Journal Entry

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WATER RESOURCES

Present: Harold Huff, Jeff Lonzrick

1. **RESOLUTION** - Approving the plans, specifications and estimate of cost, and setting the date and

time for acceptance of bids for the construction of Contract 'B' for project NO. SH-W 06-300), Cleveland to Aurora Water Line, Phase 2, in the Portage County Regional Sewer District./10-0213

2. SIGNATURES - Acceptance of Easement and Sanitary Sewer Main./Hold for a Resolution

3. DISCUSSION - Portage County Randolph Fair- Paid Sewer Line Installation/Hold
Director Huff reminded the Board of Commissioners that the Fair Board originally declined to be a part of the sewer project. The Fair Board did pay \$29,122 for the bore under State Route 44 and wants to be reimbursed for that expenditure noting that no other resident or business paid for such. Director Huff noted that, if the Fair was a part of the original project, the County would have paid for the bore under SR 44. Should the Board of Commissioners agree to reimburse, Director Huff recommends as part of the agreement that the County obtain a sanitary easement from the Fair along SR 44 on the western Fair boundary. The reimbursement would be a sewer credit. Commissioner Smeiles noted that the County already gave a free tap.

The Board of Commissioners agreed that the Director should work on a draft agreement for Board of Commissioners' consideration.

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10:40 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Maureen T. Frederick**, seconded by **Christopher Smeiles** that the Board of Commissioners move into executive session to conference with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action. **Also present: Attorney Denise Smith and Elizabeth Miller, CORSA Claim and Litigation Manager.** Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

11:10 AM Upon conclusion of the above referenced discussion, it was moved by **Maureen T. Frederick**, seconded by **Charles W. Keiper II** 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. 10-0207 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Maureen T. Frederick, seconded by Christopher Smeiles 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 March 2, 2010 in the total payment amount of **\$570,641.42 for Funds 0001-7000** 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. 10-0208 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

It was moved by Maureen T. Frederick, seconded by Christopher Smeiles 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:

03/02/10	32	\$ 531.96
03/02/10	33	100.00
03/02/10	34	35,608.00
03/01/10	1	135.00
Total		\$ 36,374.96

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. 10-0209 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.

It was moved by Maureen T. Frederick, seconded by Christopher Smeiles 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 **\$135,354.67** as set forth in Exhibit “A” dated **March 2, 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. 10-0210 - RE: APPOINTMENT TO THE PORTAGE COUNTY EMERGENCY MANAGEMENT AGENCY (EMA) ADVISORY COUNCIL.

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

WHEREAS, the Portage County EMA Advisory Council assists and provides direction to the Portage County Emergency Management Agency to reduce the loss of life and property and protects institutions from all hazards by leading and supporting Portage County in a comprehensive, risk-based emergency management program; and

WHEREAS, In accordance with Portage County Commissioners Resolution 89-122 creating the Portage County Emergency Management Agency the Board of Commissioners agreed that the Council will be comprised of the specified officials and private citizens appointed or required; and;

WHEREAS, the Board of Commissioners accepted the recommendation of the Office of Homeland Security & Emergency Management Director and the General Services Director and adopted Resolution 07-603 updating the mandated disciplines to be represented on the Portage County Emergency Management Agency Advisory Committee;

Now therefore be it

RESOLVED, that the following is hereby appointed to fill an unexpired term commencing immediately through August 1, 2011 and representing the following:

<u>Name</u>	<u>Representing</u>
Chief Geoffrey Cleveland City of Ravenna Fire Dept. 214 Parkway Ravenna, OH 44266	Fire Chiefs Association

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. 10-0211 - RE: AUTHORIZING THE PORTAGE COUNTY ENGINEER TO PARTICIPATE IN THE OHIO DEPARTMENT OF TRANSPORTATION'S SODIUM CHLORIDE (ROCK SALT) CONTRACT 18 FOR THE 2010-2011 WINTER SEASON.

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

DATE SUBMITTED: _____

WHEREAS, the Portage County Engineer recommends that the Board of Commissioners authorize a participation agreement for the purchase of sodium chloride through the Ohio Department of Transportation. Effective period: twelve months from date of award, inclusive.

WHEREAS, Section 5513.01 (B) of the Ohio Revised Code provides the opportunity for Political Subdivisions including Counties, Townships, Municipal Corporations, Port Authorities, Regional Transit Authorities, State Colleges/Universities and County Transit Boards and others to participate in contracts of the Ohio Department of Transportation for the purchase of machinery, materials, supplies, or other articles; now therefore be it

RESOLVED, that the Portage County Engineer is authorized to participate in the ODOT Sodium Chloride (Rock Salt) Purchasing Contract #18 on behalf of the Portage County Board of Commissioners; and be it further

RESOLVED, that the Portage County Engineer agrees to the terms of participation as follows:

1. To purchase an estimated salt tonnage, indicated below, exclusively from the vendor awarded the rock salt contract for the County in which said political subdivision is located.

NOTE: By executing this agreement and providing an estimated tonnage the Political Subdivision recognizes that Contract 18 will contain a min/max tonnage provision, as determined by the Director at the time of bid but will not exceed 80/120 respectively, for which the Political Subdivision will be responsible.

2. To be bound by the terms and conditions of the contract.
3. To be responsible for payment directly to the vendor for the quantities purchased under the contract.

4. To be responsible for resolving all disputes arising out of participation in the contract and agree to release the Director of Transportation and the Ohio Department of Transportation from liability for all loss or damage, and from any and every claim or damage resulting from or arising out of participation in the contract pursuant to Ohio Revised Code Section 5513.01(B).
5. Minimum Order – One (1) Truckload - 22 Tons without Piler/200 Tons with Piler

<u>Stockpile Locations</u>	<u>Stockpile Capacity</u>	<u>Tons Required (Estimated)</u>
5000 Newton Falls Road Ravenna, Ohio 44266	4,000 Tons	10,000 Tons

and be it further

RESOLVED,

that participating Political Subdivisions are intended beneficiaries under this contract and are real parties in interest with the capacity to sue and be sued in their own name without joining the state of Ohio, Ohio Department of Transportation. By signing and returning this agreement, we will be bound to participate in this contract during the upcoming winter season, upon award of the contract to a successful vendor. A participating Political Subdivision cannot change its position during this contract period. Termination of participation is effective upon the expiration date of the contract. Failure of a Political Subdivision to purchase its requirements from the awarded vendor or comply with the terms of this contract may invalidate participation for the following winter season.

Political Subdivisions will be required to submit a new participation agreement form every year, indicating storage capacity and stating salt needs for the contract period.

(Authorized Signature and Title) (Date)

MICHAEL A. MAROZZI, P.E., P.S. – PORTAGE COUNTY ENGINEER

(Print Exactly as Signed Above)

PORTAGE

(County Location)

PORTAGE COUNTY ENGINEER

(Political Subdivision)

5000 NEWTON FALLS ROAD

(Street)

RAVENNA, OHIO 44266
(City) (State) (Zip)

BRYAN R. FORD (330) 296-6411
(Contact Name Responsible for Ordering Salt) (Phone Number)

bford@portageco.com
(E-Mail Address)

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. 10-0212 - RE: ACCEPT PROPOSAL OF TIMMERMAN GEOTECHNICAL GROUP, INC. AND ENTER INTO AGREEMENT FOR PROVIDING CONSTRUCTION TESTING SERVICES ON THE LAKEWOOD ROAD BRIDGE (RAV 111 CH151D) REPLACEMENT PROJECT IN RAVENNA TOWNSHIP, PORTAGE COUNTY.

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

WHEREAS, a technical and fee proposal to provide construction testing services on the Lakewood Road Bridge (RAV 111 CH151D) Replacement Project was received by the Portage County Engineer from **Timmerman Geotechnical Group, Inc.**, and

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

RESOLVED, that the Board of Portage County Commissioners does hereby accept the proposal of **Timmerman Geotechnical Group, Inc.** to provide said consulting services for the Lakewood Road Bridge (RAV 111 CH151D) Replacement Project, and be it further

RESOLVED, that said services will be performed by **Timmerman Geotechnical Group, Inc., 2685 Gilchrist Road, Akron, Ohio 44305**, at a cost not to exceed \$9,000.00.

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. 10-0213 - RE: APPROVING THE PLANS, SPECIFICATIONS AND ESTIMATE OF COST, AND SETTING THE DATE AND TIME FOR ACCEPTANCE OF BIDS FOR THE CONSTRUCTION OF CONTRACT 'B' FOR PROJECT NO. SH-W (06-300), CLEVELAND TO AURORA WATER LINE, PHASE 2, IN THE PORTAGE COUNTY REGIONAL SEWER DISTRICT.

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

WHEREAS, this Board by Resolution No. 74-78, adopted April 11, 1974, established Portage County Regional Sewer District; and

WHEREAS, pursuant to authorization by this Board contained in Resolution 06-0813 adopted September 19, 2006, the County Water Resources has caused to be prepared and submitted for approval plans, specifications and estimate of cost for Contract 'B' Project No. SH-W (06-300), Cleveland to Aurora Water Line, Phase 2, hereinafter referred to as the "PROJECT"; and

WHEREAS, the PROJECT will construct a water line and appurtenances to allow conveyance of water to the City of Aurora and their residents from the City of Cleveland per the Agreement; and

WHEREAS, Contract 'B', a part of Cleveland to Aurora Water Line, Phase 2, will extend the express water line from Phase 1 previously constructed. The water line extension, a booster station to provide adequate pressure, and appurtenances will provide the last necessary items to provide water to the City of Aurora residents; and

WHEREAS, copies of said plans, specifications and estimate of cost are on file in the office of the Clerk and County Water Resources and are available for examination therein; now therefore be it

RESOLVED, by the Board of Commissioners of Portage County, Ohio:

Section 1. That said plans, specifications and estimate of cost for Contract 'B' of said PROJECT hereto be and the same are hereby approved.

Section 2. That said plans, specifications and estimate of cost shall be filed in the office of the Clerk of this Board and in the office of the County Water Resources Department and kept continuously on file for inspection by all persons interested therein.

Section 3. That sealed bids for the construction for Contract 'B' of the PROJECT will be accepted by the Portage County Commissioners until 3:30 PM on April 14, 2010 at their office on the seventh floor of the County Administration Building, 449 South Meridian Street, Ravenna, Ohio.

Section 4. That the Notice of receiving bids shall be posted in the Record Courier on March 15 and March 22, 2010 and the Clerk of this Board is directed to post said Notice on the official bulletin board in the office of the County Commissioners. This advertisement for bids can also be found on Portage County's website at: www.co.portage.oh.us under county bid notices.

Section 5. It is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements 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;

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RESOLUTION No. 10-0214

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RE: ANNUAL TRANSFER - FROM FUND 5200, PCS GENERAL ADMINISTRATION TO FUNDS:

5241 PCS OWDA 1993 SUMMIT

5242 PCS OWDA 1994

5243 PCS OWDA 1996

5244 PCS OWDA 2001

5245 PCS OWDA 2005 RAVENNA

5246 PCS OWDA 2003 MANTUA

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

WHEREAS, in order to meet our Ohio Water Development Authority (OWDA) debt obligations, due in July and December, 2010, it is necessary to transfer funds in the amount of \$ 699,149.64; now therefore be it

RESOLVED, that the following transfer of funds in the amount of \$ 699,149.64 is hereby authorized:

FROM:

FUND 5200 PCS GENERAL ADMINISTRATION

ORGCODE - 52004009

Debit Expense Account

Object 910000 - TRANSFER OUT \$ 699,149.64

TO:

FUND 5241, PCS OWDA 1993 SUMMIT

ORGCODE - 52410602

Credit Revenue Account

Revenue Source 280000 - TRANSFER IN \$ 62,318.71

FUND 5242, PCS OWDA 1994

ORGCODE - 52420602

Credit Revenue Account

Revenue Source 280000 - TRANSFER IN \$ 121,802.81

FUND 5243, PCS OWDA 1996

ORGCODE - 52430602

Credit Revenue Account

Revenue Source 280000 - TRANSFER IN \$ 6,195.36

FUND 5244, PCS OWDA 2001

ORG CODE - 52440602

Credit Revenue Account

Revenue Source 280000 - TRANSFER IN \$ 24,854.78

FUND 5245, PCS OWDA 2005 RAVENNA

ORGCODE - 52450602

Credit Revenue Account

Revenue Source 280000 - TRANSFER IN \$ 460,761.06

5246, PCS OWDA 2003 MANTUA

ORGCODE - 52460602

Credit Revenue Account

Revenue Source 280000 - TRANSFER IN \$ 23,216.92

TOTAL TRANSFERS IN \$ 699,149.64

and be it further

RESOLVED, that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor the Department of Budget and Financial Management and the Water Resources Department, 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. 10-0215 - RE: ANNUAL TRANSFER - FROM FUND 5600, STS GENERAL ADMINISTRATION TO FUND 5640, STS OWDA 1996 FUND 5642, STS OWDA 2000

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

WHEREAS, in order to meet the Ohio Water Development Authority (OWDA) loan obligations due in July and December 2010, it is necessary to transfer funds in the amount of \$ 544,394.90; now therefore be it

RESOLVED, that the following transfer of funds in the amount of \$ 544,394.90 be made as follows:

FROM:

FUND 5600, STS GENERAL ADMINISTRATION

ORGCODE - 56004009

Debit Expense Account

Object 910000 - TRANSFER OUT \$ 544,394.90

TO:

FUND 5640, STS OWDA 1996

ORGCODE - 56400602
Credit Revenue Account
Revenue Source 280000 - TRANSFER IN \$ 33,935.42

FUND 5642, STS OWDA 2000
ORGCODE - 56420602
Credit Revenue Account
Revenue Source 280000 - TRANSFER IN \$ 510,459.48

TOTAL TRANSFERS IN \$ 544,394.90

and be it further

RESOLVED, that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, the Department of Budget and Financial Management and the Water Resources Department, 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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RESOLUTIONS

March 2, 2010

1. Approval of Meeting Minutes from the February 25, 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./10-0207
3. Approve the Journal Vouchers as presented by the County Auditor./10-0208
4. Approve Then & Now as presented by the County Auditor./10-0209
5. Resolution presented by the Executive Assistant to appoint Chief Geoffrey Cleveland to the Portage County Emergency Management Agency Advisory Council./10-0210

6. Resolution presented by the County Engineer to authorize him to participate in the Ohio Department of Transportation's sodium chloride (rock salt) contract 18 for the 2010-2011 winter season./10-0211
7. Resolution presented by the County Engineer to accept the Timmerman Geotechnical Group Inc. proposal and enter into an agreement for providing construction testing services on the Lakewood Road Bridge Project (RAV 111 CH151D) Replacement Project in Ravenna Township./10-0212

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INVITATIONS/MEETING NOTICES

March 2, 2010

1. Reminder of the invitation from CBO Wrentmore to their staff luncheon on Wednesday, March 3rd and a tour of the new offices.
2. Notice of the JFS Employee Recognition Luncheon on June 3, 2010 at Reed Memorial Library. Board of Commissioners to attend at noon to make presentations.
3. Notice of the Portage County Health Department Advisory Council Meeting on Monday, March 22, 2010 at 6:30 PM at the Italian American Club. Commissioner Keiper to attend as the Board of Commissioners' appointment.
4. Invitation from MS Consultants for the Open House on Friday, March 19, 2010 at 4:00-7:00 PM, One South Main Street, 8th Floor, Akron.
5. Invitation from the County Clothing Center for "The Chair Affair" on Friday, April 30, 2010, Kent American Legion Hall, 6:30-9:00 PM. Preview Party Friday, April 16, 2010, 6:00-8:00 PM, Daltons Furniture, Kent.

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INCOMING CORRESPONDENCE

DISCUSSION

March 2, 2010

1. Discussion: Regional Airport Authority Board of Trustee Hearing. On February 25, 2010, Commissioner Keiper agreed to discuss this matter with Attorney Meduri/Hold for the next agenda.
2. February 26, 2010 concern from the County Auditor regarding the nursing home beauty salon/The Board of Commissioners wondered if there is a problem with nursing home staff using the beauty salon. Commissioner Frederick stated that the county auditor was looking for a policy, which may not exist/Executive Session with the Nursing Home Administrator today.
3. The Portage County Department of Economic Development presents the draft agenda for the Portage Development Board Orientation on March 4th/Information only

4. February 19, 2010 response from the Ohio Ethics Commission to the Commissioners request for an Advisory Opinion on county participation (Water Resources Department) in a reward/gift program/Information only.
5. Discussion: US Department of Commerce grant assistance/Get an update from Dan Banks.
6. Discussion: Ravenna Training and Logistics site sanitary sewer and water main installation phase I update from the US Department of the Army/Forwarded to the Water Resources Department for comment.
7. February 26, 2010 correspondence from John Clark, Water Resources Department, resigning from the position as superintendent of the Streetsboro-Hudson Regional Wastewater Treatment Plant. Does the Board authorize the posting of the position/Journal Entry

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JOURNAL ENTRY

March 2, 2010

1. Human Resources Department Director Karen U'Halie requests correction to the February 25, 2010 Journal Entry approving the Building and Maintenance Office Manager Position Description to change the position from MGT 2 to MGT 3, as factored.
2. The Board of Commissioners received the Monthly Record of Proceedings and Transactions for February 2010, as presented by the Sheriff's Office – Civil Division in accordance with ORC 325.07.
3. The Board of Commissioners received the February 24, 2010 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the official estimate of resources.
4. Board of Commissioners' authorization requested to pay Neighborhood Development Services Inc. for CHIP Administration for \$11,920.00 as presented by Neighborhood Development Services.
5. Board of Commissioners' signature requested on the payment authorization form for Neighborhood Development Services for implementation services for the City of Streetsboro Home/Building Repair Program for \$4,929.00 as requested by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #02 Home/Building Repair is funding this expense.
6. Board of Commissioners' signature requested on the payment authorization form for Evelyn Beeman for mileage reimbursement for attendance at the OCCD Winter Quarterly Meeting for \$165.20 as requested by the Regional Planning Commission. The B-F-09-062-1 Formula Grant Activity #08 General Administration is funding this expense.
7. Board of Commissioners' signature requested on the payment authorization form for McLean Home Improvements for installation of a new roof for homeowners Kasey and Jamie Parmelee located at 9615 Seminole Trail, Streetsboro for \$ 2,673.90 as requested by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #02 Home/Building Repair is funding this expense.

8. Board of Commissioners' signature requested on the payment authorization form for McLean Home Improvements for installation of a new roof for homeowners Kasey and Jamie Parmelee located at 9615 Seminole Trail, Streetsboro for \$ 297.10 (retainage) as requested by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #02 Home/Building Repair is funding this expense.
9. Board of Commissioners' signature requested on the payment authorization form for Administration/Implementation of the B-Z-08-062-1 Neighborhood Stabilization Program (NSP) Grant for \$4,786.10 as requested by the Regional Planning Commission. The B-Z-08-062-1 NSP Grant General Administration Activity is funding this expense.
10. Board of Commissioners' signature requested on the payment authorization form for Administration/Implementation of the B-F-09-062-1 Formula Grant for \$2,487.23 as requested by the Regional Planning Commission. The B-F-09-062-1 Formula Grant Activity #08 General Administration is funding this expense.

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REFERRED

March 2, 2010

1. February 24, 2010 email from the Ohio Department of Development regarding the 2010 Lead Abatement Training Program/The Grants Administrator forwarded this email to Neighborhood Development Services and the Regional Planning Commission.

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INFORMATION ONLY

March 2, 2010

1. The Board of Commissioners received the February 25, 2010 correspondence from JFS Director Herington to MAXIMUS Consulting Services advising that their services would not be needed to establish the reimbursable costs under the IV-D Child Support Program for State FY 2011.
2. Motor Pool Director Joe Dillon responded to the Commissioners' request that he inspect a Sheriff's vehicle recently stuck in the snow/Clerk to draft a letter to the Sheriff regarding this incident.
3. The Board of Commissioners received the February 24, 2010 Regional Planning Commission nominating committee meeting minutes.
4. February 24, 2010 email from County Commissioners Association of Ohio's Larry Long including the *Restoring Prosperity Report*
5. The Board of Commissioners received the *Reminger Report*.
6. The Board of Commissioners received the Garrettsville Area Chamber of Commerce News for March 2010.
7. The Board of Commissioners received the District Library meeting minutes of the January 21, 2010 meeting.

8. February 24, 2010 e-mail from Anita Herington, Job and Family Services, regarding the .49 Child Welfare renewal levy.
9. February 25, 2010 memo from Regional Planning Commission Director Todd Peetz regarding the 2010 Small Cities Community Development Block Grant Formula Allocation Program. (cc: Grants Administrator)

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Journal Entry

March 2, 2010

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

1. On February 25, 2010, the Board of Commissioners accepted the recommendation of Human Resources Department Director Karen U'Halie and approved the Building and Maintenance Office Manager Position Description as an MGT 2. The Board of Commissioners accepts the recommendation of the Human Resources Department Director and agrees to approve that Position Description as an MGT 3, as factored.
2. The Board of Commissioners acknowledged the receipt of the Monthly Record of Proceedings and Transactions for February 2010, as presented by the Sheriff's Office – Civil Division, in accordance with ORC 325.07.
3. The Board of Commissioners acknowledged the receipt of the February 24, 2010 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the official estimate of resources.
4. The Board of Commissioners authorized payment to Neighborhood Development Services Inc. for CHIP Administration for \$11,920.00, as presented by Neighborhood Development Services. Documents reviewed by Department of Budget & Financial Management Director Audrey Tillis with no exceptions noted.
5. The Board of Commissioners signed the payment authorization form for Neighborhood Development Services for implementation services for the City of Streetsboro Home/Building Repair Program for \$4,929.00, as presented by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #02 Home/Building Repair is funding this expense.
6. The Board of Commissioners signed the payment authorization form for Evelyn Beeman for mileage reimbursement for attendance at the OCCD Winter Quarterly Meeting for \$165.20, as presented by the Regional Planning Commission. The B-F-09-062-1 Formula Grant Activity #08 General Administration is funding this expense.
7. The Board of Commissioners signed the payment authorization form for McLean Home Improvements for the installation of a new roof for homeowners Kasey and Jamie Parmelee, 9615 Seminole Trail, Streetsboro for \$ 2,673.90, as presented by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #02 Home/Building Repair is funding this expense.

8. The Board of Commissioners signed the payment authorization form for McLean Home Improvements for the installation of a new roof for homeowners Kasey and Jamie Parmelee, 9615 Seminole Trail, Streetsboro for \$ 297.10 (retainage), as presented by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #02 Home/Building Repair is funding this expense.
9. The Board of Commissioners signed the payment authorization form for the Administration/Implementation of the B-Z-08-062-1 Neighborhood Stabilization Program (NSP) Grant for \$4,786.10, as presented by the Regional Planning Commission. The B-Z-08-062-1 NSP Grant General Administration Activity is funding this expense.
10. The Board of Commissioners signed the payment authorization form for the Administration/Implementation of the B-F-09-062-1 Formula Grant for \$2,487.23, as presented by the Regional Planning Commission. The B-F-09-062-1 Formula Grant Activity #08 General Administration is funding this expense. Documents reviewed by Department of Budget & Financial Management Director Audrey Tillis with no exceptions noted.
11. The Board of Commissioners acknowledged the receipt the February 26, 2010 letter of resignation from John Clark, Superintendent of the Streetsboro-Hudson Regional Wastewater Treatment Plant, effective Wednesday, March 24, 2010 with approved use of two (2) personal days on Thursday, March 25, 2010 and Friday, March 26, 2010 as presented by Director Harold Huff, Water Resources Department.

The Board of Commissioners also approved the internal and external posting for a Wastewater Superintendent to replace Mr. Clark, as recommended by Human Resources Department Director Karen U'Halie and Water Resources Department Director Harold Huff.

12. After meeting today with Assistant Chief Prosecuting Attorney Denise Smith, the Board of Commissioners agreed to initiate litigation against Pecot, Inc. and FirstMerit Bank, N.A. for the completion of the Whispering Meadows Subdivision in Suffield Township.
13. The Board of Commissioners accepted Dog Warden Dave McIntyre's recommendation and authorized Portage County Humane Agent Jennifer Sanderson to travel with Dog Warden staff in the Dog Warden's county truck to Upper Arlington on March 17, 2010 for the *Dog Fighting In Your Community* and legislative updates.
14. The Board of Commissioners accepted Dog Warden Dave McIntyre's recommendation and authorized the hire of two (2) seasonal employees for canvassing beginning May 10, 2010 and ending September 17, 2010 at \$9/hour.
15. The Board of Commissioners accepted Dog Warden Dave McIntyre's recommendation and authorized the hire of one (1) part-time employee for 24 to 35 Hours per week beginning March 15, 2010 at an estimated cost of \$23,000. The Board of Commissioners agreed that the Dog Warden should work with Human Resources Department Director Karen U'Halie to move this hire forward.

16. The Board of Commissioners authorized Commissioner Keiper to sign the Drug Enforcement Agency (DEA) Renewal Application for Registration under the Controlled Substance Act, as presented by the Dog Warden.
17. The Board of Commissioners approved the Woodlands at Robinson Evacuation and Disaster Policy and Procedures, as prepared by the Safety & Loss Control Coordinator and presented Nursing Home Administrator Gary Mitrisin.
18. After meeting today in an Executive Session with Nursing Home Administrator Gary Mitrisin, the Board of Commissioners accepted his recommendation and authorized a three day suspension (March 3, March 4, and March 9, 2010) for a nursing home STNA.

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 **March 2, 2010**. There being no further business to come before the Board, it was moved by Maureen T. Frederick, seconded by Christopher Smeiles to adjourn the official meeting at **11:40 AM**. 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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