

Tuesday, March 9, 2010

The Board of County Commissioners met in regular session on **Tuesday, March 9, 2010 at 9:05 AM** with the following members present:

Maureen T. Frederick

Christopher Smeiles

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Absent: Charles W. Keiper II attending NACo Legislative Conference in Washington, DC

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It was moved by Maureen T. Frederick, seconded by Christopher Smeiles to approve the meeting minutes of the March 4, 2010 meeting. Commissioner Keiper absent, motion carries

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

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PUBLIC COMMENT PERIOD

Frank Halterman, 6324 Pioneer Trail in Hiram Township, is attending today during the Public Comment Period to compliment the County Engineer on the great job that his snow plow drivers have done on the roads this year. He added that the County Engineer also painted the middle line on his road but not the side lines, which is good management. The Board agreed to let the County Engineer know of Mr. Halterman's comments.

Mr. Halterman also is attending today to discuss his Solid Waste Management District invoice that he received on March 1, 2010 for services from July 1, 2010 through June 30, 2011, noting that the bill was not due to be paid until July 31, 2010. Mr. Halterman called the Solid Waste Management District to ask why the invoice is not due until the end of July and did not receive an acceptable answer. Mr. Halterman asked the Board of Commissioners to investigate and let him know why this has happened. Mr. Halterman praised the Solid Waste Management District drivers for a job well done. The Board of Commissioners agreed to ask Solid Waste Management District Director Bill Steiner to investigate and report to them.

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THE WOODLANDS AT ROBINSON

Present: Gary Mitrisin, Mike Coury, Karen U'Halie

The Woodlands is still pursuing a relationship with Summa noting that Summa has responded that they are not ready to move forward with such a relationship at this time. Staff is also looking at Medical Mutual and Anthem; Anthem is not open until 2011.

The census is at 64 today.

Mr. Mitrison stated that he would like employees to participate in a dress down day to benefit the American Diabetes Day. The Board of Commissioners agreed that staff should check with the County Auditor to determine how to move forward.

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9:35 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 discuss a pending court action issue and a personnel issue. **Also present: Nursing Home Administrator Gary Mitrison, Mike Coury, and Human Resources Department Director Karen U'Halie.** Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Absent; Maureen T. Frederick, Yea.

10:12 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, Absent; Maureen T. Frederick, Yea.

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

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PROSECUTOR

Present: Denise Smith

Review of Prosecutor Pending List

Attorney Smith sent a correspondence to the Attorney for Maple Wood Care Centre advising that the delinquent sewer charges will not be forgiven.

Prosecutor's Correspondence

1. March 5, 2010 e-mail from Gary Mitrison, The Woodlands At Robinson to Denise Smith, regarding medical records for a patient at The Woodlands At Robinson/Information only
2. March 5, 2010 confidential e-mail from Denise Smith, regarding a pre-litigation claim/Information only.
3. March 4, 2010 e-mail from David Brode, regarding Habitat Mortgages/JoAnn Townend presented the necessary resolution today to move this forward.

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10:12 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.** Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Absent; Maureen T. Frederick, Yea.

10:35 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, Absent; Maureen T. Frederick, Yea.

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

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REGIONAL PLANNING COMMISSION

Present: Todd Peetz

The Director met at Hiram College in February to discuss the Farmland Preservation Program in Portage County with interested applicants. Five farmers are interested; one farm has enough points to be funded and two other farms are close. The Director will contact the townships for funding.

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The CDBG proposals are due April 9th to the Regional Planning Commission; the presentations are scheduled for April 15th in the Commissioners' Board Room.

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Review of the March 10, 2010 Agendas.

The Regional Planning Commission is still working on the update to the Portage County Subdivision Regulations. There is a proposed replat of a subdivision in Franklin Township on the agenda.

The director will meet with Atwater Trustees next month to discuss economic development in the township. Randolph Township wants to investigate a land use program.

AMATS has notified the Regional Planning Commission of an extra \$100,000 available for planning grants, which are due in September for a 2011 start. Regional Planning Commission may submit a plan to create a multi-modal plan for Ravenna.

The U.S. Park Service is investigating the development of a special district of the 14 counties making up the Connecticut Western Reserve to look at economic development opportunities. The U.S. Park Service held 21 meetings across the region with only 160 attending. Additional meetings will be scheduled.

The Director put a place holder into the *Funds for an Economic Future* to develop a proposal for placing students and alumni first to capture students when they graduate to stay in Ohio. The Knight Foundation had noted that 60-65% of all students graduating are leaving Ohio.

The Director met with Ravenna Mayor Bica who is interested in membership but also in using Regional Planning Commission staff to assist with planning and mapping in the city, as well as assisting the new Economic Development Director, who has an anticipated April 1st start date. The city of Streetsboro has advised the Director of the city's intent to join the Regional Planning Commission in 2011.

Staff met with the new Commission members and Zoning Inspectors on Friday for a training session. The Director has suggested an every other month luncheon to keep communications open.

PCDED Director Bill Ulik will speak to the Commission about the newly formed Portage Development Board.

The Commission will review the draft Mandatory Cost Savings Days (Furlough) Policy for staff furloughs beginning March 22, 2010.

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The Director advised the Board of Commissioners that the current nominations for the Executive Committee are: Tom Smith as the Chairman, Dick Messner as the Vice-Chairman, Commissioner Keiper, Alan Orashan, Terry Montz, Jim DiPaola, and Sandy Nutter as members. The Commissioner will vote on those selections on March 10th.

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The Board of Commissioners discussed the Neighborhood Development Services concern about the February 25, 2010 Regional Planning Commission memo regarding the 2010 CDBG Formula Grant which states “Portage County has adopted a Community Housing Improvement Strategy which will be used to help evaluate proposed activities but will not preclude projects which are not on this list. Priorities of the CHIS and a list of eligible activities are attached”. The Director noted that this is the same memo that the Regional Planning Commission has been using for years. He agreed to amend the standard language for future use.

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DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: Audrey Tillis

Resolutions

1. Create Fund 5508, PCW Ravenna Training and Logistics/10-0238
2. Cash Advance from Fund 0001, General Fund to Fund 1493, Collaboration Advocates Grant/10-0239
3. Close Fund 1191, Children’s Advocacy Center/10-0240

Other

4. Journal entry approval(s):
 - a. Processing Local Match – Portage County Cruiser Replacement Program/Journal Entry
 - b. Processing Payment of Invoices for Prosecutor’s Grant/Journal Entry
5. Discussion Items:
 - a. Internal Auditor Responsibilities/Journal Entry changes

Updates

The Director noted that JoAnn Townend will bring the draft MOU for new Kent Courthouse to the Board of Commissioners on March 11th.

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RESOLUTION No. 10-0229 - **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 9, 2010 in the total payment amount of **\$501,767.06 for Funds 0001-7218** 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, Absent; Christopher Smeiles, Yea; Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0230 - **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:

03/08/10	273	\$ 1,120.00
03/08/10	271	45.00
03/08/10	253	2,487.23
03/08/10	256	4,786.10
03/08/10	269	6,763.00
03/08/10	270	161.58
03/08/10	247	163.68
03/08/10	249	26,002.54
Total		\$ 41,529.13

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

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RESOLUTION No. 10-0231 - 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 **\$124,768.35** as set forth in Exhibit “A” dated **March 9, 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, Absent; Christopher Smeiles, Yea; Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0232	-	RE:	AMEND RESOLUTION NO. 09-1155 ACCEPTING A GRANT AWARD FROM THE OFFICE OF CRIMINAL JUSTICE SERVICES, JAG/ BYRNE PROGRAM, ON BEHALF OF THE PORTAGE COUNTY PROSECUTOR’S OFFICE IN CONJUNCTION WITH THE CHILDREN’S ADVOCACY CENTER OF PORTAGE COUNTY AND FAMILY AND COMMUNITY SERVICES FOR GRANT YEAR 2009. 2009-RA-D01-2184	

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

WHEREAS, the Ohio Office of Criminal Justice Services has been designated by the Governor to administer the Edward G. Byrne Memorial State and federal stimulus dollars under the American Recovery and Reinvestment Act, and

WHEREAS, the JAG/Byrne Program funds are designed as incentive money to support programs to improve the functioning of the criminal and juvenile justice systems, and

WHEREAS, The Portage County Board of Commissioners, adopted resolution number 09-0396 on April 30th 2009 authorizing the electronic application to the Ohio Office of Criminal Justice Services for the Portage County Collaboration of Advocates to apply for a grant award not to exceed \$70,485.50 with a local match of \$23,495.16, and

WHEREAS, the Portage County Board of Commissioners, adopted resolution no. 09-1155 accepting the grant award from the Office of Criminal Justice Services, JAG/ Byrne Program, on behalf of the Portage County Prosecutor’s Office in Conjunction with the Children’s Advocacy Center of Portage County and Family and Community Services for Grant Year 2009, and

- WHEREAS,** the total project amount of \$78,717.67 and grant allocations and local matches to the various agencies were incorrectly stated per grant documentation, and
- WHEREAS,** the Grant Administrator requests the amendment of resolution 09-1155 to properly state the 1st, 2nd, and 3rd resolves to be in agreement with the Grant Award for proper documentation in the Board's files; now therefore be it
- RESOLVED,** **that the 1st resolve in resolution 09-1155 be amended to read** the Board of Portage County Commissioners hereby accepts the grant award from the Ohio Office of Criminal Justice Services, for funding under the JAG/Edward G. Byrne Memorial State and Local Law Enforcement Assistance Formula Grant Program for the project period of July 31, 2009 to December 31, 2010 for a grant amount of \$59,037.50 with a local match in the amount of \$19,679.17 for a total project amount of **\$78,716.67**; and be it further
- RESOLVED,** **that the 2nd resolve in resolution 09-1155 be amended to read** that the grant award will be divided among three collaborating organizations as follows: Portage County Prosecutor's Office **\$21,171.75**, The Children's Advocacy Center **\$18,326.45**, Family and Community Services **\$19,539.30**; and be it further
- RESOLVED,** **that the 3rd resolve in resolution 09-1155 be amended to read** that the local match of **\$19,679.17** will be provided as follows: Portage County General Fund, **\$7,057.25**; The Children's Advocacy Center of Portage County, **\$6,108.82**; and Family and Community Services, **\$6,513.10**; and be it further
- RESOLVED,** **that all other resolves were correctly stated in resolution 09-1155 adopted by the Portage County Board of Commissioners on December 15, 2009, and be it further**
- RESOLVED,** that a copy of this resolution will be filed with the Portage County Auditor's Office, the Portage County Department of Budget & Financial Management, the Portage County Prosecutor's Office, the Children's Advocacy Center and the Family and Community Services; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in 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;

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RESOLUTION No. 10-0233

- **RE: APPOINT COMMISSIONER CHARLES W. KEIPER II AS THE PORTAGE COUNTY BOARD OF COMMISSIONERS' APPOINTMENT AS A DESIGNATED DIRECTOR FOR THE PORTAGE DEVELOPMENT BOARD (PDB) FOR 2010.**

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

WHEREAS, the Portage Development Board (PDB) was created to provide leadership to serve the needs of greater Portage County, Ohio region by developing and operating programs to promote the economic development of the region; and

WHEREAS, the goals of the PDB are to:

- Assist existing businesses with retention and expansion plans and support the existing employment base in Portage County.
- Market Portage County to attract new business investment.
- Implement a countywide economic development program to advance the Portage County economy with quality job creation; and

WHEREAS, the initial board of directors shall consist of designated directors and elected directors. The total number of directors shall not exceed 36; and

WHEREAS, designated directors shall serve while holding office and are not elected. The total number of designated directors will be 11 and shall be represented by one Portage County Commissioner, now therefore be it

RESOLVED, by the Board of County Commissioners, Portage County, Ohio, that the following board appointment be made:

Commissioner Charles W. Keiper II, a member of the Board of County Commissioners, shall serve as a designated director on the Portage Development Board for the year 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;

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RESOLUTION No. 10-0234 - RE: CREATE PROJECT NUMBERS PC-W (08-121), PC-W (08-122)
& PC-W (08-123) "RAVENNA TRAINING AND LOGISTICS
SITE (RAVENNA ORDNANCE PLANT) POTABLE WATER
SYSTEM AND FACILITIES".

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

WHEREAS, pursuant to authorization by this Board contained in Resolution 08-0271 adopted March 25, 2008, the Water Resources Department is in the process of preparing plans, specifications and estimate of cost for Ravenna Training and Logistics Site (Ravenna Ordnance Plant) Potable Water System and Facilities, Project No. PC-W (08-120), hereinafter referred to as the "PROJECT"; and

WHEREAS, portions of the PROJECT are eligible for federal grant funding under Section 594 of the Water Resources Development Act of 1999, Public Law 106-53, hereinafter referred to as "Section 594"; and

WHEREAS, it is now necessary for appropriate accounting purposes to create the following project numbers, with the same general Project Name, "Ravenna Training and Logistics Site (Ravenna Ordnance Plant) Potable Water System and Facilities":

PC-W (08-121);
PC-W (08-122);
PC-W (08-123); and

WHEREAS, the Portage County Board of Commissioners desires to reallocate all charges for the PROJECT into the aforementioned new project numbers; and

WHEREAS, Project No. PC-W (08-121) will be utilized to track the portions of the PROJECT that are not eligible for Section 594 funding; and

WHEREAS, Project No. PC-W (08-122) will be utilized to track the portions of the PROJECT that are eligible for Section 594 funding; and

WHEREAS, Project No. PC-W (08-123) will be utilized to track the administration and project-related services costs incurred by the United States Army Corps of Engineers and Neighborhood Development Services; now therefore be it

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

Section 1. That said authorization to create Project Nos. PC-W (08-121), PC-W (08-122) and PC-W (08-123) is hereby approved.

Section 2. That said authorization to reallocate the PROJECT charges is hereby approved.

Section 3. That the effective date of this resolution is March 8, 2010.

Section 4. That the Clerk of this Board is hereby directed to certify a copy of this Resolution to the County Auditor and the Department of Budget and Financial Management within 15 days after its passage.

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

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RESOLUTION No. 10-0235 - RE: COMBINE PROJECT NUMBERS ST-4 (06-270) AND ST-4 (06-280) INTO "STREETSBORO TRUNK SEWER REHABILITATION, PHASES 2 & 3" PROJECT NO. ST-4 (06-275).

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

WHEREAS, pursuant to authorization by this Board contained in Resolutions 06-0810 and 06-0811 adopted September 19, 2006, the Water Resources Department is in the process of preparing plans, specifications and estimate of cost for Project Nos. ST-4 (06-270) Streetsboro Trunk Sewer Rehabilitation, Phase 2 and ST-4 (06-280) Streetsboro Trunk Sewer Rehabilitation, Phase 3, hereinafter referred to as the "PROJECT"; and

WHEREAS, the PROJECT is eligible for federal grant funding under Section 594 of the Water Resources Development Act of 1999, Public Law 106-53, hereinafter referred to as "Section 594"; and

WHEREAS, it is now necessary to combine Project Nos. ST-4 (06-270) and ST-4 (06-280) into one project for appropriate accounting purposes; and

WHEREAS, the Portage County Board of County Commissioners desires to combine the aforementioned project numbers under Project No. ST-4 (06-275), Streetsboro Trunk Sewer Rehabilitation, Phases 2 and 3; now therefore be it

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

Section 1. That said authorization to combine the PROJECT under Project No. ST-4 (06-275) is hereby approved.

Section 2. That the effective date of this resolution is March 8, 2010.

Section 3. That the Clerk of this Board is hereby directed to certify a copy of this Resolution to the County Auditor and the Department of Budget and Financial Management within 15 days after its passage.

Section 4. 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, Absent; Christopher Smeiles, Yea; Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0236 - RE: APPOINTMENT TO THE PORTAGE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES.

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

WHEREAS, The mission of the Portage County Board of Developmental Disabilities (PCBDD) is to identify and to provide necessary services by establishing policies, administering and operating facilities, programs, and services that will continue to benefit the citizens of Portage County; and

WHEREAS, Ohio Revised Code 5126 identifies the membership of the county boards of Developmental Disabilities and HB 405, effective December 12, 2001, increased board member terms to three (3) consecutive terms subject to approval of the County Commissioners;

Now, therefore, be it

RESOLVED, that the Portage County Board of Commissioners does hereby appoint the following to serve on THE PORTAGE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES to fill an unexpired term, commencing immediately and expiring November 30, 2012:

John Gargan
Kent, OH 44240

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

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RESOLUTION No. 10-0237 - RE: AMEND RESOLUTION 09-0244 TO CHANGE THE FUNDING SOURCE IN THE MEMORANDUM OF UNDERSTANDING BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS, HABITAT FOR HUMANITY OF PORTAGE COUNTY AND NEIGHBORHOOD DEVELOPMENT SERVICES, INC.

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

WHEREAS, the Portage County Board of Commissioners adopted Resolution No. 09-0244 to enter into a Memorandum of Understanding with Habitat for Humanity of Portage County and Neighborhood Development Services, Inc; and

WHEREAS, Habitat for Humanity of Portage County has requested funding to purchase two (2) vacant lots known as lot #28 and #29 Hillcrest Road, Atwater Ohio; and

WHEREAS, it is now required that the funding source for the purchase be changed from FY2008 CHIP funds to RLF Section 17 funds; now therefore be it

RESOLVED, that the Board of Commissioners agrees to replace the FY 2008 CHIP funding with RLF Section 17 funds; and be it

RESOLVED, that Resolution 09-0244 will be replaced with this resolution and will read in its entirety as follows:

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WHEREAS, Habitat for Humanity of Portage County has requested funding to purchase two (2) vacant lots known as lot #28 and #29 Hillcrest Road, Atwater Ohio; and

WHEREAS, Habitat for Humanity of Portage County intends to construct two (2) new single family homes for the purpose of selling the homes to low to moderate income (LMI) families of Habitat’s choice; and

WHEREAS, Portage County will provide Twenty thousand and 00/100 dollars (\$20,000.00) for the purchase per lot from RLF Section 17 funds for a total of Forty thousand and 00/100 dollars (\$40,000.00); and

WHEREAS, Neighborhood Development Services will be required to oversee the implementation of the project in compliance with all County and RLF regulations; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into a Memorandum of Understanding (attached hereto as exhibit A) between the Portage County Board of Commissioners, Habitat for Humanity of Portage County and Neighborhood Development Services for funding to purchase two (2) lots from RLF Section 17 funds; and be it further

RESOLVED, that Neighborhood Development Services will provide construction oversight of two (2) homes; and be if 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, Absent; Christopher Smeiles, Yea; Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0238 - RE: CREATE FUND 5508, PCW RAVENNA TRAINING AND LOGISTICS

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

- WHEREAS,** it has become necessary to create a new fund in order to properly control the processing of financial related transactions related to the Ravenna Training and Logistics Site (Ravenna Ordnance Plant) Potable Water System and Facilities Construction Project, and
- WHEREAS,** the County Auditor has assigned fund number 5508 to the Ravenna Training and Logistics Site (Ravenna Ordnance Plant) Potable Water System and Facilities Construction Project; now therefore be it
- RESOLVED,** that Fund 5508, PCW Ravenna Training and Logistics be created, and be it further
- RESOLVED,** 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.

Voice vote as follows:

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

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RESOLUTION No. 10-0239 - RE: CASH ADVANCE - FROM FUND 0001, GENERAL FUND TO FUND 1493, COLLABORATION ADVOCATES GRANT

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

WHEREAS, Fund 1493, Collaboration Advocates Grant is in need of interim cash until grant revenues are received; now therefore be it

RESOLVED, that the following cash advance be made in the amount of \$ 15,000.00:

FROM:
FUND 0001, GENERAL FUND
 ORGCODE- 00100009
 Debit Expense Account
 Object 920000 - Advances-Out \$ 15,000.00

TO:

FUND 1493, COLLABORATION ADVOCATES GRANT

ORGCODE - 14930012

Credit Revenue Account

Revenue Source 290000 - Advances-In

\$ 15,000.00

and be it further

RESOLVED, the advance will be repaid to the General Fund when grant revenues are received; and be it further

RESOLVED, that the County Auditor is hereby requested to make said cash advance by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor and the Department of Budget & Financial Management, and be it further

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

Roll call vote as follows:

Charles W. Keiper II, Absent;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0240

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RE: CLOSING OF FUND 1191, CHILDREN'S ADVOCACY CENTER

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

WHEREAS, fiscal activity has ceased in Fund 1191, Children's Advocacy Center, all payments have been made and the Treasurer's Cash Balance is \$0.00; now therefore be it

RESOLVED, that Fund 1191, Children's Advocacy Center is hereby closed; and be it further

RESOLVED, that a certified copy of this resolution be filed with the County Auditor, the Department of Budget and Financial Management and the Children's Advocacy Center, 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;

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RESOLUTIONS

March 9, 2010

1. Approval of Meeting Minutes from the March 4, 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./10-0229
3. Approve the Journal Vouchers as presented by the County Auditor./10-0230
4. Approve Then & Now as presented by the County Auditor./10-0231
5. Amend Resolution No. 09-1155 accepting a grant award from the Office of Criminal Justice Services, JAG/Byrne Program, on behalf of the Portage County Prosecutor’s Office in conjunction with the Children’s Advocacy Center of Portage County and Family & Community Services for Grant Year 2009. (Grants Administrator)/10-0232
6. Appoint Commissioner Charles W. Keiper II as the Portage County Board of Commissioners’ appointment as a designated Director for the Portage Development Board (PDB) for 2010./10-0233
7. Create Project Numbers PC-W (08-121), PC-W (08-122) & PC-W (08-123) “Ravenna Training and Logistics Site (Ravenna Ordnance Plant) Potable Water System and Facilities”. (Water Resources)/10-0234
8. Combine Project Numbers ST-4 (06-270) and ST-4 (06-280) into “Streetsboro Trunk Sewer Rehabilitation, Phases 2 & 3”, Project No. ST-4 (06-275). (Water Resources)/10-0235
9. Appointment to the Portage County Board of Developmental Disabilities – John Gargan/The Board of Commissioners noted that Dr. Macke is pleased with this candidate/10-0236

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INVITATIONS/MEETING NOTICES

March 9, 2010

1. Meeting notice for the Mental Health & Recovery Board meeting on Monday, March 8, 2010, 6:30 PM, 155 E. Main St., Kent.

2. Invitation from the Children's Advocacy Center for the 12th Annual Bowl Against Abuse fundraiser for the Children's Advocacy Center of Portage County on Saturday, May 8, 2010, Kent Lanes.
3. Invitation from the International Trade Assistance Center and NEOTEC for the Understanding Global Finance Options seminar on Wednesday, March 24, 2010, 8:30 AM-6:00 PM, Cappelli's at Comfort Inn, Mentor.
4. Invitation from Kent State University for the LEPC 2010 Workshop on Monday, April 5, 2010, 8:30 AM at Kent State University Student Center.
5. Invitation for the Court of Honor for David Gieseler, Troop 269 on Sunday, March 28, 2010, Our Lady of Perpetual Help Church, Aurora, 5:00-7:00 PM.

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JOURNAL ENTRY

March 9, 2010

1. Board of Commissioners' authorization requested to use the Portage County Administration Building's 1st Floor Lobby on Thursday, March 18, 2010 from 7:30-11:30 AM for a bake sale as requested by the Portage County Senior Center.
2. Board of Commissioners' authorization requested to pay Invoice No. 1005, dated February 26, 2010 for Annual Dues for Portage County per the Cooperative Agreement of the Northeast Ohio Joint Office of Economic Development (JOED) for calendar year 2010 \$25,000.00.
3. Board of Commissioners' authorization requested to release \$3,300 to the Portage County Agricultural Society, dba Randolph Fair, as the Portage County Annual Contribution in accordance with Ohio Revised Code Section 1711.

Commissioner Frederick noted that Charlie Brieding contacted her and was pleased that he was to meet with Water Resources Department Director Harold Huff to discuss the \$29,000 sewer issue.

4. Board of Commissioners' authorization requested to use the Portage County Administration Building's C Lot (lot South of Administration Building) on Sunday, June 27th and Saturday, August 28th for parking for shuttle pick up all day as requested by Happy Trails Farm Animal Sanctuary Inc.

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REFERRED

March 9, 2010

1. March 1, 2010 memo from the County Commissioners Association of Ohio, requesting review of the internal database assistance request. Referred to Commissioners' staff to complete.

2. March 3, 2010 correspondence from Greg Pollack, Boy Scout Troop 269, regarding the Court of Honor for David Gieseler, Troop 269, Aurora. Referred to Executive Assistant.
3. March 1, 2010 correspondence from Carol Guercio, Ohio Department of Development, regarding change in field representative assignments. Referred to Department of Budget and Financial Management and Grants Administrator.
4. February 26, 2010 memo from Michael Hiler, Ohio Department of Development, regarding homeownership finance mechanism guidance and clarification. Referred to Grants Administrator.
5. March 1, 2010 memo from CORSA for the renewal meeting on Friday, March 26, 2010, 9:30 AM. Referred to Human Resources Department.
6. The Board of Commissioners received the February 26, 2010 waiver request approval for CHIP for \$27,500.00. Referred to Neighborhood Development Services, Grants Administrator and Department of Budget and Financial Management.
7. The Board of Commissioners received the Owner/Tenant Statement of balance due for water usage at County owned properties for February 2010 as presented by the City of Ravenna. Referred to Internal Services and Maintenance Department.
8. March 1, 2010 memo from Michael Hiler, Ohio Department of Development, requesting completion of the annual program income report prior to March 31, 2010. Referred to Grants Administrator and Department of Budget and Financial Management.

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PLEASE ADD TO YOUR AGENDA

March 9, 2010

1. Board of Commissioners' authorization requested to add the newly formed Portage Park District Foundation to the Portage County CORSA program at no additional charge as requested by Executive Director Christine Craycroft, Portage Park District/Journal Entry.

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INFORMATION ONLY

March 9, 2010

1. March 2, 2010 e-mail from Betty Kovach, MetroHealth Medical Center, to the Portage County Regional Airport Board members, regarding the Metro Life Flight.
2. March 3, 2010 e-mail from Mickey Marozzi, County Engineer, regarding Northern Alliance Road vacation (approved in 1950 but never recorded).

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Journal Entry

March 9, 2010

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

1. The Board of Commissioners authorized the use of the Portage County Administration Building's 1st Floor Lobby for a bake sale on Thursday, March 18, 2010 from 7:30-11:30 AM, as requested by the Portage County Senior Center. Portage County Security Services to provide one table and four chairs.
2. The Board of Commissioners authorized payment of Invoice No. 1005, dated February 26, 2010, for \$25,000 for Annual Dues for Portage County in accordance with the Cooperative Agreement of the Northeast Ohio Joint Office of Economic Development (JOED) for calendar year 2010.
3. The Board of Commissioners authorized the release of \$3,300 to the Portage County Agricultural Society, dba Randolph Fair, as the Portage County Annual Contribution in accordance with Ohio Revised Code Section 1711. Referred to Department of Budget and Financial Management to process.
4. The Board of Commissioners authorized the use of the Portage County Administration Building Parking Lot C (lot south of Administration Building) on Sunday, June 27, 2010 and Saturday, August 28, 2010 for parking for all day shuttle pick up, as requested by Happy Trails Farm Animal Sanctuary Inc.
5. The Board of Commissioners authorized the hire of Jo Ann Keaton as a part-time Facilities Keeper for 24 to 35 hours per week beginning March 15, 2010 for the Dog Warden. The Dog Warden will pay \$11.00/hour plus \$0.65/hour for euthanasia certification, as presented by Dog Warden Dave McIntyre. The Board of Commissioners notes that this hire is contingent upon a pre-employment physical and drug and alcohol testing.
6. The Board of Commissioners approved the request from the Portage Park District's Executive Director Christine Craycroft and authorized the addition of the newly formed Portage Park District Foundation to the Portage County CORSA program at no additional charge to the county.
7. On September 1, 2009, after meeting with Department of Budget & Financial Management Director Audrey Tillis, Internal Services Director JoAnn Townend and Grants Administrator Dan Banks, the Board of Commissioners approved the reassignments of the Internal Auditor responsibilities on both a temporary and permanent basis. Today, the Board of Commissioners accepted the recommendation of Department of Budget & Financial Management Director Audrey Tillis and approved additional reassignments, as presented by Director Tillis.
8. The Board of Commissioners signed the March 9, 2010 correspondence to County Auditor Janet Esposito requesting that staff debit the General Fund account for a local government match of \$67,500 as shown below and credit this amount to Fund 1108, as presented by the Department of Budget and Financial Management:

<u>Org</u>	<u>Object</u>	<u>Project</u>	<u>Amount</u>	<u>Description</u>
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Debit: 00100004	492100		\$67,500	Local Share
Credit: 11087001	194000	9A03S	\$67,500	Local Match/Share

9. The Board of Commissioners signed the March 9, 2010 correspondence to County Auditor Janet Esposito requesting that staff debit Fund 1493, Collaborative Advocates Grant, and credit Fund 1481, Prosecutor’s State Grant, as shown below as presented by the Department of Budget and Financial Management:

<u>Org</u>	<u>Object</u>	<u>Project</u>	<u>Amount</u>	<u>Description</u>
Debit: 14930014	400000	9B03S	\$11,486.58	Contract Services
Credit: 14813001	152000	9A75S	\$11,486.58	Contract Services

Commissioner Keiper absent, motion carries.

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We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners’ meeting on **March 9, 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 **11:35 AM**. Commissioner Keiper absent, motion carries.

ABSENT
Charles W. Keiper II, President

Maureen T. Frederick, Board Member

Christopher Smeiles, Vice President

Deborah Mazanec, Clerk

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