

Tuesday, March 23, 2010

The Board of County Commissioners met in regular session on **Tuesday, March 23, 2010 at 9:30 AM** with the following members present:

Charles W. Keiper II

Maureen T. Frederick

Christopher Smeiles

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It was moved by Maureen T. Frederick, seconded by Christopher Smeiles to approve the meeting minutes of the March 18, 2010 meeting. All in favor, motion carries

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

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Homeland Security and Emergency Management Office Director Jon Barber, General Services Director Jim Manion, and Sheriff's Lieutenant Dennis Missimi attending to update the Board of Commissioners on the lightning strike last night to the communications system located on the Delphi water tower and the Justice Center, which also suffered some damage. Lt. Missimi recommended that the communications equipment be moved to NEOUCOM and a repeater placed in Suffield Township on their new tower, noting that staff safety is his main concern. Director Barber noted that there are no parts available to repair the current voter at the Delphi site and parts have to be repaired/rebuilt by hand. A new "box" will cost about \$7,500 according to an August 2009 quote for that replacement.

Commissioner Keiper asked what kind of timeline do we have for the fix and what would be a permanent solution. Jon Barber responded that the insurance would cover the fix of the current equipment but recommended that the Board of Commissioners purchase a new piece of equipment.

Commissioner Smeiles attending at 9:40 AM

The purchase today would be located at the Delphi site and then moved to NEOUCOM once the tower is installed/Journal Entry

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THE WOODLANDS AT ROBINSON

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

1. Mr. Coury advised the Board of Commissioners that Premier Therapy had agreed to split the cost of the purchase of tee-shirts for short-term residents leaving the Woodlands. The County Auditor refused to pay the invoice and has referred the matter to the Prosecutor's Office. Commissioner Frederick asked that staff keep the Board of Commissioners informed about these kinds of issues before they come to their attention. Commissioner Frederick also suggested that staff work with Charlene Badger on marketing. Commissioner Keiper stated that there is nothing wrong with the proposed spending for the tee-shirts, nor the marketing effort. He does not want to see \$100 purchases come across his desk for approval. He added that staff cannot be responsible for how the Auditor reacts to purchases. Commissioner Frederick does not disagree but she believes that, with the financial distress the Woodlands in is, the Board of Commissioners must "stop the bleeding". Mr. Coury responded that he is

attempting to do as the Board of Commissioners asked and increase marketing efforts, he was not aware that the Auditor would take issue with this spending. Commissioner Smeiles applauded the marketing effort and the fact that the therapy company will pay a part of the cost for the tee-shirts. The policy of purchasing/marketing initiative is good; the Board of Commissioners agreed that nursing home staff should work with Charlene Badger on the slogan.

Mr. Coury asked what input the Board of Commissioners wants to have in the marketing efforts. Commissioner Smeiles replied that the Board of Commissioners hired Generations to run the nursing home. Keep Board of Commissioners informed via e-mail as to the steps taken in marketing and keep things simple.

2. Mr. Coury is working with IT Director Brian Kelley in the purchase of the billing software called Quadax at cost of \$750 and a monthly fee of \$150. Attorney Brode reviewed the contract and JoAnn Townend is working on the agreement.
3. Mr. Coury noted that hire of a Rehab Medical Director would help keep residents in the building. The Director would be paid a fee and would work on a contract basis. Staff has approached Dr. Dean to discuss this possible hire. The Board of Commissioners agreed to the concept of the hire of a Rehab Medical Director.
4. Mr. Coury suggests hiring a marketing consultant for not more than 8-16 hours per week at \$60/hour. The Board of Commissioners agreed to consider a proposal including the kinds of deliverables the county would receive and possible census increase for their. The Board of Commissioners agreed to meet the candidate.

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10:07 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 discipline issue at the Woodlands at Robinson. **Also present:** Gary Mitrison, Mike Coury and Human Resources Department Director Karen U’Halie. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

10:17 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 approved a termination.

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PROSECUTOR

Present: Denise Smith, Attorney Brenda Coey

Review of Prosecutor’s Pending List

1. Commissioner Keiper will contact Attorney Meduri to discuss the question of writing a complaint to the Ethics Commission.

2. Attorney Meduri is completing the complaint for the Whispering Meadows Subdivision and will file it by the end of this week.
3. Commissioner Smeiles has talked to the County Engineer who is sending his written recommendation for the vacation of the Timberstone Subdivision. Attorney Smith will draft a resolution to start that process.

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Prosecutor’s Correspondence

1. March 17, 2010 correspondence from Paralegal Barbara Ruonavaarato John McLandrich, Mazanec, Raskin, Ryder & Keller Co., LPA, regarding Case No. 5:09 CV 02938/Information only.
2. March 15, 2010 e-mail from Denise Smith, regarding contractor criteria/Information only.

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10:10 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: Attorneys Denise Smith and Brenda Coey, Gary Mitrison and Mike Coury.** Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

Mr. Coury and Mr. Mitrison left the Executive Session at 10:40 AM

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

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

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ECONOMIC DEVELOPMENT

Present: William Ulik

1. Portage County had submitted two projects for Recovery Zone Bonds; one for NEOUCOM and the second for an Aurora Project. The NEOUCOM project is moving forward; the second project is not. There is an April 8th deadline for the submittal of verification documents.
2. The Director was approached by MAGNET (The Manufacturing Advocacy & Growth Network) of Cleveland about Portage County participation in a regional EDA Grant application. The Board of Commissioners agreed that Portage County should participate with MAGNET to pursue a portion of the \$11 million available regionally.
3. The TIRC Committee meetings are ongoing with Diana Fierle attending the meetings. Mr. Ulik will have a status report next month but noted that many users are not meeting their employment goals.
4. The Director noted that KSU has presented preliminary designs, which will be reworked before the new website redesign can be completed. The Marketing Material & Segmentation Study will have

students tackle the segmentation of Portage County economy to identify where efforts should be focused.

5. After the Portage Development Board (PDB) Orientation Meeting, staff reviewed the responses from the members as to their acceptable levels of participation. The next step is to have an organizational meeting with the nominating committee making a recommendation to the Board of Directors. The Board of Commissioners agreed that the Director should work with Attorney George Sarkis to keep the process moving. Director Ulik noted that most attendees had an idea as to the PDB mission because either he or the Board of Commissioners made contact with them prior to the Orientation Meeting. Commissioner Smeiles suggested that staff send a thank you to those attending the Orientation meeting; Bill Ulik to work on a draft from the Board of Commissioners.
6. The Director advised the Board of Commissioners that the office has received seven leads from the Ohio Department of Development for building sites. Most companies have 40-50 other sites to look at.
7. The Board noted that the offices of the Department of Economic Development will receive the Raven Award on April 8th.

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WATER RESOURCES - Cancelled

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DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: Audrey Tillis, Karen U’Halie

Discussion

Director U’Halie advised the Board of Commissioners that she is recommending a 1.75% chargeback for the Workers Compensation chargeback/Journal Entry

Resolutions

1. Cash Advance from Fund 5400, PCW General Administration to Fund 5508, PCW Ravenna Training and Logistics/10-0279
2. Transfer from Fund 0001, General Fund to Fund 1480, Violence Against Women/10-0280

Updates

3. BOC Pending Requests
 - a. Building Security – the Board of Commissioners has not yet heard from the Judges in response to their inquiry of available funding for the required Ravenna Court House Metal Detector Replacement
 - b. The Director contacted Homeland Security and Emergency Management Office Director Jon Barber and determined that the \$7,500 necessary to replace the communications equipment located on the Delphi water tower cannot be paid from 911 funding since it is a radio purchase. The Director will look at claims lines to see if payment can be made from there.
 - c. The Director noted that the Bailey Road project for County Engineer needs a \$95,137 cash advance/Bring back on March 30th.

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11:30 AM Recessed to Investment Advisory
11:45 AM Reconvened

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11:55 AM Lunch Recess
1:05 PM Board of Commissioners reconvened

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FY2010 CHIP GRANT PUBLIC HEARING NO. 2 OF 2
Present: Board of Commissioners, Cheryl Woods, Jen King, Dan Banks, Deborah Mazanec
Convened 1:05 PM

Present: Commissioners Charles W. Keiper II, Christopher Smeiles and Maureen T. Frederick; Grants Administrator Dan Banks; Neighborhood Development Services, Inc. staff Cheryl Wood and Jen King; Commissioners' Clerk Deborah Mazanec

- I. Introduction – Commissioner Keiper introduced those attending
- II. Purpose of Hearing- Cheryl Wood stated that the hearing is being held to hear comment on the propose Ohio Department of Development 2010 Community Housing Improvement Program (CHIP) HOME application.
- III. Review of Programs – Cheryl Wood
Portage County desires to use these available monies to provide private owner rehabilitation, down payment assistance rehabilitation, home repair septic, home ownership counseling, fair housing, and administration services as eligible under the grant guidelines. The proposal is for the filing of the 2010 Community Housing Improvement Program Grant application in an amount not to exceed \$500,000.00 and commits \$28,000.00 of the 2010 Formula Allocation funds, as well as committing \$40,000.00, from the County's Home RLF. The grant is to be administered and implemented by the Neighborhood Development Services Inc.
 1. Private Owner Rehab: This program is designed to help Low to Moderate Income (LMI) Households repair and upgrade their homes in accordance with ODOD Residential Rehab Standards. The request is for \$330,000 in CHIP funds for this activity; the county will match the activity with \$40,000 from the HOME RLF. The maximum loan will be \$42,000 including soft costs and nine units will be assisted through this program.
 2. Home Repair Septic System: This is designed to help Low to Moderate Income (LMI) Households repair or replace their septic system. The maximum loan is \$24,000 including soft costs with seven units assisted through this program. The request is for \$125,000 in CHIP funding with the county match of \$24,000 of the FY 2010 CDBG Formula Grant.
 3. Fair Housing: the county will be matching \$4,000 in FY 2010 CDBG Formula Funds.
 4. Administration: \$45,000 will be requested in CHIP funds for this activity

IV. Questions and Comments

- Commissioner Smeiles noted that the Board of Commissioners has agreed to use CDBG funds to fund this CHIP grant.
- Dan Banks noted that he talked to Health Commissioner Porter about the septic portion of this grant and he is pleased with that opportunity.
- Commissioner Frederick noted that this is a wonderful opportunity to assist those with problem septic systems.

Hearing no further comment, the public hearing adjourned at 1:11 PM.

After adjourning, the Board of Commissioners adopted Resolution 10-0281 authorizing the filing of the 2010 CHIP HOME grant application.

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1:19 PM 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 Commissioners' departmental employment issue. **Also present:** Human Resources Department Director Karen U'Halie. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

1:30 PM 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 no action.

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RESOLUTION No. 10-0275 - 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 23, 2010 in the total payment amount of **\$374,483.17 for Funds 0001-8105** 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. 10-0276 - 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:

03/22/10	874	\$ 2,015.00
Total		\$ 2,015.00

and be it further

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

Roll call vote as follows:

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

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RESOLUTION No. 10-0277 - 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 **\$136,444.29** as set forth in Exhibit “A” dated **March 23, 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. 10-0278 - RE: APPROVING A REQUEST FOR INSTALLMENT PAYMENTS OF CONNECTION CHARGES FOR CONNECTION TO THE SANITARY SEWERAGE SYSTEM IN THE PORTAGE COUNTY REGIONAL SEWER DISTRICT AND ESTABLISHING THE TERMS AND CONDITIONS OF THE SAME.

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

WHEREAS, this Board by **Resolution No. 09-0006** adopted January 06, 2009, has established connection charges for connection to the sanitary sewerage system in Franklin Township and has provided therein that the applicants in order to purchase a permit for such connection may submit a written request to the Board requesting that such connection charges be paid in installments; and

WHEREAS, the following named applicants, being the owners of the property hereafter described applied for a sanitary sewer permit in 2010 and have now requested in

writing the option of paying the connection charges, applicable to the following described property in installments;

Applicants:

Mark C. Strickler and Barbara Ann Strickler (Owners)

Service Addresses: 5436 Burnett Road
Kent, Ohio 44240

Parcel Numbers: 12-003-00-00-014-000

Property Deed Description: Situated in the Township of Franklin, County of Portage and State of Ohio: Know as being a 2.95 acre parcel of land located in Franklin Township Lot 3 and deeded to Mark C. Strickler and Barbara Ann Strickler by Deed Volume 990 Pages 40 through 45 of the Portage County Records of Deeds and being further described as follows:

Beginning at the intersection of Summit Road (C.H. 148) and Burnett Road (T.H. 95); Thence South 4 degrees 01 minute 00 seconds West along the centerline of Burnett Road (T.H. 95) a distance of 300.00 feet to a point; Thence South 78 degrees 59 minutes 00 seconds East a distance of 30.23 feet to the Northwest corner of a parcel owned by Mark C. Strickler and Barbara Ann Strickler, said point also being along the east right of way line of Burnett Road (T.H. 95) and the true place of beginning of the following described parcel of land.

Thence continuing South 78 degrees 59 minute 00 a distance of a distance of 552.22 feet to the West property line of property currently owned by the Kent Church of the Nazarene.

Thence South 04 degrees 01 minutes 00 seconds West along the West property line of property currently owned by the Kent Church of the Nazarene a distance of 170.80 feet East to the southeast corner of said Strickler property;

Thence North 81 degrees 39 minutes 00 seconds West a distance of 549.69 feet to a point along the Strickler's west property line, said point also being the East right of way line of Burnett Road (T.H. 95);

Thence North 04 degrees 01 minutes 00 seconds East along the Strickler's West property line and the East right of way line of Burnett Road (T.H. 95) to the Northwest corner of the Strickler property and also being the true place of beginning,

Said point also being a point along the East right of way line of Burnett Road (T.H. 95);

Description provided from Deed Volume 990 page 40 and Portage County Tax Map Office Original Lot 3 of Franklin Township.

WHEREAS,

this Board, on the basis of all relevant facts and circumstances, hereby determines that the granting of such request would be equitable pursuant to the following terms and conditions that are determined to be fair and appropriate now therefore be it

RESOLVED,

by the Board of County Commissioners, Portage County, Ohio
(COMMISSIONERS):

Section 1. That determinations set forth in the second preamble of this resolution are hereby incorporated herein.

Section 2. That request of the above named applicants for the installment payment of the connection charges established pursuant to Resolution No. **09-0006**, adopted January 6, 2009 with respect to the property described in the preamble to this resolution is hereby approved subject to the following terms and conditions.

- A. The amount of such connection charge to be paid by Time payments is \$3,000.00. Remainder of Tap-in fee to be paid by NDS or Mark C Strickler and Barbara Ann Strickler prior to Portage County Water Resources issuing of a sanitary sewer connection permit.
- B. The connection charges shall be payable in 20 quarterly installments beginning with the first sanitary sewer billing after connection to the sanitary sewer, unless pursuant to Paragraph H of this section, if the applicants are delinquent twice in any calendar year on paying quarterly installments and carrying charge thereon, at which time the total unpaid balance of such connection charges shall be deemed an additional installment then due and owing in that quarter.
- C. A carrying charge shall be paid equal to 4.00 percent per annum on the unpaid balance of the total connection charges due and owing computed from the date of the payment of the preceding quarterly installment.
- D. The quarterly installment and the carrying charges thereon shall be included as a separate item on the quarterly bill for sewer service.
- E. In the event any installment or the carrying charge thereon are not paid within days after the quarterly billing date, a penalty of 10 percent of the amount then due and owing shall be paid.
- F. The applicants, prior to the issuance of the permit, may be required by the Board of County Commissioners to give security, which may include the requirement of a surety Bond sufficient to assure the payment of all such installments.
- G. The applicants or their successors, in title to the property identified in the preamble (hereinafter referred to as "their successors"), at their option may, at any time,

make payment of the unpaid balance of the connection charges and carrying charge provided for herein, provided that if such prepayment option is elected, the carrying charge provided for herein shall be computed and paid only to the date of payment of the unpaid balance.

- H. In the event the applicants or their successors are delinquent twice in any calendar year on paying quarterly installments and carrying and the carrying charge thereon, the Board may by notice in writing to the applicants or their successors, declare the unpaid balance of the connection charge to be due and payable immediately as an additional installment then due and owing in that quarter and upon such declaration such installment shall become due and payable, provided that the applicants or their successors, may cure such default and acceleration of the additional installment by paying, within 15 days of such carrying charges thereon together with the penalty applicable thereto. Such written notice shall be given to the applicants or their successors, by registered or certified mail, postage prepaid at the address set forth in the following approval of terms and conditions. It shall be the obligation of the applicants or their successors to notify the County Sanitary Engineer of any difference of address to which such notice shall be sent. In the event such default is not cured by such payment within the specified period, the installments which are delinquent, together with any unpaid carrying charges and penalty and the balance of the connection charges, all of which are due and payable by reason of such declaration, shall be certified by this Board to the County Auditor who shall place the same upon the real property tax list and duplicate against the property served by such connection and such charge shall be a lien on such property from the date the same are placed on the real property tax list and duplicate by the Auditor and shall be collected in the same manner as other taxes.

Section 3. The Sanitary Engineer acting on behalf of the Board, is hereby authorized and directed to certify to the County Auditor such information as will identify the parcel of property to be served by the connection to be paid in installments pursuant to this resolution, the total amount of the connection charges to be paid in installments, the amount of each installment and the total number of installments to be paid. The County Auditor shall record such information in the sewer improvement record provided for in Section 6117.33, Revised Code, for the Sewer District and maintain such record until the connection charges are paid in full.

Section 4. The County Sanitary Engineer shall present a certified copy of this resolution to the applicants referred to herein. The applicants shall execute thereon an endorsement that the terms and conditions set forth in the resolution are satisfactory to the applicants and that the resolution and the terms and conditions thereof, constitute an agreement between the applicants and the County. Upon the execution by the applicants of the approval of such terms and conditions, the applicants can execute an affidavit pursuant to Section 5301.252, Revised Code, for recording pursuant to Section 317.08, Revised Code, with respect to the right of Portage County to acquire

a lien against the above described property in the event of the failure of the applicants or their successors, to pay when due as provided herein. Such affidavit shall, among other things, identify the property to which such lien may attach and shall have attached to it a true and correct copy of this resolution, including the approval of the terms and conditions by the applicants and such County. Upon the receipt of the resolution with such endorsement executed by the applicants and the execution of such affidavit, the County Sanitary Engineer is authorized to issue to the applicants the permit provided for in Section 2 of Resolution No. **09-0006**.

Section 5. That the Clerk of this Board is hereby directed to file a certified copy of this resolution with the Auditor of this County for recording pursuant to Section 319.61, Ohio Revised Code. In the event the Board declares the unpaid balance to be due and payable pursuant to Subsection H of Section 2 and the default is not cured, a certified copy of the resolution providing for the acceleration of the unpaid balance shall so be certified to the County Auditor for recording pursuant to such section.

Section 6. 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 a meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Voice vote as follows:

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

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RESOLUTION No. 10-0279 - RE: CASH ADVANCE - FROM FUND 5400, PCW GENERAL ADMINISTRATION TO 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, Portage County and the Neighborhood Development Services, Inc. has entered into a grant Agreement with the United States Army Corp of Engineers for the Ravenna Training and Logistics Site (Ravenna Ordnance Plant) Potable Water System and Facilities Project and,

WHEREAS, Portage County is to receive \$ 849,600.00 to reimburse the Water Resources Department for design and construction services for the Project, and

WHEREAS, interim financing is needed to process invoices for Design Services on the Ravenna Training and Logistics Site (Ravenna Ordnance Plant) Potable Water System and Facilities Construction Project until grant funds are received; now therefore be it

RESOLVED, that the following cash advance be authorized in the amount of \$ 200,000.00:

FROM:

FUND 5400, PCS GENERAL ADMINISTRATION,
ORGCODE – 54004009
Debit Expense Account
Object 920000 Advances Out \$ 200,000.00

TO:

FUND 5508, PCW RAVENNA TRAINING AND LOGISTICS
ORGCODE – 55080602
Credit Revenue Account
Revenue Source 290000 Advances In \$ 200,000.00

and be it further

RESOLVED, that the cash advance will be repaid when grant funds 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, 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. 10-0280 - RE: TRANSFER FROM FUND 0001 GENERAL FUND TO FUND 1480, VIOLENCE AGAINST WOMEN

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

WHEREAS, the Portage County Board of Commissioners approved an operating transfer from the

General Fund to Fund 1480, Violence Against Women in appropriation Resolution No.09-1169, adopted on December 17, 2009 and

WHEREAS, the transfer is to fund compensation for General Fund employees that are partially supported by the grant and is consistent with prior years; now therefore be it

RESOLVED, that the following transfer of funds be made in the amount of \$ 30,816.84:

FROM:

FUND 0001, GENERAL FUND

ORGCODE- 00100009

Debit Expense Account

Object 910000- TRANSFERS OUT \$ 30,816.84

TO:

FUND 1480, VIOLENCE AGAINST WOMEN

ORGCODE - 14803002

Revenue Account

Object 280000 - TRANSFER IN

Project 9A588 -VIOLENCE AGAINST WOMEN ACT TITLE IV \$ 1,632.54

TO:

FUND 1480, VIOLENCE AGAINST WOMEN

ORGCODE - 14803002

Revenue Account

Object 280000 - TRANSFER IN

Project 0A588 - VIOLENCE AGAINST WOMEN ACT TITLE IV \$ 29,184.30

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 County Prosecutor's Office, and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in 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. 10-0281 - RE: AUTHORIZE THE FILING OF AN APPLICATION FOR THE 2010 COMMUNITY HOUSING IMPROVEMENT PROGRAM (CHIP) HOME GRANT FUNDS, AND ENTER INTO AN ADMINISTRATIVE AGREEMENT WITH NEIGHBORHOOD DEVELOPMENT SERVICES INC.

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

- WHEREAS,** Portage County is eligible to apply for the Ohio Department of Development 2010 Community Housing Improvement Program (CHIP) HOME Funds in an amount not to exceed \$500,000.00; and
- WHEREAS,** Portage County desires to utilize these available monies to provide private owner rehabilitation, down payment assistance rehabilitation, home repair septic, home ownership counseling, fair housing, and administration services as eligible under the grant guidelines; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners authorizes the filing of the 2010 Community Housing Improvement Program Grant application in an amount not to exceed \$500,000.00 and commits \$28,000.00 of the 2010 Formula Allocation funds as well as committing \$40,000.00, from the County’s Home RLF, and such grant is to be administered and implemented by the Neighborhood Development Services Inc. (NDS, Inc.); and be it further
- RESOLVED,** that the Board of Commissioners authorizes Charles W. Keiper II as the President of the Board, or his designee to sign the necessary application documents, as presented by Neighborhood Development Services Inc.; and be it further
- RESOLVED,** that the Board of Commissioners agrees to sign the correspondence and enter into an administrative agreement with Neighborhood Development Services Inc. designating the Neighborhood Development Services Inc. as the Grant Administrator for the Portage County 2010 CHIP Grant, should the grant be awarded, 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;

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Christopher Smeiles, Yea;

*

Maureen T. Frederick, Yea;

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RESOLUTIONS

March 23, 2010

1. Approval of Meeting Minutes from the March 18, 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./10-0275
3. Approve the Journal Vouchers as presented by the County Auditor./10-0276
4. Approve Then & Now as presented by the County Auditor./The Board of Commissioners agreed to ask the JFS Director for an explanation of the two vendor payments from 2009/10-0277
5. Approving a request for installment payments of connection charges for connection to the sanitary sewerage system in the Portage County Regional Sewer District and establishing the terms and conditions of the same. (Water Resources Department)/10-0278

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INVITATIONS/MEETING NOTICES

March 23, 2010

1. Invitation from the Ravenna Area Chamber of Commerce for the “Raven Award” awarded to Portage County Economic Development on Thursday, April 8, 2010, at the Elks Club, 5:30 PM.
2. Meeting notice for the next NEFCO General Policy Board meeting on Wednesday, April 21, 2010, 8:30 AM at Summa Health Center, Green.
3. Invitation from Ohio Department of Development for the “JumpStart Launch100” initiative on Thursday, March 25, 2010, 1:00-3:00 PM, Cuyahoga Community College.

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INCOMING CORRESPONDENCE

DISCUSSION

March 23, 2010

1. March 15, 2010 correspondence from Leadership Portage County, regarding the following: (A) Burbick award nomination (B) attendance at the Burbick Leader of Distinction luncheon on Wednesday, April 14, 2010, 11:30 AM-1:30 PM, Maplewood, (C) request to volunteer, and (D) request for payment of annual alumni dues and alumni directory update sheet/Bring back next week.
2. March 15, 2010 correspondence from Sheriff David Doak, regarding communications in the County/the Board of Commissioners discussed this issue today with Lt. Missimi and Department of Homeland Security & Emergency Management director Jon Barber/Journal Entry

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JOURNAL ENTRY

March 23, 2010

1. Board of Commissioners' signature requested on the purchase requisition for Independence Business Supply for eight (8) sled-base guest chairs with arms for the Portage County Senior Center for \$980.00 as requested by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #06 Senior Center is funding this expense.
2. Board of Commissioners' signature requested on the Satisfaction of Mortgage form for Dawna Buehner of 8708 State Route 14, Streetsboro, OH 44241 to secure payment of \$1,750.00, as presented by Neighborhood Development Services Inc. Documents reviewed by Department of Budget and Financial Management with no exceptions noted.
3. The Board of Commissioners received the Portfolio Report for February 2010 as presented by the Portage County Treasurer's Office.
4. The Board of Commissioners received the March 12, 2010 correspondence from Sicuro and Simon, confirming the files stored in the basement of the Riddle Block, owned by Sicuro and Simon, will be removed by the Portage County Maintenance Department and delivered to the Portage County Solid Waste Management District for shredding.
5. Board of Commissioners' authorization requested to execute a purchase order for an amount not to exceed \$7,500.00 to satisfy the requirements of the building permit for the new O&M Equipment Garage located at 8116 Infirmary Road, Ravenna, with Timmerman Geotechnical Group, Inc as presented by Director Harold Huff, Water Resources Department. Funding for this expenditure is budgeted in the Portage County Sewer line item in the current 2010 budget, Fund 5200, Org 520040P4, Object 420000, Project 07143.
6. Board of Commissioners' authorization requested to execute a purchase order for an amount not to exceed \$5,500.00 to satisfy the requirements of the building permit for the projected located at the West Branch Mobile Home Park Waste Water Treatment Plant, Charlestown Township, with Timmerman Geotechnical Group as presented by Director Harold Huff, Water Resources Department. Funding for this expenditure is budgeted in the Portage County Sewer line item in the current 2010 budget, Fund 5200, Org 520040P4, Object 420000, Project 08090.

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REFERRED

March 23, 2010

1. The Board of Commissioners received the Complaint for In Rem Foreclosure of Mortgage for Case No. 2010 CV 00454 as presented by the Portage County Common Pleas Court. Referred to Prosecutor's Office.
2. The Board of Commissioners received a Civil Summons for Case No. 2010 CV 00448 (Hudock) as presented by the Portage County Common Pleas Court. Referred to Human Resources Department.

3. March 19, 2010 e-mail from Todd Peetz, Regional Planning Commission, regarding a resolution of support request. Referred to Grants Administrator.

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PLEASE ADD TO THE AGENDA

March 23, 2010

1. Board of Commissioners' authorization requested to allow Charles W. Keiper II, President of the Board, to sign the Ohio Community Development Block Grant Program Status Report for B-C-08-062-1 and B-C-08-062-2 as presented by Neighborhood Development Services and the Ohio Department of Development/Journal Entry.
2. Board of Commissioners' authorization requested to allow Charles W. Keiper II, President of the Board, to sign the following forms for the Aurora Meadows Sanitary Improvements, Mantua Township Project No. M-1 (06-190) USDA Rural Development Funding Request as requested by Director Harold Huff, Water Resources Department/Journal Entry

(A) RD 1942-46 "Letter of Intent to Meet Conditions" (3 originals)

(B) RD 1940-1 "Request for Obligation of Funds" (3 originals)

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INFORMATION ONLY

March 23, 2010

1. March 15, 2010 correspondence from James McHugh, Tzangas Plakas Mannos & Raies Ltd. To DuWayne Porter, Portage County Combined General Health District, regarding Case No. 2010 CV 00027.
2. March 12, 2010 correspondence from Jami Hughes, Federal Payments, indicating Don Russell has joined the sales team at Federal Payments, a division of ACH Direct.
3. March 19, 2010 e-mail from the Kent Area Chamber of Commerce, including News Update!
4. The Board of Commissioners received the March 19, 2010 Weekly Traffic Update as presented by Ohio Department of Transportation.

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Journal Entry

March 23, 2010

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

1. The Board of Commissioners signed the purchase requisition for Independence Business Supply of Cleveland for the purchase of eight (8) sled-base guest chairs with arms for the Portage County Senior

Center for \$980.00, as presented by the Regional Planning Commission. The B-F-08-062-1 Formula Grant Activity #06 Senior Center is funding this expense.

2. The Board of Commissioners signed the Satisfaction of Mortgage for Dawna Buehner, 8708 State Route 14, Streetsboro, OH 44241 to secure payment of \$1,750.00, as presented by Neighborhood Development Services Inc. Documents reviewed by Department of Budget and Financial Management with no exceptions noted.
3. The Board of Commissioners acknowledged the receipt of the Portfolio Report for February 2010, as presented by the Portage County Treasurer.
4. The Board of Commissioners acknowledged the receipt of the March 12, 2010 correspondence from Attorneys Sicuro and Simon, 213 South Chestnut Street in Ravenna, confirming that their files stored in the basement of the Riddle Block Building, will be removed by the Portage County Maintenance Department and delivered to the Portage County Solid Waste Management District for shredding.
5. The Board of Commissioners authorized the Portage County Water Resources Department to open a purchase order for an amount not to exceed \$7,500.00 to satisfy the requirements of the building permit for the new O&M Equipment Garage located at 8116 Infirmiry Road, Ravenna, with Timmerman Geotechnical Group, Inc. of Akron, as presented by Director Harold Huff, Water Resources Department. Funding for this expenditure is budgeted in the Portage County Sewer line item in the current 2010 budget, Fund 5200, Org 520040P4, Object 420000, Project 07143.
6. The Board of Commissioners authorized the Portage County Water Resources Department to execute a purchase order for an amount not to exceed \$5,500.00 to satisfy the requirements of the building permit for the projected located at the West Branch Mobile Home Park Waste Water Treatment Plant, Charlestown Township, with Timmerman Geotechnical Group Inc. of Akron, as presented by Director Harold Huff, Water Resources Department. Funding for this expenditure is budgeted in the Portage County Sewer line item in the current 2010 budget, Fund 5200, Org 520040P4, Object 420000, Project 08090.
7. After meeting today with Human Resources Department Director Karen U'Halie and Department of Budget & Finance Director Audrey Tillis, the Board of Commissioners agreed to use a 1.75% chargeback for Workers Compensation, for 2009 paid in 2010, as recommended by Directors U'Halie and Tillis.
8. The Board of Commissioners authorized Commissioner Keiper to sign the Ohio Community Development Block Grant Program Status Reports for B-C-08-062-1 and B-C-08-062-2, as presented by Neighborhood Development Services and the Ohio Department of Development. The Grants Administrator reviewed the documents noting that they appear to be in order.
9. The Board of Commissioners authorized Commissioner Keiper to sign the following forms for the Aurora Meadows Sanitary Improvements, Mantua Township Project No. M-1 (06-190) USDA Rural Development Funding Request, as presented by Portage County Water Resources Department Director Harold Huff:

