

**Tuesday, March 30, 2010**

The Board of County Commissioners met in regular session on **Tuesday, March 30, 2010 at 9:10 AM** with the following members present:

Charles W. Keiper II

Maureen T. Frederick

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Commissioner Christopher Smeiles is on vacation

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It was moved by Maureen T. Frederick, seconded by Charles W. Keiper II to approve the meeting minutes of the March 25, 2010 meeting. Commissioner Smeiles absent, motion carries

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

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**THE WOODLANDS AT ROBINSON**

Present: Gary Mitrisin, JoAnn Townend, Karen U’Halie

The Nursing Home Administrator and JoAnn Townend are attending today to discuss the "ChoiceCare Network" agreement, which will allow the County to receive reimbursement payments for HUMANA covered Woodlands residents. The Prosecutor has reviewed the document and made suggestions to the agreement that would allow the office to approve the agreement as to form. The Board of Commissioners agreed that JoAnn Townend should bring back the necessary resolution for their consideration of this agreement.

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Director Townend advised the Board of Commissioners that she created a Petty Cash Fund procedure for the Woodlands, which was reviewed by the County Auditor. The Auditor advised that she is okay with the process. JoAnn Townend to bring back a resolution creating the procedure for Board of Commissioners’ consideration.

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**INTERNAL SERVICES**

Present: JoAnn Townend

Resolution to accept and award the bid for providing inmate medical services for the Portage County Sheriff. Director Townend noted that both Officer Neal and Sheriff Doak have recommended accepting the HPL bid. The Director also noted that Dr. Battles also supports keeping the current provider/10-0304

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## EXECUTIVE ASSISTANT

Present: Charlene Badger

The Executive Assistant attending to update the Board of Commissioners on the use of the Portage County script logo on the PCDED website. The Board of Commissioners noted that this is a new website and the script logo should be used on at least the Board of Commissioners' page.

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## PROSECUTOR - Cancelled

The Board of Commissioners discussed the Prosecutor's recommendation that the Board begin the process to vacate the Timberstone Subdivision in Freedom Township.

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## Prosecutor's Correspondence

1. March 21, 2010 e-mail from James Catalano, to Commissioner Smeiles and Prosecutor Viglucci, requesting assistance with an Ohio Real Estate License reinstatement/Information only.

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## DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

### RESOLUTIONS

1. General Fund Amendments to the Annual Appropriation Resolution(DBFM Director previously discussed supplemental with BOC)/10-0299
  - a. Commissioners Other, Supplemental & Transfer – Brady Lake Bridge Proj., TB Projected Need, Sheriff Legal Fees per Res #08-1005
  - b. Sheriff's Department, Supplemental & Transfer – Dryer Purchase (transfer), Separation Payouts and Sheriff Legal Fees per Res #08-1005
2. Other Funds Amendments to the Annual Appropriation Resolution:/10-0300
  - a. Fund 1107, Byrne Justice Grant – Supplemental, Appropriation for 2009 Grant
  - b. Fund 1122, Adult Probation – Supplemental, Projected Need
  - c. Fund 1123, Community Integration Soc CISP – Transfer, For Workers Comp
  - d. Fund 1149, Felony Delinquent Care & Custody – Supplemental, Projected Need
  - e. Fund 1160, Hazmat Operations – Supplemental, HD Transfer for H1N1
  - f. Fund 1165, Homeland Security B (SHSP) – Supplemental & Transfer, To Correct Budget
  - g. Fund 1168, Disaster Planning – Supplemental, New Grant Budget
  - h. Fund 1330, Dog and Kennel – Supplemental, Projected Need
  - i. Fund 1362, CH Title XIX Medicaid – Supplemental, Projected Need
  - j. Fund 1410, Job and Family Services – Supplemental, Projected Need (Adjust to revenue estimate)

- k. Fund 1412, JFS Help Me Grow Allocation – Supplemental, Adjust SFY10 Expense Budget
  - l. Fund 1414, Child Support General Admin – Transfer, Projected Need
  - m. Fund 1415, Child Welfare – Special Levy – Transfer, Projected Need
  - n. Fund 1480, Violence Against Women – Supplemental, Balancing
  - o. Fund 3011, GO Bonds 1998 USDA – Supplemental, Adjust to Actual
  - p. Fund 4003, Engineers Building – Supplemental, Facility Loan Payment
  - q. Fund 4005, Local Public Agency (Replacement) – Supplemental, Projected Need
  - r. Fund 4209, Tallmadge Rd Bridge Replacement – Supplemental, Projected Need
  - s. Fund 4211, Tallmadge Bridge EDI 16 CH18L – Supplemental, Projected Need
  - t. Fund 4214, Crain Ave Bridge Replacement – Supplemental, OPWC Reimbursements
  - u. Fund 5100, Nursing Home General Administration – Transfer, Projected Need
  - v. Fund 5200, PCS General Administration – Supplemental, To Cover Cash Advance for Water Line
  - w. Fund 5400, PCW General Administration – Supplemental, To Cover Cash Advance for Water Line
  - x. Fund 5508, PCW Rav Training & Logistics – Supplemental, New Construction Project
  - y. Fund 5600, Sts General Administration – Transfer, Projected Need
  - z. Fund 7000, Central Services (Purchasing) – Transfer, Prior Year Correction
  - aa. Fund 7218, WC Retro Rating Plan 2009 – Supplemental, Safety Program
  - bb. Fund 8106, Sheriff Gifts & Donations K-9 – Supplemental, Projected Need
- 3. Cash Advance from Fund 0001, General Fund to Fund 1460, Enforcement Protection Orders/10-0301
  - 4. Amend Cash Advance from Fund 0001, General Fund to Fund 1480, Violence Against Women/10-HOLD for Director Audrey Tillis to return next week
  - 5. Transfer from Fund 0001, General Fund to Fund 1166, EMPG Homeland Security Grant/10-0303
  - 6. Transfer \$8,000 from the General Fund to the Sheriff to allow the purchase of a replacement of the voter box at the Delphi Water Tower site/10-0306

OTHER

- 7. Journal entry approvals/Journal Entry
  - a. Processing Local Match – Violence Against Women 2010 Federal Grant
  - b. Processing Local Match – Portage Soil & Water Conservation District
  - c. Processing Annual Contribution – Portage County Park District
  - d. Processing Additional Annual Contribution – Portage County Park District
  - e. Processing Additional Annual Contribution – Portage County Regional Planning Commission

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**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:

03/30/10	1134	\$ 104,332.15
03/29/10	1122	2,238.36
03/29/10	1120	21,266.74
03/29/10	1121	109.37
03/29/10	1123	3,470.00
03/29/10	1124	41,982.72
03/29/10	1021	14,293.48
03/25/10	1019	87,496.84
03/26/10	1075	11,271.00
03/26/10	1079	13,841.35
03/26/10	1080	11,822.45
03/26/10	1082	1,225.00
03/26/10	1083	7,818.82
03/26/10	1088	252,631.50
Total		\$573,799.78

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, Absent;

Maureen T. Frederick, Yea;

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**RESOLUTION No. 10-0295**

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**RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.**

It was moved by Maureen T. Frederick, seconded by Charles W. Keiper II 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 **\$22,404.50** as set forth in Exhibit “A” dated **March 30, 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, Absent; Maureen T. Frederick, Yea;

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**RESOLUTION No. 10-0296 - RE: ACCEPT THE OHIO DEPARTMENT OF JUSTICE PROGRAM, VIOLENCE AGAINST WOMEN GRANT (VAWA), DOMESTIC VIOLENCE INTERVENTION PROJECT NUMBER 2009-WF-VA2-8222 & 2007-WF-VA2-8222A FOR THE 2009 VAWA GRANT PROGRAM (RESUBMISSION OF 2008-WF-VA8-8222/2006-WF-VA8-8222A).**

It was moved by Maureen T. Frederick, seconded by Charles W. Keiper II that the following resolution be adopted:

**WHEREAS,** at the request of Family & Community Services, Inc. the Board of Commissioners adopted Resolution 09-0787 authorizing the re-submittal of a grant application under the same subgrant number 2008-WF-VA8-8222; now therefore be it

**RESOLVED,** that the Board of Commissioners accepts the United States Department of Justice Office of Criminal Justice Services (OCJS) Violence Against Women Act (VAWA) for the Domestic Violence Intervention Project grant behalf of the Portage County Prosecutor's Office, implementing agency for the grant, and be it further

**RESOLVED,** that the Board of Commissioners notes that the grant is effective January 1, 2010 through December 31, 2010 with an Office of Criminal Justice Services fund award amount of forty eight thousand seven hundred sixty-seven dollars and fifty-one cents (\$48,767.51) with a required General Fund cash match of sixteen thousand two hundred fifty-five dollars and eighty-four cents (\$16,255.84) and a second award of two thousand five hundred and forty-six dollars (\$2,546.00) with a required General Fund cash match of eight hundred forty eight dollars and sixty-seven cents (\$848.67) for a Total Budget of sixty eight thousand four hundred eighteen dollars and two cents (\$68,418.02); and be it further

**RESOLVED,** that a copy of this resolution will be filed with the Portage County Department of Budget & Financial Management and the Portage County Auditor'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.

Voice Vote as follows:

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

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**RESOLUTION No. 10-0297 - RE: AUTHORIZE APPLICATION TO PETSMART CHARITIES GRANT PROGRAM**

It was moved by Maureen T. Frederick, seconded by Charles W. Keiper II that the following resolution be adopted.

**WHEREAS,** our Portage County Dog Warden is seeking ways to address problems of overpopulation of stray domestic animals in Portage County; and

**WHEREAS,** PetSmart Charities has a grant program providing funds for spay/neuter projects to non-profit and government organizations; therefore be it

**RESOLVED,** that the Portage County Board of Commissioners does hereby support the application to the PetSmart Charities Grants Program on behalf of the Portage

County Dog Warden's Office and the Portage County Animal Shelter in the amount of \$16,000.00; and be it further

**RESOLVED,** that the Portage County Board of Commissioners authorizes Dave McIntyre as the Portage County Dog Warden to sign all documents pertaining to the grant application upon the successful completion of reviews from the Portage County Grants Administrator and the Department of Budget and Financial Management; and be it further

**RESOLVED,** that a copy of this resolution will be filed with the Portage County Department of Budget & Financial Management, Portage County Dog Warden's Office and the Portage County Auditor'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.

Voice Vote as Follows:

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

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**RESOLUTION No. 10-0298 - RE: AUTHORIZE APPLICATION TO OHIO ENVIRONMENTAL PROTECTION AGENCY'S WATER POLLUTION CONTROL LOAN FUND ON BEHALF OF PORTAGE COUNTY WATER RESOURCES**

It was moved by Maureen T. Frederick, seconded by Charles W. Keiper II that the following resolution be adopted.

**WHEREAS,** our Portage County Water Resources Department is seeking ways to fund the Streetsboro Biosolids Reduction Facility project; and

**WHEREAS,** the Ohio Environmental Protection Agency (OEPA) has a loan program aimed at assisting local governments with water and sewer projects; now therefore be it

**RESOLVED,** that the Portage County Board of Commissioners does hereby support the application to the OEPA's Water Pollution Control Loan Fund on behalf of the Portage County Water Resources in the amount of \$2,200,200.00; and be it further

**RESOLVED,**

that a copy of this resolution will be filed with the Portage County Department of Budget & Financial Management, Portage County Water Resources and the Portage County Auditor'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.

Voice Vote as Follows:

Charles W. Keiper II, Yea;

Christopher Smeiles, Absent;

Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0299

RE: AMENDMENT TO THE GENERAL FUND 2010  
ANNUAL APPROPRIATION RESOLUTION NO. 09-1169  
ADOPTED DECEMBER 17, 2009.

It was moved by Maureen T. Frederick, second by Charles W. Keiper II that the following resolution be adopted:

**RESOLVED,** that it has become necessary to amend the General Fund 2010 Annual Appropriation in the amounts and for the purposes set forth in the enumeration shown below,

		<u>Increase</u>	<u>Decrease</u>
<b>Fund: 0001</b>	<b>General Fund</b>		
	<b>010 Commissioners Other</b>		
00104	Commissioner Other CS	10,000	0
00107	Commissioner Other OE	0	141,945
00109	Commissioner Other ME	95,138	0
	<b>MEMO TOTAL</b>	<u><u>\$ 105,138</u></u>	<u><u>\$ 141,945</u></u>

Note: Brady Lake Rd Bridge Proj, TB Projected Need, BOC appr Res #08-1005

<b>700 Sheriff's Department</b>			
07004	Sheriff-General Admin CS	3,837	0
0700M	Sheriff-General Overtime	2,500	0
0700O	Sheriff-Admin Payoff	5,235	0
07105	Sheriff-Corrections MS	4,000	4,000
0710O	Sheriff-Corrections Payoff	9,434	0
0720M	Sheriff-Detectives Overtime	0	2,500
0720O	Sheriff-Detectives Payoff	18,301	0
	<b>MEMO TOTAL</b>	<u><u>\$ 43,307</u></u>	<u><u>\$ 6,500</u></u>

Note: For dryer purchase, Transfer OT fm DB to Adm, BOC appr. Res # 08-1005

<b>TOTAL MEMO BALANCE ALL AMENDMENTS</b>	<u><u>\$ 148,445</u></u>	<u><u>\$ 148,445</u></u>
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and be it further,

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

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

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

Roll call as Follows:

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

RESOLUTION No. 10-0300

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

It was moved by Maureen T. Frederick, second by Charles W. Keiper II that the following resolution be adopted:

**RESOLVED,** that it has become necessary to amend the Non General Fund 2010 Annual Appropriation  
in the amounts and for the purposes set forth in the enumeration shown below,

	<u>Increase</u>	<u>Decrease</u>
<b>Fund: 1107 Byrne Justice Grant (JAG)</b>		
<b>700 Sheriff's Department</b>		
11076 Byrne Justice Grant (JAG) CO	25,492	0
<b>MEMO TOTAL</b>	<u>\$ 25,492</u>	<u>\$ -</u>

Note: Req. approp. for 2009 grant

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<b>Fund: 1122 Adult Probation</b>		
<b>590 Adult Probation</b>		
11223 Adult Probation Fringes	577	2,893
11225 Adult Probation MS	5,890	0
1122D Adult Probation Full Time	0	3,585
1122E Adult Probation Part Time	0	229
<b>MEMO TOTAL</b>	<u>\$ 6,467</u>	<u>\$ 6,707</u>

Note: Projected Need

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<b>Fund: 1123 Community Integration Soc CISP</b>		
<b>590 Adult Probation</b>		
11233 Comm Integra Soc CISP Fringes	1,897	0
1123D Comm Integr Soc CISP Full Time	0	1,897
<b>MEMO TOTAL</b>	<u>\$ 1,897</u>	<u>\$ 1,897</u>

Note: To Cover Workers Comp  
Charge

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		<u>Increase</u>	<u>Decrease</u>
<b>Fund: 1149</b>	<b>Felony Delinque Care &amp; Custody</b>		
<b>570</b>	<b>Juvenile Court</b>		
11495	Juv Feny Delnq Care MS	2,794	0
	<b>MEMO TOTAL</b>	<u><u>\$ 2,794</u></u>	<u><u>\$ -</u></u>

Note: Projected Need

<b>Fund: 1160</b>	<b>Hazmat Operations</b>		
<b>930</b>	<b>Emergency Management Agency</b>		
11604	Hazmat Operation CS	13,000	0
	<b>MEMO TOTAL</b>	<u><u>\$ 13,000</u></u>	<u><u>\$ -</u></u>

Note: HD transfer for H1N1

<b>Fund: 1165</b>	<b>Homeland Security B (SHSP)</b>		
<b>930</b>	<b>Emergency Management Agency</b>		
1165	Homeland Security B (SHSP) CO	0	60,000
11654	Homeland Security B (SHSP) CS	41,731	30,000
11655	Homeland Security B (SHSP) MS	91,896	27,090
11656	Homeland Security B (SHSP) CO	30,000	0
	<b>MEMO TOTAL</b>	<u><u>\$ 163,627</u></u>	<u><u>\$ 117,090</u></u>

Note: To Correct Budget

<b>Fund: 1168</b>	<b>Disaster Planning</b>		
<b>930</b>	<b>Emergency Management Agency</b>		
11684	Disaster Planning CS	11,000	0
11685	Disaster Planning MS	7,000	0
	<b>MEMO TOTAL</b>	<u><u>\$ 18,000</u></u>	<u><u>\$ -</u></u>

Note: New grant budget

<b>Fund: 1330</b>	<b>Dog And Kennel</b>		
<b>045</b>	<b>Dog And Kennel</b>		
13304	Dog Kennel - Warden CS	17,000	0
13306	Dog Kennel - Warden CO	0	9,285
	<b>MEMO TOTAL</b>	<u><u>\$ 17,000</u></u>	<u><u>\$ 9,285</u></u>

Note: Projected Need

		<u>Increase</u>	<u>Decrease</u>
<b>Fund: 1362</b>	<b>CH Title XIX Medicaid</b>		
<b>051</b>	<b>Job And Family Services</b>		
13623	CH Title XIX Medicaid Fringes	238	0
	<b>MEMO TOTAL</b>	<u>\$ 238</u>	<u>\$ -</u>

Note: Projected need

<b>Fund: 1410</b>	<b>Job And Family Services</b>		
<b>051</b>	<b>Job And Family Services</b>		
14103	Job & Family Services Fringes	0	232,000
14104	Job & Family Services CS	137,000	750,000
14105	Job & Family Services MS	30,000	0
14106	Job & Family Services CO	100,000	0
1410D	Job & Family Service Full Time	0	250,000
1410M	Job & Family Service Overtime	0	75,000
1410O	Job & Family Services Retirement	0	10,000
	<b>MEMO TOTAL</b>	<u>\$ 267,000</u>	<u>\$ 1,317,000</u>

Note: Projected need

<b>Fund: 1412</b>	<b>JFS Help Me Grow Allocation</b>		
<b>051</b>	<b>Job And Family Services</b>		
14123	JFS Help Me Grow Fringes	28,540	14,139
14124	JFS Help Me Grow CS	99,214	3,819
14125	JFS Help Me Grow MS	6,834	0
14127	JFS Help Me Grow OE	500	0
14129	JFS Help Me Grow ME	1,735	0
1412D	JFS Help Me Grow Full Time	0	32,926
1412E	JFS Help Me Grow Part Time	0	9,682
	<b>MEMO TOTAL</b>	<u>\$ 136,823</u>	<u>\$ 60,566</u>

Note: Adjust SFY10 expense budget

<b>Fund: 1414</b>	<b>Child Support General Admini</b>		
<b>051</b>	<b>Job And Family Services</b>		
14143	JFS Child Support Gen Fringes	30,000	0
1414D	JFS Child Support Ge Full Time	0	30,000
	<b>MEMO TOTAL</b>	<u>\$ 30,000</u>	<u>\$ 30,000</u>

Note: Projected need

		<u>Increase</u>	<u>Decrease</u>
<b>Fund: 1415</b>	<b>Child Welfare - Special Levy</b>		
<b>051</b>	<b>Job And Family Services</b>		
14153	JFS Child Welfare Levy Fringes	26,000	0
14154	JFS Child Welfare Levy CS	43,000	0
1415D	JFS Child Welfare Le Full Time	0	190,000
1415M	JFS Child Welfare Le Overtime	100,000	0
1415O	JFS Child Welfare Retirement	21,000	0
	<b>MEMO TOTAL</b>	<u><u>\$ 190,000</u></u>	<u><u>\$ 190,000</u></u>

Note: Projected need

<b>Fund: 1480</b>	<b>Violence Against Women</b>		
<b>300</b>	<b>Prosecutor</b>		
14803	Violence Against Women Fringes	5,844	0
14804	Violence Against Women CS	7,651	0
	<b>MEMO TOTAL</b>	<u><u>\$ 13,495</u></u>	<u><u>\$ -</u></u>

Note: BALANCING

<b>Fund: 3011</b>	<b>GO Bonds 1998 USDA</b>		
<b>001</b>	<b>Commissioners</b>		
30118	GO Bonds 1998 USDA DS	1	0
	<b>MEMO TOTAL</b>	<u><u>\$ 1</u></u>	<u><u>\$ -</u></u>

Note: ADJUST TO ACTUAL

<b>Fund: 4003</b>	<b>Engineers Building</b>		
<b>800</b>	<b>Engineer's Department</b>		
40038	Engineers Building DE	139,890	0
	<b>MEMO TOTAL</b>	<u><u>\$ 139,890</u></u>	<u><u>\$ -</u></u>

Note: FACILITY LOAN PAYMENT

<b>Fund: 4005</b>	<b>Local Public Agency (Replcmnt)</b>		
<b>800</b>	<b>Engineer's Department</b>		
40059	Local Public Agency Repl ME	9,044	0
	<b>MEMO TOTAL</b>	<u><u>\$ 9,044</u></u>	<u><u>\$ -</u></u>

Note: Projected Need

	<u>Increase</u>	<u>Decrease</u>
<b>Fund: 4209 Tallmadge Rd Bridge Replacmt</b>		
<b>800 Engineer's Department</b>		
42099 Tallmadge Rd Bridge Replacm ME	25,664	0
<b>MEMO TOTAL</b>	<u><u>\$ 25,664</u></u>	<u><u>\$ -</u></u>

Note: Projected Need

<b>Fund: 4211 Tallmadge Bridge EDI 16 CH18L</b>		
<b>800 Engineer's Department</b>		
42119 Tallmadge Brdg EDI 16 CH18L ME	11,271	0
<b>MEMO TOTAL</b>	<u><u>\$ 11,271</u></u>	<u><u>\$ -</u></u>

Note: Projected Need

<b>Fund: 4214 Crain Ave Bridge Replacement</b>		
<b>800 Engineer's Department</b>		
42146 Crain Ave Bridge Replcmt CO	450,000	0
<b>MEMO TOTAL</b>	<u><u>\$ 450,000</u></u>	<u><u>\$ -</u></u>

Note: OPWC Reimbursements

<b>Fund: 5100 Nursing Home General Administr</b>		
<b>054 Nursing Home</b>		
51004 Nursing Home General CS	0	13,000
51007 Nursing Home General OE	13,000	0
<b>MEMO TOTAL</b>	<u><u>\$ 13,000</u></u>	<u><u>\$ 13,000</u></u>

Note: Projected Need

<b>Fund: 5200 PCS General Administration</b>		
<b>060 Water Resources</b>		
52003 Portage County Sewer Fringes	8,200	0
52004 Portage County Sewer CS	49,460	0
52005 Portage County Sewer MS	16,829	0
52006 Portage County Sewer CO	20,432	0
52007 Portage County Sewer OE	10	0
52009 Portage County Sewer ME	1,200,000	104,931
5200D Portage County Sewer Salaries	10,000	0
<b>MEMO TOTAL</b>	<u><u>\$ 1,304,931</u></u>	<u><u>\$ 104,931</u></u>

Note: To Cover Cash Advance for Water

		<u>Increase</u>	<u>Decrease</u>
<b>Fund: 5400</b>	<b>PCW General Administration</b>		
060	<b>Water Resources</b>		
54004	Portage County Water CS	27,580	0
54005	Portage County Water MS	14,984	0
54006	Portage County Water CO	11,902	0
54009	Portage County Water ME	1,000,000	54,466
	<b>MEMO TOTAL</b>	<u><u>\$ 1,054,466</u></u>	<u><u>\$ 54,466</u></u>

Note: To Cover Cash Advance for Water

<b>Fund: 5508</b>	<b>PCW Rav Training &amp; Logistics</b>		
060	<b>Water Resources</b>		
55084	PCW Rav Training & Logistic CS	258,400	0
55086	PCW Rav Training & Logistic CO	712,583	0
	<b>MEMO TOTAL</b>	<u><u>\$ 970,983</u></u>	<u><u>\$ -</u></u>

Note: New Construction Project

<b>Fund: 5600</b>	<b>StS General Administration</b>		
060	<b>Water Resources</b>		
56003	Streetsboro Sewer Fringes	2,200	0
56004	Streetsboro Sewer CS	30,635	0
56005	Streetsboro Sewer MS	8,579	0
56006	Streetsboro Sewer CO	14,230	0
56009	Streetsboro Sewer ME	0	65,644
5600D	Streetsboro Sewer Full Time	10,000	0
	<b>MEMO TOTAL</b>	<u><u>\$ 65,644</u></u>	<u><u>\$ 65,644</u></u>

Note: Projected Need

<b>Fund: 7000</b>	<b>Central Services (Purchasing)</b>		
012	<b>Central Purchasing Services</b>		
70004	Central Services Purchasing CS	0	2,239
70009	Central Services Purchasing ME	2,239	0
	<b>MEMO TOTAL</b>	<u><u>\$ 2,239</u></u>	<u><u>\$ 2,239</u></u>

Note: Transfer to Prior Year Correction

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		<u>Increase</u>	<u>Decrease</u>
<b>Fund: 7218</b>	<b>WC Retro Rating Plan 2009</b>		
<b>018</b>	<b>Human Resources</b>		
72185	WC Retro Rating Plan 2009 MS	48,639	0
	<b>MEMO TOTAL</b>	<u>\$ 48,639</u>	<u>\$ -</u>

Note: Safety Program Expenses

<b>Fund: 8106</b>	<b>Sheriff Gifts &amp; Donations K-9</b>		
<b>700</b>	<b>Sheriff's Department</b>		
81064	K-9 Gifts & Donations CS	4,500	0
81065	K-9 Gifts & Donations MS	4,500	0
	<b>MEMO TOTAL</b>	<u>\$ 9,000</u>	<u>\$ -</u>

Note: Projected Need

<b>TOTAL MEMO BALANCE FOR ALL FUNDS</b>	<u>\$ 4,990,605</u>	<u>\$ 1,972,825</u>
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and be it further,

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

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

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

Roll call as Follows:

Charles W. Keiper II, Yea;

Christopher Smeiles, Absent;

Maureen T. Frederick, Yea;

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**RESOLUTION No. 10-0301 - RE: CASH ADVANCE - FROM FUND 0001, GENERAL FUND TO FUND 1460, ENFORCEMENT PROTECTION ORDERS**

It was moved by Maureen T. Frederick, seconded by Charles W. Keiper II that the following resolution be adopted:

**WHEREAS,** Fund 1460, Enforcement Protection Orders 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 \$ 11,000.00.

**FROM:**

FUND 0001, GENERAL FUND

ORGCODE- 00100009

Debit Expense Account

Object 920000 - Advances-Out \$ 11,000.00

**TO:**

FUND 1460, ENFORCEMENT PROTECTION ORDERS

ORGCODE - 14600102

Credit Revenue Account

Revenue Source 290000 - Advances-In \$ 11,000.00

and be it further

**RESOLVED,** the advance will be repaid to the General Fund by June 30, 2010 with anticipated revenue received from grant funds, 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, Yea; Christopher Smeiles, Absent; Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0302

- RE: **AUTHORIZE THE PORTAGE COUNTY WATER RESOURCES DEPARTMENT TO ADOPT A POLICY FOR UNCOLLECTIBLE CHARGES.**

It was moved by Maureen T. Frederick, and seconded by Charles W. Keiper II that the following resolution be adopted:

**WHEREAS,** the Portage County Water Resources Department (Water Resources) has recognized a need to commit to writing and implement a policy for the charges that are determined to be uncollectible; and

**WHEREAS,** Water Resources desires to set a policy for a procedure for handling uncollectible charges; now therefore be it

**RESOLVED,** that the Portage County Board of Commissioners authorizes Water Resources to adopt the **WATER RESOURCES DEPARTMENT POLICY FOR ADDRESSING UNCOLLECTIBLE CHARGES**, as presented to the Board of Commissioners, as follows:

**WATER RESOURCES DEPARTMENT POLICY FOR UNCOLLECTIBLE CHARGES**

1. Every effort will be made to collect water and/or sewer charges of a previous owner that cannot be certified to the property taxes. When a property is sold and there is a balance due for water and/or sewer, a Final bill will be mailed to the seller or faxed to a title company to be paid out of closing. A Past Due Final bill is sent if there is no response to the original Final bill.

Water and/or sewer accounts are determined to be uncollectible if any of the following apply:

- a. A Final bill is returned from the post office with no forwarding mail address and it cannot be determined where to mail the Final bill.
  - b. A bank or other organization has taken title through foreclosure or bankruptcy. i.e. Fannie Mae, Secretary of H.U.D., mortgage company.
  - c. A former owner has gone out of business. i.e. Builder.
  - d. A Final and a minimum of four Past Due Final bills have been mailed with no response, and are not returned as undeliverable by the post office.
  - e. A former owner is deceased.
  - f. No final accounts will be billed or refunded for \$5.00 or under.
2. Projects are determined to be uncollectible if any of the following apply:
    - a. The developer is out of business and we have been unable to collect.
    - b. There is no response after the original bill and four past due statements are mailed.

- c. The bill/statement is returned by the post office with no forwarding mail address and additional research via the internet, Water Resources records, etc. has not provided a mailing address.
- d. No project will be billed or refunded for \$5.00 or under.

No future work will be awarded to a developer who has not paid the uncollectible balance.

- 3. Miscellaneous invoices are determined to be uncollectible if any of the following apply:
  - a. The bill/statement is returned by the post office with no forwarding mail address and additional research via the internet, Water Resources records, etc. has not provided a mailing address.
  - b. There is no response after the original bill and four past due statements are mailed.
  - c. No accounts will be billed or refunded for \$5.00 or under.
  - d. The person is deceased.

The balance of uncollectible accounts will be removed from the accounts and no future billing will be required. The accounts will be reactivated and billed if new information becomes available. All bankruptcies and sheriff sales are written off according to current law as defined by the Portage County Prosecutor’s Office.

**RESOLVED,** It is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Voice vote was as follows:

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

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**RESOLUTION No. 10-0303 - RE: TRANSFER FROM FUND 0001 GENERAL FUND TO FUND 1166, EMPG HOMELAND SECURITY GRANT**

It was moved by Maureen T. Frederick, seconded by Charles W. Keiper II that the following resolution be adopted:

**WHEREAS,** the Ohio Emergency Management Agency each year awards Portage County an Emergency Management Performance Grant, and

**WHEREAS,** this grant partially supports EMA operations, and the general fund provides annual support for expenses which exceed the grant award, and

**WHEREAS,** grant activity is required to be accounted for in a special revenue fund; now therefore

be it

**RESOLVED,**

that the following partial transfer of funds be made in the amount of \$ 13,000.00:

**FROM:**

FUND 0001, GENERAL FUND

ORGCODE - 00100009

Debit Expense Account

Object 910000- TRANSFERS OUT \$ 13,000.00

**TO:**

FUND 1166, EMPG HOMELAND SECURITY GRANT

ORGCODE - 11669302

Revenue Account

Object 280000 - TRANSFERS IN \$ 13,000.00

Project 9A042 –EMPG HOMELAND SECURITY GRANT

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 Homeland Security and Emergency Management Agency, 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, Absent;

Maureen T. Frederick, Yea;

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**RESOLUTION No. 10-0304**

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**RE: ACCEPT AND AWARD THE BID FOR PROVIDING INMATE MEDICAL SERVICES FOR THE PORTAGE COUNTY SHERIFF.**

It was moved by Maureen T. Frederick, seconded by Charles W. Keiper II that the following Resolution be adopted:

**WHEREAS,**

two (2) sealed bids for providing inmate medical service for the Portage County Sheriff were received, tabulated and recorded on March 10, 2010, from Health Professionals Limited and Advanced Correctional Healthcare; and



RESOLUTION No. 10-0306

RE: AMENDMENT TO THE GENERAL FUND 2010  
ANNUAL APPROPRIATION RESOLUTION NO.  
09-1169 ADOPTED DECEMBER 17, 2009.

It was moved by Maureen T. Frederick, second by Charles W. Keiper II that the following resolution be adopted:

**RESOLVED,** that it has become necessary to amend the General Fund 2010 Annual Appropriation in the amounts and for the purposes set forth in the enumeration shown below,

	<u>Increase</u>	<u>Decrease</u>
<b>Fund: 0001 General Fund</b>		
<b>010 Commissioners Other</b>		
00107 Commissioner Other OE	0	8,000
<b>MEMO TOTAL</b>	<u>\$ -</u>	<u>\$ 8,000</u>
Note: B&C Raytheon Voter - BOC Appr		
<hr/>		
<b>700 Sheriff's Department</b>		
07006 Sheriff-General Admin CO	8,000	0
<b>MEMO TOTAL</b>	<u>\$ 8,000</u>	<u>\$ -</u>
Note: B&C Raytheon Voter - BOC Appr.		
<hr/>		
<b>TOTAL MEMO BALANCE ALL AMENDMENTS</b>	<u>\$ 8,000</u>	<u>\$ 8,000</u>

and be it further,

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

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

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

Roll call as Follows:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Absent;

## RESOLUTIONS

March 30, 2010

1. Approval of Meeting Minutes from the March 25, 2010 regular Board Meeting as presented.
2. Approve the Bills as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./10-0293
3. Approve the Journal Vouchers as presented by the County Auditor./10-0294
4. Approve Then & Now as presented by the County Auditor./10-0295
5. The Grants Administrator presents the following for Board consideration:
  - Acceptance Resolution for the VAWA grant /10-0296
  - Application Resolution for the PetSmart Charities Grant /10-0297
  - Application Resolution for the Water Pollution Control Loan Fund for Harold. /10-0298

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## INVITATIONS/MEETING NOTICES

March 30, 2010

1. Invitation from Summa Health Systems for the 10<sup>th</sup> Annual Men Who Cook event on Friday, May 14, 2010, 5:00-9:00 PM, St. Joseph's Family Center, Akron.
2. The CCAO presents 2010 Topics for free educational seminars entitled "Second Wednesdays".
3. Invitation from the Senior Center for an Open House and Continental Breakfast on Thursday, April 15, 2010, 9:00 AM-12:00 Noon, 705 Oakwood, Ravenna.
4. Invitation from Jackson Lewis for the 2010 Cleveland Employment Law Conference on Wednesday, May 5, 2010, Holiday Inn Cleveland South, 8:00 AM-1:00 PM.

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## INCOMING CORRESPONDENCE

### DISCUSSION

March 30, 2010

1. March 15, 2010 correspondence from Leadership Portage County, regarding the following:
  - (A) Annual Alumni Dues Invoice and Alumni Directory Update Sheet
  - (B) Invitation to the Burbick Leader of Distinction Awards Luncheon honoring community leaders and celebrating Leadership Portage County's 20<sup>th</sup> Anniversary on Wednesday, April 14, 2010, 11:30 AM-1:30 PM, Maplewood Career Center

(C) Nominations for the Burbick Leader of Distinction Awards 2010 Nomination Form – 5 awards to be given are:

- Business Leader of Distinction
- Education Leader of Distinction
- Health & Human Services Leader of Distinction
- Leadership Portage County Alumni Leader of Distinction
- Leadership Portage County Youth Alumni Leader of Distinction

The Board of Commissioners agreed that the Commissioners' Leadership Alumni should nominate as they see fit.

(D) Volunteer opportunities for alumni listed on the annual dues invoice

2. March 25, 2010 e-mail from Dave McIntyre, Dog Warden, regarding a donation from Lowe's for quarantine kennels. Referred to the Executive Assistant to prepare the necessary resolution to accept the donation.

Additionally, Director McIntyre requests Board authorization to allow Maplewood Career Students (Masonry Class) to assist with creating the concrete block kennels/Journal Entry.

3. March 19, 2010 correspondence from Dwight Dean, US Department of Commerce, Census Bureau, requesting a date between Monday, April 5<sup>th</sup> and Saturday, April 10, 2010 to organize *March to the Mailbox* event for the community/Forwarded to the Regional Planning Commission and Executive Assistant.
4. The Board of Commissioners received a request for authorization to allow the use of the Courthouse Lawn on Thursday, April 15, 2010 from 6:00 PM to 9:00 PM for a TEA Party celebrating the first birthday of the Portage County Tea Party and ending in a candlelight vigil, as requested by Tom Zawistowski, Executive Director. Please note the request for authorization to bring in temporary toilet facilities for an anticipated 800 attendees/Journal Entry.
5. March 22, 2010 correspondence from Jeff Howe, ISO, to CBO Wrentmore, Portage County Building Department, regarding the Building Code Effectiveness Grading Schedule classification. ISO will postpone the implementation of the regression if, by July 9, 2010, Portage County submits to ISO a plan for an improvement program that will result in a better grading schedule classification/Schedule the CBO for an update as to how he intends to proceed.
6. The Board of Commissioners received the March 29, 2010 email from Chief Auditor Rick Kubic including information regarding the pre-bid conference on March 31, 2010/Commissioners Keiper and Frederick will attend the pre-bid conference.

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## JOURNAL ENTRY

March 30, 2010

1. The Board of Commissioners received the monthly operating expenses and caseload report for County Public Defender's Office for January 2010 as presented by the County Auditor's Office.
2. In accordance with ORC Section 3113.39, the Board of Commissioners received the 2009 Annual Report for Shelters for Victims of Domestic Violence as presented by Carole Beaty, Family & Community Services.
3. Board of Commissioners' signature requested on the payment authorization form for administration/implementation of Fair Housing for the B-F-09-062-1 Formula Grant for \$2,692.73 as requested by the Regional Planning Commission. The B-F-09-062-1 Formula Grant Activity #07 Fair Housing is funding this expense.
4. Board of Commissioners' signature requested on the payment authorization form for administration/implementation of the B-F-09-062-1 Formula Grant for \$906.81 as requested by the Regional Planning Commission. The B-F-09-062-1 Formula Grant Activity #08 General Administration is funding this expense.
5. Board of Commissioners' signature requested on the purchase requisition for Lisa Reeves for travel expenses to attend the CDBG training on April 14, 2010 for \$182.00 as requested by the Regional Planning Commission. The B-F-09-062-1 Formula Grant Activity #08 Administration is funding this expense.

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**REFERRED**

March 30, 2010

1. March 23, 2010 e-mail from the CCAO for the "Second Wednesdays" Information Seminar entitled New Opportunities in Veterans Services. Referred to Veterans Services.
2. The Board of Commissioners received the Cash Flow Analysis for Portage Housing I, II and III for period January 1, 2009 through December 31, 2009 as presented by Neighborhood Development Services. Referred to Department of Budget and Financial Management.

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**INFORMATION ONLY**

March 30, 2010

1. The Board of Commissioners received the application for the 2010 Memorial Day Parade as presented by the Ravenna Memorial Day Association. Completed applications requested by Saturday, May 15, 2010.
2. March 25, 2010 e-mail from Anita Herington, Job and Family Services, including an explanation for the Then & Now transactions.

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**PLEASE ADD TO THE AGENDA**

**March 30, 2010**

Grants Administrator Banks attending

1. March 28, 2010 request from the City of Kent for a resolution of support of the grant application to the Economic Development Administration for funding to assist with some of the implementation costs associated with the Downtown Redevelopment Project. Referred to Dan Banks to prepare a draft resolution for Board consideration.

Please note: The Board of Commissioners was advised by Director Ulik that he 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 on March 23<sup>rd</sup> that Portage County should participate with MAGNET to pursue a portion of the \$11 million available regionally.

Director Banks met with the Board of Commissioners on March 25<sup>th</sup> and reminded the Board that he is working with the City of Kent on a bricks and mortar application for a portion of the \$11 million available through the US Department of Commerce. Director Ulik advised Commissioner Frederick via email that he had a conversation last month with Dan Smith of the City of Kent regarding this grant and the likelihood of obtaining such funding. At that time, Mr. Smith asked if there were any objections to the City making an application since they had a grant writer on staff. He had not heard from the city of Kent since this conversation. Since then, MAGNET contacted Mr. Ulik to request participation in an endorsement of their regional approach to the EDA program. It is Mr. Ulik's opinion that the MAGNET application will receive much more favorable review and serve the intended purposes of the grant.

Director Ulik also noted that any number of entities could submit multiple applications for funding.

There is no restriction on number of projects or applications coming from a geographic region.

The Board of Commissioners agreed that Mr. Banks should obtain a copy of the MAGNET application before agreeing that two applications should be submitted. The Commissioners agreed that if the Board has to choose between the two applications, they would support the city of Kent application. Commissioner Keiper agreed to discuss this issue with Director Ulik.

2. March 25, 2010 email from Regional Planning Commission Director Todd Peetz including a request for Board of Commissioners' approval of an application to the Ohio Department of Agriculture's Agricultural Easement Purchase Program on behalf of Donald and Cathy Gang of Rootstown Township and the Kline Family Partnership in Palmyra Township. Director Peetz will work with the Portage County Soil & Water Conservation District on an update of the required monitoring agreement for these and all other farms/Hold for information from Director Peetz

3. March 19, 2010 email from Regional Planning Commission Director Todd Peetz including a request from the Western Reserve Land Conservancy (WRLC) for Board of Commissioners' approval of an application to the Ohio Department of Agriculture's Agricultural Easement Purchase Program on behalf of William Jagers for his farm in Nelson Township. Director Peetz agreed to contact the WRLC to determine how the required monitoring will be handled/ Hold for information from Director Peetz
4. March 29, 2010 e-mail from Jon Barber, Office of Homeland Security and Emergency Management Agency, regarding replacement of voter box / 9-1-1 fund/Resolution 10-0306 transfers the funds to the Sheriff's Office

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**Journal Entry**

March 30, 2010

Motion by Maureen T. Frederick, seconded by Charles W. Keiper II to approve the following actions:

1. The Board of Commissioners acknowledged the receipt of the Monthly Operating Expenses and Caseload Report for County Public Defender's Office for January 2010, as presented by the Portage County Auditor.
2. In accordance with ORC Section 3113.39, the Board of Commissioners acknowledged the receipt of the 2009 Annual Report for Shelters for Victims of Domestic Violence, as presented by Carole Beaty, Family & Community Services.
3. The Board of Commissioners signed the payment authorization form for the administration and/or implementation of Fair Housing for the B-F-09-062-1 Formula Grant for \$2,692.73, as presented by the Regional Planning Commission. The B-F-09-062-1 Formula Grant Activity #07 Fair Housing is funding this expense.
4. The Board of Commissioners signed the payment authorization form for the administration and/or implementation of the B-F-09-062-1 Formula Grant for \$906.81, as presented by the Regional Planning Commission. The B-F-09-062-1 Formula Grant Activity #08 General Administration is funding this expense.
5. The Board of Commissioners signed the purchase requisition for Lisa Reeves for travel expenses to attend the CDBG training on April 14, 2010 for \$182.00, as presented by the Regional Planning Commission. The B-F-09-062-1 Formula Grant Activity #08 Administration is funding this expense.
6. After meeting today with Portage County Water Resources Department Director Harold Huff, the Board of Commissioners accepted his recommendation and approved the hire of James Akerley as the Wastewater Treatment Superintendent on or around April 19, 2010, contingent upon his successful passing of his physical and drug and alcohol testing.

7. The Board of Commissioners signed the March 30, 2010 correspondence to Portage County Auditor Esposito, requesting that staff debit the General Fund \$17,104.51 and credit Fund 1480 with \$17,104.51 as follows for the local match for the Violence Against Women 2010 Federal Grant:

	<u>Org</u>	<u>Object</u>	<u>Project</u>	<u>Amount</u>	<u>Description</u>
<b>Debit:</b>	00100004	492100		\$17,104.51	Local Share
<b>Credit:</b>	14803001	194000	0A588	\$16,255.84	Local Match/Share
<b>Credit:</b>	14803001	194000	0B588	\$ 848.67	Local Match/Share

8. The Board of Commissioners signed the March 30, 2010 correspondence to Portage County Auditor Esposito, requesting that staff debit the General Fund and credit Fund 8700 for the local government contribution to Portage Soil and Water Conservation District for the Grant Period 2010 (January 1, 2010 – December 31, 2010) in the amount of \$46,018 as follows:

	<u>Org</u>	<u>Object</u>	<u>Amount</u>	<u>Description</u>
<b>Debit:</b>	00100004	492300	\$ 46,018.00	GF - Soil & Water Contribution
<b>Credit:</b>	87009071	194000	\$ 46,018.00	GF – Soil & Water Contribution

9. The Board of Commissioners signed the March 30, 2010 correspondence to Portage County Auditor Esposito, requesting that staff debit the General Fund \$20,000 and credit Fund 8600 with \$20,000 for the 2010 Annual Contribution for the Portage County Park District as follows:

	<u>Org</u>	<u>Object</u>	<u>Amount</u>	<u>Description</u>
<b>Debit:</b>	00100004	492300	\$20,000.00	Annual Contribution
<b>Credit:</b>	86009091	188500	\$20,000.00	Annual Contribution

10. The Board of Commissioners signed the March 30, 2010 correspondence to Portage County Auditor Esposito, requesting that staff debit the General Fund \$30,000 and credit Fund 8600 with \$30,000 as follows for the 2010 Annual Contribution for the Portage County Park District:

	<u>Org</u>	<u>Object</u>	<u>Amount</u>	<u>Description</u>
<b>Debit:</b>	00100004	492300	\$30,000.00	Annual Contribution
<b>Credit:</b>	86009091	188500	\$30,000.00	Annual Contribution

11. The Board of Commissioners signed the March 30, 2010 correspondence to Portage County Auditor Esposito, requesting that staff debit the General Fund \$30,000 and credit Fund 8500 with \$30,000 as follows for the 2010 Annual Contribution for the Portage County Regional Planning Commission:

	<u>Org</u>	<u>Object</u>	<u>Amount</u>	<u>Description</u>
<b>Debit:</b>	00100004	492300	\$30,000.00	Annual Contribution
<b>Credit:</b>	85009061	188500	\$30,000.00	Annual Contribution

12. The Board of Commissioners approved the request for authorization to allow the use of the Courthouse Lawn on Thursday, April 15, 2010 from 6:00 PM to 9:00 PM for a TEA Party celebrating the first birthday of the Portage County Tea Party, ending in a candlelight vigil, as requested by Tom Zawistowski, Executive Director. The Board of Commissioners noted that this approval is contingent upon the confirming of the details necessary to accommodate an anticipated 800 attendees.
13. The Board of Commissioners authorized the Portage County Motor Pool to purchase a digital camera to photograph damaged county vehicles.
14. The Board of Commissioners accepted the recommendation of Dog Warden Dave McIntyre and agreed to use the Maplewood Career Center Masonry Class to build the walls for quarantine kennels in the Dog Warden's garage area to house vicious and/or sick dogs, separating them from the general population. Lowe's is donating two pallets of block to build the walls, concrete board and a few miscellaneous items for this project. The Board of Commissioners agreed that the Dog Warden will work with the Human Resources Department to make certain that all necessary documents are in place before the project begins.

Christopher Smeiles, 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 30, 2010**. There being no further business to come before the Board, it was moved by Maureen T. Frederick, seconded by Charles W. Keiper II to adjourn the official meeting at **10:45 AM**. Commissioner Smeiles absent, motion carries.

Charles W. Keiper II, President

Maureen T. Frederick, Board Member

ABSENT

Christopher Smeiles, Vice President

Deborah Mazanec, Clerk

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**PAYINS FOR THE MONTH OF MARCH 2010**

03/02/10	12490	Charles W. Keiper II – Cell Phone: \$20.00, Deb Mazanec – Copies/Faxes: \$1.00, Jason Proctor – Public Records Request: \$0.75, Range Resources – Oil Lease: \$312.45 Total: \$334.20
03/09/10	12612	Ohio Public Defender – Assigned Counsel/Death Penalty: \$20,104.80, Resource Energy – Oil Lease: \$71.54, Deb Mazanec, Amy Hutchinson, and Melissa Calton – Copies/Faxes: \$9.55 Total: \$20,185.89
03/10/10	12636	Family and Community Services – Collaboration Advocates Grant: \$3,180.99, Children’s Advocacy Center – Collaboration Advocates Grant: \$2,664.68 Total: \$5,845.67
03/17/10	12742	Beck Energy – Oil Lease: \$58.37 Total: \$58.37
03/23/10	12843	Maureen T. Frederick – Cell Phone: \$3.52, Ohio Public Defender – Public Defender: \$19,851.70

**AUTHORIZATION OF EXPENSES FOR THE MONTH OF MARCH 2010**

01/12/10	Todd Peetz, Melvin Harris, and Evelyn Beeman/OCCD Winter Meeting/Columbus, Ohio/January 26-28/\$465.00
02/12/10	Kevin Gowan/Data Management Demo/Columbus, Ohio/February 17/\$64.00
02/17/10	Tim Beckner and Mary Boston/One Stop Partner Council Meeting/Chardon, Ohio/February 18/\$23.00
02/17/10	Dan Banks/Meeting with Department of Energy and Congressional Delegates/February 3-4/Washington, DC/\$307.40
02/18/10	Bill Steiner and Dan Banks/Congressman Ryan/Warren, Ohio/February 22/\$40.00
02/18/10	Bill Steiner and Charles W. Keiper II/SWAC Meetings/Columbus, Ohio/March 25/\$195.00
02/19/10	Brian Kelley/Infragard Quarterly/Richfield, Ohio/March 5/\$0.00
02/19/10	Amanda Morgan/Out of County/State Homevisit to Parent RE: Visitation/Latrobe, Pennsylvania/\$35.23
02/19/10	Danielle Wilson/Out of County/State Homevisit to Parent RE: Visitation/Latrobe, Pennsylvania/\$11.50
02/22/10	Bob Luli/Ohio Rural Water Association Training Seminar/Aurora, Ohio/April 7/\$0.00
02/22/10	Charles W. Keiper II/Greater Akron Chamber 2010 Economic Development Forum/Akron, Ohio/February 26/\$20.00
02/22/10	Shawn Shaulis/OCATS Meetings/Columbus, Ohio/February 26, April 30, June 25, August 27, October 29 and December/\$1,116.00
02/22/10	Joanne Hynes and Lynn Schneider/Benefit Recovery in CRISE/Akron, Ohio/February 23/\$37.50
02/22/10	Matthew Walker, Lynn Schneider and Noreen Siegner/Eighteen Year Old in CRISE/Akron, Ohio/April 6/\$50.25
02/22/10	Sheila Grega, Tammy Hickman, and Patrick O’Keefe/Eighteen Year Olds in CRISE/Akron,

	Ohio/April 7/\$50.25
02/22/10	Mary Boston, Brandy Hemphill, Connie Hall, and Mandy Berardinelli/Eighteen Year Olds in CRISE/Akron, Ohio/April 8/\$63.00
02/22/10	Jon Barber/TICP Workshop (Tactical Interoperable Communications Plans/Columbus, Ohio/March 11/\$100.00
02/23/10	Charles W. Keiper II, Christopher Smeiles, Maureen T. Frederick/Spring 2010 Bowman Breakfast/Kent, Ohio/April 6/\$47.00
02/23/10	Anthony Mangeri/Ohio Chapter 84 <sup>th</sup> Annual Meeting IAEI/Mason, Ohio/May 3-5/\$100.00
02/23/10	Bill Ulik/Akron's and Ohio's Position in Knowledge-based Economy Charting a Course for the Future/Akron, Ohio/March 11/\$20.00
02/23/10	Bill Ulik/Meeting with George Sarkis/Akron, Ohio/February 3/\$10.00
02/23/10	Edyth Tinknell/Restorative Nursing Seminar/Independence, Ohio/August 18/\$175.00
02/24/10	Sally Kelly/Dominion Community Impact Award Luncheon/Cleveland, Ohio/March 3/\$0.00
02/24/10	Bill Steiner/NEFCO/Green, Ohio/March 17/\$20.00
02/24/10	Bill Steiner/ERTAC Meeting/Cuyahoga Falls, Ohio/March 3/\$15.00
02/25/10	Sally Kelly/Area Agency on Aging Areawide Council Meeting/Hartville, Ohio/February, April, June, August, October, and December/\$0.00
02/25/10	Bonnie Howe/Ohio Recorder's Association Spring Continuing Education/Dublin, Ohio/March 17-18/\$99.00
02/26/10	Sally Kelly/RSVP – to purchase various restaurant supplies/Stow, Ohio/Various Dates as needed/\$0.00
02/26/10	Sally Kelly/Out of Town Bus Trips/Various Locations/March 26, April 23, May 28, June 24, July 23, August 27, September 23, October 22, November 4 and November 29 /\$0.00
02/26/10	Danielle Wilson and Shannon Weiss/Ohio SIDS Risk Reduction and Safe Sleeping Practice and Training Session/Akron, Ohio/March 26/\$61.50
03/01/10	Michael Dryhurst/Programmable Logic Controls/Ravenna, Ohio/April 9-28/\$130.00
03/01/10	Claudia Kotich/OTCO Wastewater Workshop/Columbus, Ohio/March 9-10/\$341.00
03/01/10	Patricia Brett, Cynthia Pickens, and Patrick O'Keefe/CRISE Overview/Akron, Ohio/March 10-11/\$89.00
03/01/10	Wayne Carkido, Don West and John Clark/Ohio EPA-Tinker Creek Stressor Study Meeting/Solon, Ohio/March 10/\$42.00
03/02/10	Charles W. Keiper II/Health Department Advisory Council Meeting and Dinner/Ravenna, Ohio/March 22/\$23.50
03/02/10	Sean Scahill, Roy Richards, Dave Morris, Andy Englehart, Lou Dearnbarger, and Bob Park/OSAVSC Spring Conference/Columbus, Ohio/April 9-10/\$1,579.00
03/02/10	John O'Neil/Debtor-Creditors Issues in Municipal Court/Beachwood, Ohio/April 16/\$50.00
03/02/10	Anne Fagerstrom/2010 Annual Convention/Columbus, Ohio/May 4-6/\$1,161.00
03/03/10	Sean Scahill, Dave Morris, Any Englehart, Lou Dearnbarger, and Roy Richards/OSAVSC District One Meeting/Chardon, Ohio/March 25/\$0.00
03/03/10	Robert White/Keys to Ethical Competence/Independence, Ohio/April 29/\$134.00
03/04/10	Mickey Marozzi/Ohio Storm Water Management and Drainage Conference/Columbus, Ohio/March 9-10
03/04/10	Anne Fagerstrom and Pam Cree/Comprehensive MDS 3.0 Training Program/Cuyahoga Falls,

	Ohio/June 29-30/\$780.00
03/05/10	Lynn Kline/Managing Multiple Projects, Competing Priorities and Tight Deadlines/Independence, Ohio/May 5/\$219.00
03/05/10	Joan Lambach/Collection Laws 2010/Akron, Ohio/April 29/\$161.00
03/05/10	Penny Ray/PCSAO Executive Meeting/Columbus, Ohio/March 24-25/\$336.00
03/05/10	Pat Burns and Dave Harvey/Leadership Skills/Columbus, Ohio/March 22-24/\$1,055.00
03/08/10	Brian Kelley/Intergovernmental Opportunities Forum II/Kent, Ohio/March 24/\$0.00
03/08/10	James Aylward/2010 Spring Conference Meetings and Seminars – Ohio Association of Magistrates/Beachwood, Ohio/April 28-30/\$230.00
03/08/10	Jon Barber and John Mason/POD Training/Columbus, Ohio/March 16/\$150.00
03/09/10	Michelle Ripley/Portage County/Ravenna, Ohio/March 11/\$15.00
03/09/10	Judy Proffitt, Rich McClellan, Nicole Kehres/OSACVSO Spring School/Independence, Ohio/May 12-14/\$1,483.00
03/09/10	Bill Ulik/Logistics in Northeast Ohio/University Heights, Ohio/March 19/\$40.00
03/10/10	D. Wilson/Trauma Effects and Interventions/Warren, Ohio/December 15, 2009/\$30.80
03/10/10	Maureen T. Frederick/CCAO/OSWDO/OEEF Solid Waste Training Course/Wooster, Ohio/April 22/\$85.00
03/10/10	Timothy Ludick/2010 OAM Spring Conference/Beachwood, Ohio/April 28-30/\$200.00
03/12/10	Gwendell Bolen/NESOWEA Dover WWTP Tour and Technical Session Meeting/Dover, Ohio/March 25/\$25.00
03/12/10	Richard Kundracik/NESOWEA Operators Certification – Review Session/Akron, Ohio/April 17/\$12.75
03/15/10	Dan Banks/Meeting with Foundation Center/Cleveland, Ohio/March 15/\$0.00
03/15/10	Bill Steiner/Akron Rubber Development/Akron, Ohio/March 17/\$10.00
03/15/10	Michael Wright, Diane Buchert, and Mary Lilly/OCCA Annual Title Seminar/Columbus, Ohio/April 22/\$110.00
03/15/10	Mike Wright/OCCA Monthly Title Meeting/Columbus, Ohio/March 23/\$45.00
03/15/10	Charles W. Keiper II/NEOTEC/ITAC Exploring the United Kingdom/Twinsburg, Ohio/April 7/\$20.00
03/15/10	Jan Jacobs and Kelly Ristity/Statewide Quarterly Licensing Meeting/Columbus, Ohio/April 19/\$88.00
03/16/10	Dan Banks/Foundation Center Class on New Funding Success/Cleveland, Ohio/March 16/\$0.00
03/16/10	Charles W. Keiper II/NEOTEC/ITAC Logistics in Northeast Ohio/University Heights, Ohio/March 19/\$45.00
03/17/10	Jim Acklin/Arson Scene Search/Peninsula, Ohio/March 24-25/\$335.00
03/17/10	Sue Hillegas and Jim McRitchie/Operation Street Smart/Richfield, Ohio/March 23/\$50.00
03/17/10	Kathy Feigert/Suicide Intervention/Streetsboro, Ohio/June 25/\$209.00
03/18/10	Bill Ulik/NEOTEC/Cuyahoga Falls, Ohio/April 14/\$20.00
03/18/10	Danny Burns/Interrogation and Interview Class/Twinsburg, Ohio/\$50.00
03/18/10	Kelly Rambo, Liz Brown, Shelley Toot, Erika Benedict, Terry Curry and Brenda Kavali/Statewide Peer Helper/Coordinator Meeting/Columbus, Ohio/April 14-15/\$1,105.00

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