

**Thursday, April 29, 2010**

The Board of County Commissioners met in regular session on **Thursday, April 29, 2010 at 9:05 AM** with the following members present:

Charles W. Keiper II

Christopher Smeiles

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Absent: Commissioner Frederick

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It was moved by Christopher Smeiles, seconded by Charles W. Keiper II to approve the meeting minutes of the April 27, 2010 meeting. Commissioner Frederick absent, motion carries.

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

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**NEIGHBORHOOD DEVELOPMENT**

Present: Dave Vaughan, Mike Bogo

Neighborhood Development Services, Inc. staff attending today to discuss how they can assist the Board of Commissioners in the funding of the proposed 2010 CDBG applications.

There are five slots to allocate if the 2010 CHIP is funded with \$307,300 available.

The Board of Commissioners discussed the Neighborhood Development Services, Inc. request for \$25,000 to sit on the Portage Development Board as an LMI representative. Mr. Vaughan is working with the Ohio Department of Development to confirm the possible funding by the formula funds.

The Board of Commissioners agreed that they cannot consider the Aura Housing/PMHA application, noting the April 21, 2010 correspondence from PMHA stating that the PMHA Board has not authorized a submittal for CDBG funds this year. Executive Director Zawilinski added that there was a miscommunication between PMHA and Aura Housing. Mr. Vaughan noted that Aura Housing is not a certified entity and does not qualify for funding at this time. It may also be difficult for the entity to find eligible recipients in this market. The Board agreed that they could not consider funding this application until the entity is certified and partners are identified.

The Portage Park District may be funded for \$10,000 through the RLF under slum and blight, should the Board of Commissioners agree to do so.

Neighborhood Development Services, Inc. agreed to contact the Deerfield Historical Society regarding their application for \$63,350 to purchase and renovate the John Diver House and Store Building on Deerfield Circle. The Board discussed the possibility of assisting the applicant to determine a path and then

considering an application next year. Since the building is on the Historical Register, it should be brought in with a Part I. The Board is concerned that the amount requested will only allow the purchase of the building and not any renovation.

The Board of Commissioners discussed the Family and Community Services application for funding of \$60,300 to be used to leverage an additional \$674,700 in Clean Ohio Funds for the remediation, abatement, and oversight portion of the removal of the White Rubber Building. The City of Ravenna has applied for a grant of \$160,689 from the Ohio Department of Development Clean Ohio Assistance Fund for the Phase II assessment. The Board of Commissioners discussed the possible use of the Section 17 RLF over the next two years for the \$60,300 commitment. The Commissioners agreed to meet as quickly as possible with Mark Frisone, the City of Ravenna and Neighborhood Development Services, Inc. staff to determine how to proceed, noting that they would like to see the project move forward to create additional parking for the Portage County Senior Center at that site.

Mr. Bogo reminded the Board of Commissioners that the Board can also add projects to the list.

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**SHERIFF'S DEPARTMENT**

Present: Major Dale Kelly, Attorney Denise Smith

Major Kelly is attending to update the Board of Commissioners on the Ohio Department of Transportation request to hire inmates in a litter pick-up program using low-risk, non-violent, misdemeanor offenders. Inmates will be dressed in orange jail uniforms and issued work boots and the Ohio Department of Transportation will provide the trash bags, green reflective vests, a port-a-john, pick-up sticks, gloves and safety glasses. The Sheriff will transport the inmates in a PARTA bus that the Sheriff purchased for \$1.00 last year. Commissioner Smeiles asked about the county liability. Denise Smith responded that there is a risk if a third party injures either the Corrections Officer or an inmate; the employee would go on Workers Comp and the county would pay for medical treatment of the injured inmate. Major Kelly added that the state will put out signage in the road and on the back of the trailer provided for the port-a-john. The trailer will have flashing strobe lights. The program will be used on interstates and state roads. Major Kelly noted that Ohio Department of Transportation will pay \$30/hour and the Corrections Officer will be paid \$15/hour. It has not yet been determined if the Sheriff or the Ohio Department of Transportation will pay the officer. The General Fund will receive the remainder of the payment.

Attorney Smith noted that ORC Section 311.29 gives the Sheriff the contracting authority to enter into this contract with Ohio Department of Transportation without the Board of Commissioners signing. The Board of Commissioners agreed that they do not object to the proposal as long as the county liability is minimal with the maximum safety measures in place.

Commissioner Smeiles asked if there were any incidents of inmates being injured in the other participating counties. Major Kelly responded that there was one escape but no injuries in Summit, Stark or Trumbull Counties. Commissioner Smeiles stated that he applauds the Sheriff for participating in this program putting inmates to work. Commissioner Keiper added that he is also in favor of the program since the taxpayer will get something back from the inmates/Journal Entry support

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Major Kelly presented the ODNR Watercraft Marine Patrol Assistance Grant for Board consideration. The Major noted that Wingfoot Lake has been added to the patrol area/10-0406

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The Board of Commissioners discussed the recent accident involving a third party and a cruiser. The Board of Commissioners agreed to wait for the Safety/Loss Control Coordinator to obtain a copy of the accident report before deciding whether or not to repair the vehicle or scrap the vehicle.

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9:35 AM The Board of Commissioners recessed to the Records Commission meeting

9:50 AM The Board of Commissioners reconvened

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**INTERNAL SERVICES**

Present: JoAnn Townend

**Discussion**

1. The Department of Job & Family Services has asked for permission to rent space at 211 South Chestnut Street in Ravenna from June 1 through September 30, 2010 to allow staff to update files. The Board of Commissioners agreed to lease the space for this short-term at no charge. JoAnn Townend to bring back the necessary paperwork.
2. Bar Ten has asked to be let out of their current lease, which expires on July 30, 2010. The Board of Commissioners agreed that Director Townend should meet with the tenant and discuss options.
3. The Board of Commissioners will discuss the Kent Muni Court MOU on Tuesday when Commissioner Frederick returns. The Director noted that the architect’s contract has been encumbered.

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**Resolutions**

1. Enter into an interpreting services agreement with the International Institute of Akron for JFS for the period 7/1/10 through 6/30/11./10-0407
2. Enter into an amendment no. 2 with Children’s Advantage for in-home counseling services for JFS./10-0408
3. Enter into an amendment no. 2 with Townhall II for alcohol and drug screening services for JFS./10-0409
4. Enter into an amendment no. 4 with Family & Community Services for PRC emergency shelter services for JFS./10-0410

5. Accept, award the bid and enter into an agreement for pool renovations for Happy Day School with Lakeside Consulting Design & Education, Inc./10-0411
6. Enter into amendment no. 1 with the Portage County Combined General Health District and Homeland Security and Emergency Management for additional services used in implementing the H1N1 response./10-0412
7. Enter into an agreement with the Portage Soil & Water Conservation District for the delegation of the County's annual inspection responsibilities with the Ohio Department of Agriculture under the grant agreement./10-0413
8. CORSA Renewal/10-0417

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**HUMAN RESOURCES**

Present: Karen U’Halie, Anita Herington

Public Session

1. Proposed Revision to Section 12 of the Portage County Board of Commissioners Personnel Policy Manual – “Driver Eligibility Standards”/10-Hold for additional information
2. Proposed revision to JFS Position Description for PA Administrator/Journal Entry
3. Retirement Awards for Retiring Portage County Employees – The Board of Commissioners agreed that the Director should contact JDC Superintendent Rehnert to discuss this issue.

4. \* \* \*

10:50 AM In accordance with the Ohio Rev. Code Ann. (121.22(G)(1)), it was moved by **Christopher Smeiles**, seconded by **Charles W. Keiper II** that the Board of Commissioners move into executive session to discuss bargaining issues and a JFS employment issue. **Also present: Human Resources Department Director Karen U’Halie, JFS Director Anita Herington.** Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Absent.

11:20 AM Upon conclusion of the above referenced discussion, it was moved by **Christopher Smeiles**, seconded by **Charles W. Keiper II** that the Board of Commissioners move out of executive session. Roll call vote: Christopher Smeiles, Yea, Charles W. Keiper II, Yea; Maureen T. Frederick, Absent.

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

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**DISCUSSION – HALL OF FAME NOMINEES**

Present: Senior Center Director Sally Kelly, Betty Schwinn, Hilda Klinger

Today the Board of Commissioners met to discuss the nominations for the Senior Citizens Hall of Fame. After great discussion and noting that all the nominees were worthy of selection, the Board of Commissioners accepted the recommendation of the nominating committee and chose the following 2010 Hall of Fame Members:

Female: Mary Parsons of Rootstown Township

Males: William Evitts of Windham  
W. Craig Wilde of Kent

Couple: June & Kenneth Neff of Ravenna Township

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**RESOLUTION No. 10-0402 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.**

It was moved by Christopher Smeiles, seconded by Charles W. Keiper II 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 April 29, 2010 in the total payment amount of **\$530,321.76 for Funds 0001-8101** 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, Absent;

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**RESOLUTION No. 10-0403 - RE: WIRE TRANSFER APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.**

It was moved by Christopher Smeiles, seconded by Charles W. Keiper II 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 April 29, 2010 in the total payment amount as follows:

1. \$6,113.16 for to WageWorks, Inc. for processing claims for Medical Mutual; and
2. \$97,831.71 for Medical Mutual Claims-Fund 7101; and
3. \$71,406.39 for Medical Mutual Admin Fees-Fund 7101; and

as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

**RESOLVED,** that the Board of Commissioners authorizes the wire transfer for the charges relating to health benefits, as presented by the Portage County Auditor's Office:

Wire Transfer on Friday, April 29, 2010	\$ 6,113.16
Wire Transfer on Friday, April 29, 2010	\$ 97,831.71
Wire Transfer on Friday, April 29, 2010	\$ 71,406.39

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, Absent;

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**RESOLUTION No. 10-0404 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.**

It was moved by Christopher Smeiles, seconded by Charles W. Keiper II that the following Resolution be adopted:

**WHEREAS,** the Ohio Revised Code requires that warrants be approved by the Board of Commissioners prior to their issuance, and

**WHEREAS,** there are other similar financial transactions defined as journal vouchers/entries that are dissimilar in that they are used to pay for charges for services from one county department and/or fund to another department and/or fund and thus are processed in lieu of issuing a warrant, and

**WHEREAS,** the Journal Vouchers/Entries are recommended by the County Auditor's Office for review and approval by the Board of Commissioners; now therefore be it

**RESOLVED,**

that the Board of Commissioners approves the following Journal Vouchers/Entries as presented by the County Auditor’s Office:

04/28/10	1058	\$ 14,341.20
04/28/10	1057	9,580.20
04/28/10	1056	28,085.00
04/28/10	1055	39,000.00
04/28/10	1054	447,365.17
04/28/10	1053	41,931.75
04/28/10	992	78,072.74
Total		658,376.06

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, Absent;

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**RESOLUTION No. 10-0405**

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

It was moved by Christopher Smeiles, 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 **\$27,556.74** as set forth in Exhibit "A" dated **April 29, 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, Absent;

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**RESOLUTION No. 10-0406** - **RE: APPROVE APPLICATION TO THE OHIO DEPARTMENT OF NATURAL RESOURCES DIVISION OF WATERCRAFT MARINE PATROL ASSISTANCE GRANT PROGRAM FOR THE PORTAGE COUNTY SHERIFF AND ACCEPT THE GRANT AWARD.**

It was moved by Christopher Smeiles, seconded by Charles W. Keiper II that the following resolution be adopted:

**WHEREAS,** Section 1547.67 of the Ohio Revised Code establishes a grant-in-aid program for financial assistance to political subdivisions engaged in recreational boating law enforcement; and

**WHEREAS,** the Portage County Board of Commissioners strongly supports the concept of recreational boating law enforcement to monitor area lakes; and

**WHEREAS,** the Portage County Sheriff began the Watercraft Marine Patrol Program utilizing deputies that were already employed by Portage County. The Board of Commissioners note that this Portage County program will not replace the State of Ohio responsibility for law enforcement on Portage County lakes; and

**WHEREAS,** the Portage County Sheriff's Department applied for the 2010 Marine Patrol Grant without a resolution from the Portage County Board of Commissioners; now therefore be it

**RESOLVED,** that the Board of Commissioners does hereby authorize the Portage County Sheriff to apply for and accept the Ohio Department of Natural Resources Division of Watercraft Marine Patrol Assistance Grant Application for January 1, 2010 - December 31, 2010 in the amount of \$20,907.00 from the Waterways Safety Fund. The necessary General Fund Local Match Appropriation is \$6,969.00 for a total grant award of \$27,876.00

Continuation of the program after Fiscal Year 2010 is dependent upon the receipt of future State funding; and be it further

**RESOLVED,** that the Board of Commissioners authorizes President of the Board Commissioner Charles W. Keiper II or his designee to sign the award documents; and be it further

**RESOLVED,** that a certified copy of this resolution be filed with the Portage County Department of Budget & Financial Management, the Portage County Sheriff’s Department 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 was as follows:

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

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**RESOLUTION No. 10-0407 - RE: ENTER INTO AN INTERPRETING SERVICES AGREEMENT BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND THE INTERNATIONAL INSTITUTE OF AKRON, INC.**

It was moved by Christopher Smeiles, seconded by Charles W. Keiper II that the following resolution be adopted:

**WHEREAS,** The Portage County Department of Job and Family Services (PCDJFS) has developed a Limited English Proficiency (LEP) Plan as requested by the Ohio Department of Job and Family Services to provide assurances and demonstrate that customers of PCDJFS are being provided meaningful access to program information, benefits and services although the customers may be limited in their English language proficiency; and

**WHEREAS,** The International Institute of Akron, Inc. has considerable experience and expertise in managing interpreters and providing interpreting services and is willing and able to provide these services; and



**RESOLVED,** that the Board of Portage County Commissioners does hereby enter into Amendment No. 2 between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services (“PCDJFS”) and Children’s Advantage (“PROVIDER”) for the period November 1, 2009 through October 31, 2010; and be it further

**RESOLVED,** that, effective April 1, 2010, PCDJFS agrees to pay PROVIDER for an In-Home Case Manager at a unit rate not to exceed a total of Twenty-nine and 14/100 dollars (\$29.14) per unit for a maximum of one hundred fifty-two (152) units for a total of Four thousand four hundred thirty and 31/100 dollars (\$4,430.31); and be if further

**RESOLVED,** that the total amount of this Agreement is not to exceed Fourteen thousand eight hundred fifty-seven and 59/100 dollars (\$14,857.59); 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;                      Maureen T. Frederick, Absent;                      Christopher Smeiles, Yea;

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**RESOLUTION No. 10-0409                      -                      RE:                      ENTER INTO AMENDMENT NO. 2 FOR ALCOHOL AND DRUG SCREENING SERVICES BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND TOWNHALL II.**

It was moved by Christopher Smeiles, seconded by Charles W. Keiper II that the following resolution be adopted:

**WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20090211 (the “Original Contract”) by Resolution No. 09-0106 to provide Alcohol and Drug Screening Services; and

**WHEREAS,** an Amendment No. 1 was entered into on November 12, 2009 through Resolution No. 09-0988; and

**WHEREAS,** the parties desire to amend the Original Contract to continue such services; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby enter into Amendment No. 2 between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services (“PDCJFS”) and Townhall II (“PROVIDER”) for the period November 1, 2009 through October 31, 2010; and be it further

**RESOLVED,** that, effective November 1, 2009 through February 21, 2010, PCDJFS agrees to pay PROVIDER for Alcohol and Drug Screening Services rendered at a rate of Sixty-five and 00/100 dollars (\$65.00) per hour not to exceed one hundred thirteen and one half (113.5) units, for a total of Seven thousand three hundred seventy-seven and 50/100 dollars (\$7,377.50); and be if further

**RESOLVED,** that, effective February 22, 2010 through October 31, 2010, PCDJFS agrees to pay PROVIDER for Alcohol and Drug Screening Services rendered at a rate of Seventy and 00/100 dollars (\$70.00) per hour not to exceed three hundred two and one half (302.5) units, for a total of Twenty-one thousand one hundred seventy-five and 00/100 dollars (\$21,175.00); and be if further

**RESOLVED,** that the total amount of this agreement shall not exceed Twenty-eight thousand five hundred fifty-two and 50/100 dollars (\$28,552.50); 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;

Maureen T. Frederick, Absent;

Christopher Smeiles, Yea;

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**RESOLUTION No. 10-0410**

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**RE:**

**ENTER INTO AMENDMENT NO. 4 FOR PREVENTION, RETENTION AND CONTINGENCY (PRC) EMERGENCY SHELTER SERVICES BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND FAMILY & COMMUNITY SERVICES, INC.**

It was moved by Christopher Smeiles, seconded by Charles W. Keiper II that the following resolution be adopted:

**WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20080328 (the “Original Contract”) on July 3, 2008 by Resolution No. o8-

0595 to provide Prevention, Retention & Contingency (“PRC”) Emergency Shelter Services; and

**WHEREAS,** an Amendment No. 1 was entered into on October 1, 2008 through Resolution No. 08-0953; and

**WHEREAS,** an Amendment No. 2 was entered into on August 4, 2009 through Resolution No. 09-0656; and

**WHEREAS,** an Amendment No. 3 was entered into on October 20, 2009 through Resolution No. 09-0934; and

**WHEREAS,** the parties desire to amend the Original Contract to continue such services; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby enter into Amendment No. 4 between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and Family & Community Services, Inc. for the period July 1, 2009 to June 30, 2010; and be it further

**RESOLVED,** that the parties mutually agree to decrease PRC Emergency Shelter Services to a maximum of four hundred ten (410) units rendered at a unit rate up to Fifty-five and 00/100 dollars (\$55.00) per unit for a total decrease of Five hundred fifty and 00/100 dollars (\$550.00), not to exceed a total of Twenty-two thousand five hundred fifty and 00/100 dollars (\$22,550.00); and be it further

**RESOLVED,** that the parties mutually agree to increase the program fee units to a maximum of forty-nine (49) units rendered at a unit rate of Fifty and 00/100 dollars (\$50.00) per application for shelter services provided for a total increase of Five hundred fifty and 00/100 dollars (\$550.00), not to exceed Two thousand four hundred fifty and 00/100 dollars (\$2,450.00);

**RESOLVED,** that the combined annual service under this agreement shall not exceed Twenty-five thousand and 00/100 dollars (\$25,000.00); 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 meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Voice vote as follows:

Charles W. Keiper II, Yea;

Christopher Smeiles, Yea;

Maureen T. Frederick, Absent;

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**RESOLUTION No. 10-0411** - **RE: ACCEPT, AWARD THE BID AND ENTER INTO AN AGREEMENT FOR POOL RENOVATIONS AT HAPPY DAY SCHOOL, 2500 BRADY LAKE RD., RAVENNA OH 44266.**

It was moved by Christopher Smeiles, seconded by Charles W. Keiper II that the following Resolution be adopted:

**WHEREAS,** five (5) sealed bids for pool renovations at Happy Day School at 2500 Brady Lake Rd., Ravenna OH were received, tabulated and recorded on April 16, 2010, and

**WHEREAS,** upon review of the bids received, it is the recommendation of David L. Sommers, Architect and the Portage County Board of Developmental Disabilities that the following bid be accepted as the lowest and best bid received meeting all required specifications;

Lakeside Consulting Design & Education, Inc.  
Whitehorn Ave.  
North Olmstead, OH 44070  
\$164,724.00

now therefore be it

**RESOLVED,** that the Board of County Commissioners does hereby accept, award the bid and enter into an agreement for pool renovations at Happy Day School; 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 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, Absent;

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**RESOLUTION No. 10-0412** - **RE: ENTER INTO AMENDMENT NO. 1 BETWEEN PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY OFFICE OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT AGENCY AND THE PORTAGE COUNTY COMBINED GENERAL HEALTH DISTRICT.**

It was moved by Christopher Smeiles, seconded by Charles W. Keiper II that the following resolution be adopted:

**WHEREAS,** an agreement between the Portage County Board of Commissioners on behalf of the Portage County Office of Homeland Security and Emergency Management Agency and the Portage County Combined General Health District was entered into on February 23, 2010 through resolution 09-1036 to provide support services in implementing the 2010 H1N1 response; and

**WHEREAS,** the parties desire to amend the Original agreement to add additional services; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into an Amendment no. 1 on behalf of the Portage County Office of Homeland Security and Emergency Management and the Portage County Combined General Health District; and be it further

**RESOLVED,** that compensation under this amendment shall be in the amount of Two thousand, seven hundred fifty-two and 55/100 dollars (\$2,752.55); and be it further

**RESOLVED,** that the remaining terms of the original agreement between the parties shall remain the same; 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, Absent;

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**RESOLUTION No. 10-0413 - RE: ENTER INTO AN AGREEMENT WITH THE PORTAGE SOIL AND WATER CONSERVATION DISTRICT FOR THE DELEGATION OF THE COUNTY'S ANNUAL INSPECTION RESPONSIBILITIES WITH THE OHIO DEPARTMENT OF AGRICULTURE FOR THE PURCHASE OF AGRICULTURAL EASEMENTS.**

It was moved by Christopher Smeiles, seconded Charles W. Keiper II that the following resolution be adopted:

**WHEREAS,** the Portage County Board of Commissioners has entered into a grant agreements under the Agricultural Easement Purchase Program with the Ohio Department of Agriculture with funding from the Clean Ohio Easement fund; and

**WHEREAS,** the Portage County Board of Commissioners has received grant funds pursuant to the grant agreements with the Ohio Department of Agriculture to assist the County in purchasing agricultural easements and

**WHEREAS,** the Portage County Board of Commissioners has utilized the grant funds received under the grant agreement to purchase agricultural easements on the Groselle, Knippenberg G., Moore, Rodenbucher, Wise and Luckay farms, which are intended to be in perpetuity; and

**WHEREAS,** pursuant to the terms of that grant agreement, the Board of Commissioners has bound itself to conduct annual inspections of the Groselle, Knippenberg, Moore, Rodenbucher G., Wise and Luckay properties; and

**WHEREAS,** the Board of Commissioners desires to delegate its inspection responsibility to the Portage Soil and Water Conservation District and the District has agreed to assume the Board’s inspection responsibilities; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter an Agreement between the Board and **the Portage Soil and Water Conservation District, 6970 State Route 88, Ravenna, OH 44266**, for the delegation of the County’s annual inspection responsibilities under the grant agreement with the Ohio Department of Agriculture; and be it further

**RESOLVED,** that this agreement is intended to remain in effect in perpetuity; and be it further

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

Voice vote as follows:

Charles W. Keiper II, Yea;	Christopher Smeiles, Yea;	Maureen T. Frederick, Absent;
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RESOLUTION No. 10-0414

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

It was moved by Christopher Smeiles, 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	4,276
<b>MEMO TOTAL</b>	<u>\$ -</u>	<u>\$ 4,276</u>

Note: BOC Appr J/E#4 4/27/10

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<b>015 Building Security</b>		
00156 Building Security CO	4,276	0
<b>MEMO TOTAL</b>	<u>\$ 4,276</u>	<u>\$ -</u>

Note: BOC Appr J/E#4 4/27/10

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<b>520 Municipal Court</b>		
0520D Municipal Court Full Time	0	6,243
0520O Municipal Court Retirement	6,243	0
<b>MEMO TOTAL</b>	<u>\$ 6,243</u>	<u>\$ 6,243</u>

Note: Reverse Ret Resol. 10-0399

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<b>TOTAL MEMO BALANCE ALL AMENDMENTS</b>	<u>\$ 10,519</u>	<u>\$ 10,519</u>
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; and be it further

**RESOLVED,** that the notes of explanation in this 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;

Christopher Smeiles, Yea;

Maureen T. Frederick, Absent;

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\* \* \* \* \*

**RESOLUTION No. 10-0415 - RE: TRANSFER - FROM FUND 7201, WC RR P GENERAL ADMINISTRATION TO FUND 7213 WC RETRO RATING PLAN 2004**

It was moved by Christopher Smeiles, seconded by Charles W. Keiper II that the following resolution be adopted:

**WHEREAS,** the WC RR P General Administration fund, 7201; was created to close out plan years after all requirements have been meet, and

**WHEREAS,** the cash balance in this fund is used to provide additional funding where required for active plan years that have obligations that exceed cash balances, and

**WHEREAS,** an operating transfer is necessary in order to provide the necessary cash to pay for additional obligations in Fund 7213; now therefore be it

**RESOLVED,** that the following transfer be made in the amount of \$ 100,000.00:

**FROM:**

7201 WC PR P GENERAL ADMINISTRATION  
 ORGCODE- 72010189  
 Debit Expense Account  
 Object 910000 - Transfer-Out \$ 100,000.00

**TO:**

7213, WC RETRO RATING PLAN 2004  
 ORGCODE - 72130182  
 Credit Revenue Account  
 Revenue Source 280000 - Transfer-In \$ 100,000.00

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 Human 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, Absent;

\* \* \* \* \*

**RESOLUTION No. 10-0416**

This resolution was inadvertently omitted. This is for numbering purposes only.

\* \* \* \* \*

**RESOLUTION No. 10-0417 - RE: ENTER INTO A PARTICIPATION AGREEMENT FOR THE SELF-INSURANCE POOL ADMINISTERED BY THE COUNTY RISK SHARING AUTHORITY (CORSA) FOR COUNTY INSURANCE FOR THE PERIOD 2010 -2013.**

It was moved by Christopher Smeiles, seconded by Charles W. Keiper II that the following Resolution be adopted:

**WHEREAS,** the Portage County Board of Commissioners is desirous of having insurance coverage for the protection of Portage County; and

**WHEREAS,** The County Risk Sharing Authority is both qualified and interested in providing said coverage for Portage County; now therefore be it

**RESOLVED,** that the Board of County Commissioners does hereby enter into a participation agreement for the provision of Property, Liability, Crime, Public Officials, Law Enforcement and Vehicle Insurance by the County Risk Sharing Authority, Inc., 37 West Broad St., Suite 650, Columbus, OH 43215, for the period May 1, 2010 through April 30, 2013; 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 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, Absent;

\* \* \* \* \*

**RESOLUTION No. 10-0418 - RE: APPROVE THE REVISED PREVENTION, RETENTION AND CONTINGENCY PLAN, EFFECTIVE JUNE 1, 2010 FOR THE PORTAGE COUNTY DEPARTMENT OF JOB AND FAMILY**

## SERVICES.

It was moved by Christopher Smeiles, seconded by Charles W. Keiper II that the following resolution be adopted:

- WHEREAS,** Chapter 5108 of the Ohio Revised Code and rules issued under the chapter require that the Department of Job & Family Services to adopt a written statement of policies governing the prevention, retention, and contingency program for Portage County; and,
- WHEREAS,** Revision No. 1 of the Prevention-Retention-Contingency Plan was entered into on February 22, 2007 through Resolution No. 07-0163 and became effective March 1, 2007; and
- WHEREAS,** Revision No. 2 of the Prevention-Retention-Contingency Plan was entered into on October 4, 2007 through Resolution No. 07-0996 and became effective November 1, 2007; and
- WHEREAS,** Revision No. 3 of the Prevention-Retention-Contingency Plan was entered into on January 24, 2008 through Resolution No. 08-0085 and became effective February 15, 2008; and
- WHEREAS,** Revision No. 4 of the Prevention-Retention-Contingency Plan was entered into on May 22, 2008 through Resolution No. 08-0469 and became effective July 1, 2008; and
- WHEREAS,** Revision No. 5 of the Prevention-Retention-Contingency Plan was entered into on September 25, 2008 through Resolution No. 08-0980 and became effective October 1, 2008; and
- WHEREAS,** Revision No. 6 of the Prevention-Retention-Contingency Plan was entered into on September 10, 2009 through Resolution No. 09-0841 and became effective October 1, 2009; and
- WHEREAS,** Revision No. 7 of the Prevention-Retention-Contingency Plan was entered into on November 24, 2009 through Resolution No. 09-1091 and became effective December 1, 2009; and
- WHEREAS,** Revision No. 8 of the Prevention-Retention-Contingency Plan was entered into on March 11, 2010 through Resolution No. 10-0252 and became effective July 1, 2010; and
- WHEREAS,** the Director of the Portage County Department of Job & Family Services presented the Board of Commissioners with the Revised Prevention-Retention-Contingency Plan for the Portage County Department of Job & Family Services Division of Family Employment & Support Services, advising the Board of Commissioners that the Plan

was revised in accordance with Substitute House Bill 408 and Chapter 5108 of the Ohio Revised and reviewed by the County Community Planning Committee; and,

**WHEREAS,** the Portage County Prosecutor’s Office reviewed the revised Plan and advised that the proposed changes are consistent with the requirements of the applicable statutes and related regulations; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby certify that the Portage County Department of Job & Family Services complied with Chapter 5108 of the Ohio Revised Code in adopting the statement of policies and agrees to adopt this revised Prevention, Retention and Contingency (PRC) Plan in its entirety, as presented by the Director of the Portage County Department of Job and Family Services, effective June 1, 2010 ; and be it further

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

Voice vote as follows:

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

\* \* \* \* \*

**RESOLUTION No. 10-0419 - RE: APPROVE THE REVISED PREVENTION, RETENTION AND CONTINGENCY PLAN, EFFECTIVE JULY 1, 2010 FOR THE PORTAGE COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES.**

It was moved by Christopher Smeiles, seconded by Charles W. Keiper II that the following resolution be adopted:

**WHEREAS,** Chapter 5108 of the Ohio Revised Code and rules issued under the chapter require that the Department of Job & Family Services to adopt a written statement of policies governing the prevention, retention, and contingency program for Portage County; and,

**WHEREAS,** Revision No. 1 of the Prevention-Retention-Contingency Plan was entered into on February 22, 2007 through Resolution No. 07-0163 and became effective March 1, 2007; and

**WHEREAS,** Revision No. 2 of the Prevention-Retention-Contingency Plan was entered into on October 4, 2007 through Resolution No. 07-0996 and became effective November 1, 2007; and

**WHEREAS,** Revision No. 3 of the Prevention-Retention-Contingency Plan was entered into on January 24, 2008 through Resolution No. 08-0085 and became effective February 15, 2008; and

**WHEREAS,** Revision No. 4 of the Prevention-Retention-Contingency Plan was entered into on May 22, 2008 through Resolution No. 08-0469 and became effective July 1, 2008; and

**WHEREAS,** Revision No. 5 of the Prevention-Retention-Contingency Plan was entered into on September 25, 2008 through Resolution No. 08-0980 and became effective October 1, 2008; and

**WHEREAS,** Revision No. 6 of the Prevention-Retention-Contingency Plan was entered into on September 10, 2009 through Resolution No. 09-0841 and became effective October 1, 2009; and

**WHEREAS,** Revision No. 7 of the Prevention-Retention-Contingency Plan was entered into on November 24, 2009 through Resolution No. 09-1091 and became effective December 1, 2009; and

**WHEREAS,** Revision No. 8 of the Prevention-Retention-Contingency Plan was entered into on March 11, 2010 through Resolution No. 10-0252 and became effective July 1, 2010; and

**WHEREAS,** Revision No. 9 of the Prevention-Retention-Contingency Plan was entered into on April 29, 2010 through Resolution No. 10-0418 and became effective June 1, 2010; and

**WHEREAS,** the Director of the Portage County Department of Job & Family Services presented the Board of Commissioners with the Revised Prevention-Retention-Contingency Plan for the Portage County Department of Job & Family Services Division of Family Employment & Support Services, advising the Board of Commissioners that the Plan was revised in accordance with Substitute House Bill 408 and Chapter 5108 of the Ohio Revised and reviewed by the County Community Planning Committee; and,

**WHEREAS,** the Portage County Prosecutor's Office reviewed the revised Plan and advised that the proposed changes are consistent with the requirements of the applicable statutes and related regulations; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby certify that the Portage County Department of Job & Family Services complied with Chapter 5108 of the Ohio Revised Code in adopting the statement of policies and agrees to adopt this revised Prevention, Retention and Contingency (PRC) Plan in its entirety, as

presented by the Director of the Portage County Department of Job and Family Services, effective July 1, 2010; and be it further

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

Voice vote as follows:

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

**RESOLUTIONS**

April 29, 2010

1. Approval of Meeting Minutes from the April 27, 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./10-0402
3. Approve the wire transfer as presented by the County Auditor./10-0403
4. Approve the Journal Vouchers as presented by the County Auditor./10-0404
5. Approve Then & Now as presented by the County Auditor./10-0405
6. Approve the revised Prevention, Retention and Contingency Plan, effective June 1, 2010 for the Portage County Department of Job & Family Services/10-0418
7. Approve the revised Prevention, Retention and Contingency Plan, effective July 1, 2010 for the Portage County Department of Job & Family Services/10-0419

\* \* \* \* \*

**INVITATIONS/MEETING NOTICES**

April 29, 2010

1. Invitation for the Grand Opening of the In House Hospice and Palliative Care on Wednesday, May 12, 2010, 10:00 AM-200 PM (Open House), 10:30 AM (Ribbon Cutting).
2. Invitation from Ohio Community Corrections Association for the 9<sup>th</sup> Annual Conference “Impacting Offender Behavior in Community Corrections”, Common Sense Sentencing Reform and the Intersection between Science and Legislation Roundtable Thursday, May 20, 2010, Noon-1:30 PM.

3. Invitation from Summa Health System's 10<sup>th</sup> Annual Men Who Cook on Friday, May 14, 2010, 5:00 PM-9:00 PM, St. Joseph's Family Center, Akron.

\* \* \* \* \*

**INCOMING CORRESPONDENCE**

**DISCUSSION**

April 29, 2010

1. Judge Carnes contacted Commissioner Smeiles regarding the Board letter about indigent defense payments to attorneys/Hold for comment from the Prosecutor's Office

\* \* \* \* \*

**JOURNAL ENTRY**

April 29, 2010

1. Board of Commissioners' authorization requested to allow Commissioner Keiper to sign the US Department of Justice and US Department of Treasury FY209 Federal Annual Certification Report (FACR) indicating the balance of Justice Funds (DEA, FBI, etc) at the end of 2009 is \$9,697.04, as presented by the Portage County Sheriff's Department. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.
2. The Board of Commissioners received the Weekly Report of Kennel population for the week ending April 25, 2010 as presented by Dave McIntyre, Dog Warden. The Board of Commissioners acknowledged the receipt of \$50 in Court Donations, \$1,416.25 in License Sales and \$497 for Impound fees.
3. The Commissioners received the April 27, 2010 Amended Certificate of Estimated Resources for the year beginning January 1, 2010 as submitted by the Portage County Budget Commission (cc: Department of Budget & Financial Management).
4. Board of Commissioners' authorization requested to allow Commissioner Keiper to sign the electronic file copy of the Federal Financial Report addressed to the US Department of Justice Office of Justice Programs (OJP) for the Arrest Grant (2007-WE-AX-0048) for the Advocate, Train and Respond Collaborative for the grant period of January 1, 2010-March 31, 2010 as requested by Carole Beaty, Family & Community Services. Documents reviewed by the Grants Administrator with no exceptions noted.
5. Board of Commissioners' authorization requested to allow Commissioner Keiper to sign and fax of the Quarterly Subgrant Report addressed to the Ohio Office of Criminal Justice Services for the Domestic Violence Intervention project VAWA Grant No. 2009-WF-VA89-8222 & 2007-WF-VA8-8222A supporting both the Domestic Violence Assistance Prosecutor and the Outreach Advocate for Safer Futures, grant period January 1, 2010-March 31, 2010 as requested by Carole Beaty, Family & Community Services. Documents reviewed by the Grants Administrator with no exceptions noted.

6. Board of Commissioners' signature requested on the purchase requisition for Coleman Professional Services for architect services to rehabilitate unit 164 Spruce Street, Ravenna for \$4,350.00 as presented by the Regional Planning Commission. The B-F-09-062-1 Formula Grant Activity #3 Private Rental Rehab is funding this expense.
7. Board of Commissioners' signature requested on the payment authorization form for Independence Business Supply for eight (8) guest chairs 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.
8. The Board of Commissioners received the April 27, 2010 correspondence from The Woodlands at Robinson Administrator Barbara Fleischmann to County Auditor Janet Esposito, requesting that staff debit Fund 5100 the cost allocation of \$14,341.20 (one-tenth of the Indirect Cost Allocation of \$14,341.20) and credit the General Fund as follows:

	<u>Org</u>	<u>Object</u>	<u>Amount</u>	<u>Description</u>
<u>Debit</u>	51000544	481000	\$14,341.20	FY 10 Cost Allocation
<u>Credit</u>	00100001	152000	\$14,341.20	FY 08 Cost Allocation

\* \* \* \* \*

**REFERRED**

April 29, 2010

1. April 23, 2010 memo from Michael Hiler, Ohio Department of Development, requesting completion of the Ohio Neighborhood Stabilization Program Grant Obligation Update Form by May 21, 2010. Referred to Regional Planning Commission and Grants Coordinator.
2. April 24, 2010 correspondence from Frank Corl, regarding special assessment for storm water district. Referred to County Engineer.

\* \* \* \* \*

**PLEASE ADD TO YOUR AGENDA**

May 4, 2010

1. Board of Commissioners' authorization requested to hire Anthony Marozzi and Cynthia Tuck as part time seasonal Canvassers beginning Monday, May 10, 2010 through Friday, September 17, 2010 as presented by Human Resources Department Director Karen U'Halie and approved by Director Dave McIntyre, Dog Warden's Office. The Board of Commissioners notes that each hire is contingent upon the applicant passing a pre-employment physical and drug screen/Hold for the May 4, 2010 Board meeting.

- Board of Commissioners' authorization requested to allow the electronic filing of the quarterly job reports for the stimulus dollars awarded through the JAG/Byrne Grants for the second portion of the 3<sup>rd</sup> quarter of the grant period for the following:

Grant	Period	Program
2009-RA-D01-2184	March 16, 2010-March 31, 2010	Po. Co. Coll. of Advocacy
2009-RA-A02-2286	March 16, 2010-March 31, 2010	Cruiser Replacement
2009-RA-A02-2323	March 16, 2010-March 31, 2010	Courtroom Deputies

- DRAFT RESOLUTION: Amendment to the General Fund 2010 Annual Appropriation Resolution No. 09-1169 adopted December 17, 2009 (Department of Budget & Financial Management)./10-0414
- DRAFT RESOLUTION: Transfer from Fund 7201 WC RR P General Administration to Fund 7213 WC Retro Rating Plan (Department of Budget & Financial Management)./10-0415

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**INFORMATION ONLY**

April 29, 2010

- April 24, 2010 correspondence from John Epling and Julie Bradle, Strouffer Realty, Inc., regarding commercial property.
- April 27, 2010 e-mail from Dawn Pechman, regarding GAPP vacancies.
- April 8, 2010 e-mail from Anita Herington, Job & Family Services, regarding WIB Area 19 appointments.

\* \* \* \* \*

**PROSECUTOR'S CORRESPONDENCE - None**

\* \* \* \* \*

**Journal Entry**

April 29, 2010

Motion by Christopher Smeiles, seconded by Charles W. Keiper II to approve the following actions:

- The Board of Commissioners authorized Commissioner Keiper to sign the U.S. Department of Justice and U.S. Department of Treasury FY209 Federal Annual Certification Report (FACR) indicating the balance of Justice Funds (DEA, FBI, etc) at the end of 2009 is \$9,697.04, as presented by the Portage County Sheriff. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.
- The Board of Commissioners acknowledged the receipt of the Weekly Report of Kennel population for the week ending April 25, 2010, as presented by Director Dave McIntyre, Dog Warden. The Board of

Commissioners also acknowledged the receipt of \$50 in Court Donations, \$1,416.25 in License Sales and \$497 for Impound fees.

3. The Board of Commissioners acknowledged the receipt of the April 27, 2010 Amended Certificate of Estimated Resources for the year beginning January 1, 2010, as submitted by the Portage County Budget Commission.
4. The Board of Commissioners authorized Commissioner Keiper to sign the electronic file copy of the Federal Financial Report addressed to the U.S. Department of Justice Office of Justice Programs (OJP) for the Arrest Grant (2007-WE-AX-0048) for the Advocate, Train and Respond Collaborative for the grant period of January 1, 2010-March 31, 2010, as presented by Carole Beaty, Family & Community Services. Documents reviewed by the Grants Administrator with no exceptions noted.
5. The Board of Commissioners authorized Commissioner Keiper to sign and fax the Quarterly Subgrant Report addressed to the Ohio Office of Criminal Justice Services for the Domestic Violence Intervention project VAWA Grant No. 2009-WF-VA89-8222 & 2007-WF-VA8-8222A supporting both the Domestic Violence Assistance Prosecutor and the Outreach Advocate for Safer Futures, grant period January 1, 2010-March 31, 2010, as presented by Carole Beaty, Family & Community Services. Documents reviewed by the Grants Administrator with no exceptions noted.
6. The Board of Commissioners signed the purchase requisition for Coleman Professional Services for architectural services to rehabilitate the unit located at 164 Spruce Street in Ravenna for \$4,350.00, as presented by the Regional Planning Commission. The B-F-09-062-1 Formula Grant Activity #3 Private Rental Rehab is funding this expense.
7. The Board of Commissioners signed the payment authorization form for Independence Business Supply for the purchase of eight (8) guest chairs 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.
8. The Board of Commissioners acknowledged the receipt of the April 27, 2010 correspondence from The Woodlands at Robinson Administrator Barbara Fleischmann to County Auditor Janet Esposito, requesting that staff debit Fund 5100 the cost allocation of \$14,341.20 (one-tenth of the Indirect Cost Allocation of \$14,341.20) and credit the General Fund as follows:

	<u>Org</u>	<u>Object</u>	<u>Amount</u>	<u>Description</u>
<b>Debit</b>	51000544	481000	\$14,341.20	FY 10 Cost Allocation
<b>Credit</b>	00100001	152000	\$14,341.20	FY 08 Cost Allocation

9. The Board of Commissioners authorized the electronic filing of the quarterly job reports for the stimulus dollars awarded through the JAG/Byrne Grants for the second portion of the 3<sup>rd</sup> quarter of the grant period for the following, as presented by the Department of Budget & Financial Management:

Grant	Period	Program
2009-RA-D01-2184	March 16, 2010-March 31, 2010	Po. Co. Coll. of Advocacy
2009-RA-A02-2286	March 16, 2010-March 31, 2010	Cruiser Replacement
2009-RA-A02-2323	March 16, 2010-March 31, 2010	Courtroom Deputies

10. After meeting today with Portage County Sheriff's Major Dale Kelly to discuss Portage County's participation in the Ohio Department of Transportation Inmate Worker Litter Pick-Up Program, the Board of Commissioners agreed that they do not object to county participation as long as the county liability is minimal with the maximum safety measures in place. The Commissioners commended the Sheriff for his involvement in this program. The Board also noted that Attorney Denise Smith has advised that Ohio Revised Code Section 311.29 gives the Sheriff the contracting authority to enter into this contract with Ohio Department of Transportation.
11. The Board of Commissioners signed the approach letter to the Kenneth A. Scott Charitable Trust for the Dog Warden's application for funding to prevent dog fighting in Portage County.
12. Today the Board of Commissioners met to discuss the nominations for the Senior Citizens Hall of Fame. After great discussion and noting that all the nominees were worthy of selection, the Board of Commissioners accepted the nominating committee recommendations and chose the following 2010 Hall of Fame Members:
- Female: Mary Parsons of Rootstown Township
- Males: William Evitts of Windham  
W. Craig Wilde of Kent
- Couple: June & Kenneth Neff of Ravenna Township
- All nominees will be honored at the Tuesday, May 11, 2010 Senior Celebration of Achievement at NEOUCOM.
13. On April 13, 2010, the Board of Commissioners signed the April 8, 2010 correspondence to the Office of Housing and Community Partnership and authorized Commissioner Keiper to sign the RLF Loan Review Report Form for a proposed loan agreement for Nick Miller, Chadwick Miller and Lisa Miller for the purchase/renovation of a building and land located at 3512 Industry Road in Rootstown, Ohio for the Barrel Run Crossing Winery & Vineyard, Inc, as presented by Neighborhood Development Services. The documents were reviewed by the Department of Budget & Financial Management with no exceptions noted.

Today, the Board of Commissioners authorized Commissioner Keiper to resign a newer version of the Office of Housing and Community Partnership the RLF Grant/Loan Review Report Form, as required by the state and presented by Jim Shank, Neighborhood Development Services, Inc.

- 14. The Board of Commissioners approved the job description for the newly created Public Assistance (PA) Administrator in the Portage County Department of Job & Family Services as an MGT 7, as presented by Human Resources Department Director Karen U'Halie.
- 15. The Board of Commissioners signed the Personnel Requisition presented by the Portage County Human Resources Department and approved by Department of Job & Family Services Director Anita Herington as follows:

DEPARTMENT	JOB TITLE	GRADE	ACTION
Department of Job & Family Services	Public Assistance (PA) Administrator (New Position)	MGT 7	Post Internally and Externally

Commissioner Frederick absent, motion carries.

\* \* \* \* \*

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting on **April 29, 2010**. There being no further business to come before the Board, it was moved by Christopher Smeiles, seconded by Charles W. Keiper II to adjourn the official meeting at 11:40 AM. Commissioner Frederick absent, motion carries.

Charles W. Keiper II, President

ABSENT  
Maureen T. Frederick, Board Member

Christopher Smeiles, Vice President

Deborah Mazanec, Clerk

\* \* \* \* \*

**PAYINS FOR THE MONTH OF APRIL 2010**

03/31/10	12979	Charles W. Keiper II – Cell Phone: \$25.00, Portage County Auditor – Real Estate Tax Overpayment: \$4.28 Total: \$29.28
04/06/10	13045	Deb Mazanec – Copies/Faxes: \$5.25, Range Resources – Oil Lease: \$180.39 Total: \$185.64
04/09/10	13131	2007-WE-AX-0048: \$19,324.03 Total: \$19,324.03
04/12/10	13164	Ohio Public Defender – Public Defender: \$20,921.30, Maureen T. Frederick – Cell Phone: \$8.03 Total: \$20,929.33
04/14/10	13205	Ohio Public Defender – Assigned Counsel: \$11,441.31, Chris Smeiles – Copies/Faxes: \$1.00 Total: \$11,442.31
04/26/10	13372	Krystine Poots – Copies/Faxes: \$2.00, Deb Mazanec – Copies/Faxes: \$2.60, Everflow Eastern Partners – Oil Lease: \$56.74, Ohio Public Defender – Public Defender: \$21,291.95 Total: \$21,353.29

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

03/18/10	Kevin Gowan, Jenny Hall, Sue Dougherty and Lisa Fay/OCDA Spring Conference/Columbus, Ohio/April 19-21/\$2,230.00
03/18/10	Lisa Fay and Roxana Lyle/Fred Pryor Training/Akron, Ohio/April 30/\$304.50
03/22/10	Roger Marcial and Wayne Enders/Ohio State Coroner's Association 65 <sup>th</sup> Annual Education Conference/Cincinnati, Ohio/May 6-8/\$1,100.00
03/23/10	Bill Ulik/Ohio Council of Port Authorities/Columbus, Ohio/April 22, July 22, and October 22/\$0.00
03/23/10	Richard Spinelli/Ohio Weight and Measures Association's 2010 Annual Conference/Perrysburg, Ohio/April 27-29/\$300.00
03/23/10	Zach Martin/AWWA Northeast Water and Wastewater Exposition/Wooster, Ohio/April 15/\$8.00
03/24/10	Judge Joseph Giulitto and Richard Badger/Money, Money, Money Domestic Relations Seminar/Dublin, Ohio/April 16/\$215.00
03/24/10	All WIC Staff/WIC Staff Travel/Portage and Columbiana Counties/April – June 2010/\$500.00
03/26/10	Bill Steiner/Goodwill of Akron/Akron, Ohio/April 7/\$15.00
03/26/10	Cathi Rufener and Rebecca Hayes/2010 Ohio Triad Statewide Conference/Findlay, Ohio/April 19-20/\$279.14
03/29/10	Lynn Kline and Joan Lambach/SSI Visual Intelligence Portfolio Showcase/Akron, Ohio/May 18/\$0.00
03/29/10	Karen Kozak and Margie Bryte/OCDA Spring Conference/Columbus, Ohio/April 21/\$406.00
03/29/10	Bill Blankenship/Chainsaw Maintenance and Safety/Ashland, Ohio/April 27/\$75.00
03/29/10	Charles W. Keiper II and Bill Steiner/Indianapolis, Indiana/April 5/\$40.00
03/30/10	Dan Banks and Bill Steiner/Meeting with Ohio Dominion and Vadxx/Akron, Ohio/March 31/\$0.00
04/01/10	Bryan Ford/Bridge Workers, Supervisors and Engineers Conference/Sterling, Ohio/April 14-

	15/\$290.00
04/02/10	John Mason and Craig Peeps/Ohio National Guard/ Columbus, Ohio/April 2/\$330.00
04/05/10	Charles W. Keiper II/NEOTEC/JOED Meetings/Ashtabula, Trumbull and Wayne County Commissioners/April 6-8/\$220.00
04/05/10	Sandy Humphrey/Wastewater Sampling Techniques/Ashtabula, Ohio/April 9/\$115.00
04/05/10	Amy Doryan, Brian Pratt and Steve Orwick/Conducting Traffic Stops/Twinsburg, Ohio/April 8-9/\$70.00
04/05/10	Mike Dryhurst and Dave Kline/Airvac System Operation and Troubleshooting/Rochester, Indiana/June 28-July 2/\$968.90
04/06/10	Charles W. Keiper II/Portage County Safety Council/Ravenna, Ohio/May 13/\$20.00
04/06/10	Employees to be named later depending on new hires and schedules/NEORTC Social Worker Training/Akron, Ohio/April 2-June 29/\$3,591.00
04/08/10	Bill Steiner/Solid Waste District Task Force/Cuyahoga Heights, Ohio/April 15/\$50.00
04/08/10	Lori Evans, Barb Slattery, and Cheri Ashley/OCCA Monthly Meeting/Columbus, Ohio/April 21/\$125.00
04/09/10	Karen U'Halie and Michelle Ripley/BWC Meeting/Canton, Ohio/April 27/\$0.00
04/09/10	Shannon Gonzalez and Jenny Powell/Positive Parenting with a Plan/Canton, Ohio/May 26/\$343.00
04/09/10	Karen U'Halie and Michelle Ripley/County Loss Control Coordinator/Dublin, Ohio/April 23/\$25.00
04/09/10	Judge John Plough/Traffic Laws for Judges and Magistrates/November 6/\$50.00
04/12/10	Leslie Sikaffy/Interpreters Training for ODJFS Staff/Columbus, Ohio/April 27-28/\$228.00
04/13/10	Penny Ray, Kimberly MacPhail, Laura Esposito, and Reva Weekly/Alternate Response/Trumbull County/April 15/\$0.00
04/13/10	Penny Ray/NOAS/Tuscarawas County/April 14/\$0.00
04/13/10	Harold Huff/Suburban Water Council of Governments/Independence, Ohio/April 15/\$0.00
04/13/10	Linda Fankhauser, Lori Evans, Kathy Gray, Beth Hartung, Robyn Cottrill, Andy Greene, and Stephanie Tarr/Clerk of Courts Seminar/Warren, Ohio/April 23/\$50.00
04/13/10	Penny Ray/PCSAO Executive Membership Meeting/Perrysville, Ohio/June 10-11/\$300.20
04/14/10	Bill Steiner/NEFCO/Green, Ohio/April 21/\$16.00
04/14/10	Lynn Kline/KSU 36 <sup>th</sup> Annual Meonske Professional Development Conference/Kent, Ohio/April 30/\$203.00
04/14/10	Lynn Kline/Professional Issues Update/Fairlawn, Ohio/April 28/\$12.00
04/14/10	Lynn Kline/Youngstown CPE Day/Youngstown, Ohio/May 12/\$163.00
04/14/10	Chuck Allcorn/2010 Northern Ohio 27 <sup>th</sup> Annual Expo/Wooster, Ohio/April 15/\$12.00
04/14/10	Frank Bufano/Treatment Problem Solving/Coagulation and Flocculation/Streetsboro, Ohio/May 12 and November 12/\$350.00
04/14/10	Dave Prater/Wastewater Review/Streetsboro, Ohio/April 20-21/\$390.00
04/15/10	Sam Keehn/Problem Solving, Environmental Compliance, Solid Handling, Motors and Controllers/Streetsboro, Ohio/May 12, August 25, September 21, October 20/\$700.00
04/15/10	Kenneth Barton/Water Treatment Review/Sandusky, Ohio/April 20-21/\$521.76
04/15/10	Sandra Craft/Ohio Help Me Grow 2-day Training Institute/Canton, Ohio/May 18-19/\$69.00
04/16/10	Brian Kelley/MUNIS User Group/Mansfield, Ohio/May 11/\$0.00
04/16/10	Judge Thomas J. Carnes/2010 OAPJ Annual Conference/Mason, Ohio/June 8-10/\$812.00
04/16/10	Penny Ray and Cathi Rufener/Ohio Alternative Response Symposium/Columbus, Ohio/May 13-

	14/\$58.00
04/19/10	Joe Reichlin/ESCI Seminar/Akron, Ohio/April 20/\$0.00
04/19/10	Nancy Dailey and Amy Cooper/WIC Director's Meeting/Columbus, Ohio/May 12-13/\$570.00
04/19/10	David Harvey and Phil Fadah/Supervisors Role During and After Pursuits/Richfield, Ohio/March 15/\$150.00
04/19/10	Brian Boykin and Kathi Guckelberger/Civil Rights Training Conference/Columbus, Ohio/May 20/\$572.00
04/21/10	Audrey Tillis/State Budget Discussion/Canton, Ohio/April 30/\$
04/21/10	Audrey Tillis/MUNIS USER Conference/Mansfield, Ohio/May 11/\$0.00
04/21/10	Bill Steiner and Charles W. Keiper II/SWAC/Columbus, Ohio/May 20/\$190.00
04/21/10	Bill Steiner/NEFCO/Green, Ohio/May 19/\$16.00
04/21/10	Bill Steiner/Solid Waste Task Force/Youngstown, Ohio/May 18/\$50.00
04/21/10	Bill Steiner/EPA/OSWDO Meeting/Columbus, Ohio/May 13/\$130.00
04/21/10	Kellie Kepple and John Mason/IAAP Luncheon/Kent, Ohio/April 21/\$60.00
04/22/10	Steve Shanafelt and Charles Wetmore/County Treasurer Association of Ohio Spring Conference/May 11-13/\$1,200.00
04/22/10	Harold Huff/AWWA Spring Meeting/Salem, Ohio/May 13/\$25.00
04/23/10	Lynn Kline/Youngstown CPE Day/Youngstown, Ohio/May 12/\$20.00
04/26/10	Job and Family Services Employees/2010 Annual Training Conference/Columbus, Ohio/May 26-28/\$10,219.00

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