

**Tuesday, June 8, 2010**

The Board of County Commissioners met in regular session on **Tuesday, June 7, 2010 at 9:20 AM** with the following members present:

Charles W. Keiper II

Maureen T. Frederick

Christopher Smeiles

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It was moved by Maureen T. Frederick, seconded by Christopher Smeiles to approve the meeting minutes of the June 3, 2010 meeting. All in favor, motion carries

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

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**THE WOODLANDS AT ROBINSON**

Present: Barbara Fleischmann, Allison Box, DON Anne Fagerstrom, Karen U’Halie

The Administrator noted that the census is a 69 plus one in the hospital. Dr. Coe has been on-site for one month and is well received. A Nurse Practitioner is also coming once a week.

The weekly picnics started last week and the residents are enjoying them. The Administrator advised that she and the DON with the Vice-President of Nursing at Robinson Memorial Hospital last week and will continue to do so. There has been Leadership Training for staff.

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9:30 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Maureen T. Frederick**, seconded by **Christopher Smeiles** that the Board of Commissioners move into executive session to consider a discipline issue at The Woodlands at Robinson. **Also present: Administrator Barb Fleishman, DON Anne Fagerstrom, Allison Box, Human Resources Department Director Karen U’Halie.** Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

10:25 AM Upon conclusion of the above referenced discussion, it was moved by **Maureen T. Frederick**, seconded by **Christopher Smeiles** that the Board of Commissioners move out of executive session. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

After exiting Executive Session, the Board of Commissioners took action by Journal Entry

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The Board of Commissioners approved the draft job description for the Nursing Assistant/Transportation STNA/Central Supply, as presented by The Woodlands at Robinson.

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**PROSECUTOR - Cancelled**

Attorney Denise Smith is unavailable as she prepares the WIA Audit response.

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**REGIONAL PLANNING COMMISSION**

Present: Todd Peetz

The Director discussed items scheduled for the Regional Planning Commission meetings on June 9, 2010.

1. The Congress Lake Club subdivision in Suffield Township, a proposed conversion of 12 condos to lots, is becoming controversial since the existing infrastructure is lacking and the lot sizes are too small. The County Engineer does not want to accept the substandard streets.
2. The Shalersville Township Comprehensive Plan is moving forward.
3. The Director is working with IT staff and adding subdivision regulations and application to the website. The meeting agendas and minutes will also be added to the website.
4. The Commission is working with Atwater Township on water service and sewer service capabilities and assisting in identifying and evaluating their historic resources.
5. The Commission is working with Deerfield Township to educate residents about the benefits of zoning before the November election.
6. The Commission is working with Rootstown Township on their Text Amendment for Agricultural Uses
7. The Commissioner is working with Windham Township to update their zoning resolution
8. The Director noted the June 21<sup>st</sup> meeting of the US Parks Service for the Western Reserve Special District at the Ravenna Library
9. The Director noted that the Regional Planning Commission received the Ohio EPA 2010 Surface Water Improvement Fund (SWIF) grant for \$33,954, authorized by Resolution 10-0152. The Board of Commissioners agreed to forward the information to the Department of Budget & Financial Management.
10. The Director advised that the Regional Planning Commission is continuing to work with Hiram College on the USDA Rural Business Opportunity Grant.
11. The monthly meeting with Regional Planning Commission, Economic Development Directors, Chamber presidents, and zoning and planning representatives continues to create good dialog and positive results.
12. The deadline for the CDBG Program Reporting is approaching.

13. The Board of Commissioners authorized the Clerk and Commissioner Frederick to sign the *Return or Destruction of Title 13, U.S.C. Materials for the 2010 Decennial*, as presented by the US Census Bureau/Journal Entry.

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**DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT**

Present: Audrey Tillis

Resolutions

1. Other Funds Amendments to the Annual Appropriation Resolution:/10-0534
  - a. Fund 1201, Motor Vehicle and Gas Tax – Supplemental, 2010 Local Share for Crain and for Lakewood Rd Proj
  - b. Fund 1340, PCBDD General Administration – Supplemental, Projected Need
  - c. Fund 1343, PCBDD Part B IDEA – Supplemental, Projected Need
  - d. Fund 5200, PCS General Administration – Transfer, Projected Need
  - e. Fund 5400, PCW General Administration – Transfer, Projected Need
  - f. Fund 5600, StS General Administration – Transfer, Projected Need

Updates

2. The Director presented the Compensation Report by Payroll Location
3. The Director noted that the State has made Portage County 100% whole in the correction of the Sales Tax Allocation
4. The Board of Commissioners agreed to meet with Mike Sudsina to discuss the 2010 Projected Note/Bond Issuance

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**RESOLUTION No. 10-0528 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.**

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

**RESOLVED,** that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Internal Auditor or other designee on June 8, 2010 in the total payment amount of **\$439,238.00 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, Yea;  
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**RESOLUTION No. 10-0529 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.**

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

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

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

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

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

06/01/10	39	\$ 4,783.40
Total		\$ 4,783.40

and be it further

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

Roll call vote as follows:

Charles W. Keiper II, Yea; Christopher Smeiles, Yea; Maureen T. Frederick, Yea;  
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**RESOLUTION No. 10-0530 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.**

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

**WHEREAS,** Ohio Revised Code Section 5705.41 (D)(1) authorizes the expenditure of moneys, provided a certificate of the County Auditor is supplied stating that there was at the time of the making of such contract or order and at the time of the execution of such certificate a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances (Then and Now Certification), and

**WHEREAS,** the Then and Now Certification is recommended by the State Auditor’s Office, the Portage County Auditor’s Office, and the Portage County Prosecutor’s Office, and

**WHEREAS,** a listing of expenditures, attached hereto as Exhibit “A” and incorporated herein by reference, has been certified by the County Auditor according to Ohio Revised Code section 5705.41 (D)(1); now therefore be it

**RESOLVED,** that the expenditures listed herein are properly certified by the County Auditor in the amount of **\$4,295.70** as set forth in Exhibit “A” dated **June 8, 2010** shall be paid; and be it further

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

Voice Vote as Follows:

Charles W. Keiper II, Yea;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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**RESOLUTION No. 10-0531**

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**RE: APPROVING A REQUEST FOR INSTALLMENT PAYMENTS OF CONNECTION CHARGES FOR CONNECTION TO THE SANITARY SEWERAGE SYSTEM IN THE PORTAGE COUNTY REGIONAL SEWER DISTRICT AND ESTABLISHING THE TERMS AND CONDITIONS OF THE SAME.**

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

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

**WHEREAS,**

the following named applicant, being the owner of the property hereafter described applied for a sanitary sewer permit and have now requested in writing the option of paying the connection charges, applicable to the following described property in installments;

Applicants:

Linda M. Mansfield (Owner)

Service Addresses: 4107 Lynn Road  
Ravenna, Ohio 44240 (Rootstown)

Parcel Numbers: 32-020-00-00-006-000

Property Deed Description: Situated in the Township of Rootstown, County of Portage and State of Ohio: being lot 5 of Hinkle Allotment as recorded in plat book 9, page 22 of the Portage County Records of Plats and deeded to Linda M. Mansfield by volume 1049 page 133 of the Portage County Records of Deeds

**WHEREAS,**

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

**RESOLVED,**

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

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

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

- A. The amount of such connection charges due Portage County is **\$2,993.00**.
- B. The connection charges shall be payable in 20 quarterly installments beginning with the first sanitary sewer billing after connection to the sanitary sewer, unless pursuant to Paragraph H of this section, if the applicants are delinquent twice in any calendar year on paying quarterly installments and carrying charge thereon, at which time the total unpaid balance of such connection charges shall be deemed an additional installment then due and owing in that quarter.
- C. A carrying charge shall be paid equal to 4.00 percent per annum on the unpaid balance of the total connection charges due and owing computed from the date

of the payment of the preceding quarterly installment.

- D. The quarterly installment and the carrying charges thereon shall be included as a separate item on the quarterly bill for sewer service.
- E. In the event any installment or the carrying charge thereon are not paid within days after the quarterly billing date, a penalty of 10 percent of the amount then due and owing shall be paid.
- F. The applicants, prior to the issuance of the permit, may be required by the Board of County Commissioners to give security, which may include the requirement of a surety Bond sufficient to assure the payment of all such installments.
- G. The applicants or their successors, in title to the property identified in the preamble (hereinafter referred to as "their successors"), at their option may, at any time, make payment of the unpaid balance of the connection charges and carrying charge provided for herein, provided that if such prepayment option is elected, the carrying charge provided for herein shall be computed and paid only to the date of payment of the unpaid balance.
- H. In the event the applicants or their successors are delinquent twice in any calendar year on paying quarterly installments and carrying and the carrying charge thereon, the Board may by notice in writing to the applicants or their successors, declare the unpaid balance of the connection charge to be due and payable immediately as an additional installment then due and owing in that quarter and upon such declaration such installment shall become due and payable, provided that the applicants or their successors, may cure such default and acceleration of the additional installment by paying, within 15 days of such carrying charges thereon together with the penalty applicable thereto. Such written notice shall be given to the applicants or their successors, by registered or certified mail, postage prepaid at the address set forth in the following approval of terms and conditions. It shall be the obligation of the applicants or their successors to notify the County Sanitary Engineer of any difference of address to which such notice shall be sent. In the event such default is not cured by such payment within the specified period, the installments which are delinquent, together with any unpaid carrying charges and penalty and the balance of the connection charges, all of which are due and payable by reason of such declaration, shall be certified by this Board to the County Auditor who shall place the same upon the real property tax list and duplicate against the property served by such connection and such charge shall be a lien on such property from the date the same are placed on the real property tax list and duplicate by the Auditor and shall be collected in the same manner as other taxes.

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

Section 4. The County Sanitary Engineer shall present a certified copy of this resolution to the applicants referred to herein. The applicants shall execute thereon an endorsement that the terms and conditions set forth in the resolution are satisfactory to the applicants and that the resolution and the terms and conditions thereof, constitute an agreement between the applicants and the County. Upon the execution by the applicants of the approval of such terms and conditions, the applicants can execute an affidavit pursuant to Section 5301.252, Revised Code, for recording pursuant to Section 317.08 of the Revised Code, with respect to the right of Portage County to acquire a lien against the above described property in the event of the failure of the applicants or their successors, to pay when due as provided herein. Such affidavit shall, among other things, identify the property to which such lien may attach and shall have attached to it a true and correct copy of this resolution, including the approval of the terms and conditions by the applicants and such County. Upon the receipt of the resolution with such endorsement executed by the applicants and the execution of such affidavit, the County Sanitary Engineer is authorized to issue to the applicants the permit provided for in Section 2 of Resolution No. **09-0006**.

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

Section 6. All terms of this resolution shall become void if the sanitary sewer is not connected by January 1, 2011. Permits issued after this date shall be governed by the current rate resolution in effect at the time of purchase.

Section 7. 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 was as follows:

Charles W. Keiper II, Yea;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0532 - RE: **APPROVING A REQUEST FOR INSTALLMENT PAYMENTS OF CONNECTION CHARGES FOR CONNECTION TO THE SANITARY SEWERAGE SYSTEM IN THE PORTAGE COUNTY REGIONAL SEWER DISTRICT AND ESTABLISHING THE TERMS AND CONDITIONS OF THE SAME.**

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

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

**WHEREAS,** the following named applicant, being the owner of the property hereafter described applied for a sanitary sewer permit and have now requested in writing the option of paying the connection charges, applicable to the following described property in installments;

Applicants:  
Craig A. James (Owner)

Service Addresses: 3820 Ranfield Road  
Kent (Brimfield), Ohio 44240

Parcel Numbers: 04-043-00-00-031-001

Property Deed Description: Situated in the Township of Brimfield, County of Portage and State of Ohio: being a 5.0103 acre parcel of land located in Brimfield Township Lot 43 and deeded to Craig A. James by instrument number 201005073 of the Portage County Official Records of Deeds and further described as follows:

Beginning at a 1" iron pipe found at the intersection of the west line of Lot 43 and centerline of Ranfield Road (C. H. 88);

Thence S 72 deg 37' 41" E along the centerline of C. H. 88 a distance of 190.00 feet to a point,, which marks the true place of beginning for the following described parcel of land;

Thence N 12 deg 56' 00" E (passing over a 5/8" iron rod set at 35.80 feet) a distance of 310.70 feet to a 5/8' iron rod set;

Thence N 05 deg 35' 00" E a distance of 225.00 feet to a 5/8" iron rod;

Thence N 87 deg 50' 00"E a distance of 226.20 feet to a 5/8" iron rod set;

Thence N 00 deg 32' 00" E a distance of 751.37 feet to a 5/8" iron rod set;

Thence S 89 deg 28' 00" E a distance of 42.00 feet to a 3" iron pipe found at the northwest corner of land now or formerly, owned by GA. Wischt Jr. (Vol. 1038 Pg. 345);

Thence S 00 deg 32" 00" W a distance of 1306.97 feet to a 1" iron pipe found at the southwest corner of said Wischt property;

Thence N 87 deg 55' 37" E along a south line of Wischt property a distance of 16.11 feet to a 1" x 2" iron bar found at the northwest corner of land now or formerly owned by S. D. or D. J. Buckeye (O. R. 226 Pg. 779);

Thence S 00 deg 23' 26" W along the west line of said Buckeye property (passing over a 1" iron pipe found at 102.80 feet) a distance of 135.56 feet to a point in the centerline of C.H. 88;

Thence N 64 deg 21' 54" W along the centerline of C.H. 88 a distance of 266.00 feet to a spike found at an angle in said centerline;

Thence N 72 deg 37' 41" W continuing along the centerline of C.H. 88 a distance of 135.85 feet to the true place of beginning, containing 5.0103 acres of land, more or less, as surveyed and described April 5, 2010 by Rob A. Szuch Registered Professional Surveyor No. 7288.

**WHEREAS,**

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

**RESOLVED,**

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

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

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

- A. The total amount of such connection charges is \$4,537.00.
- B. The connection charges shall be payable in 20 quarterly installments beginning with the first sanitary sewer billing after connection to the sanitary sewer, unless pursuant to Paragraph H of this section, if the applicants are delinquent twice in any calendar year on paying quarterly installments and carrying charge thereon, at which time the total unpaid balance of such connection charges shall be deemed an additional installment then due and owing in that quarter.
- C. A carrying charge shall be paid equal to 4.00 percent per annum on the unpaid balance of the total connection charges due and owing computed from the date of the payment of the preceding quarterly installment.
- D. The quarterly installment and the carrying charges thereon shall be included as a separate item on the quarterly bill for sewer service.
- E. In the event any installment or the carrying charge thereon are not paid within days after the quarterly billing date, a penalty of 10 percent of the amount then due and owing shall be paid.
- F. The applicants, prior to the issuance of the permit, may be required by the Board of County Commissioners to give security, which may include the requirement of a surety Bond sufficient to assure the payment of all such installments.
- G. The applicants or their successors, in title to the property identified in the preamble (hereinafter referred to as "their successors"), at their option may, at any time, make payment of the unpaid balance of the connection charges and carrying charge provided for herein, provided that if such prepayment option is elected, the carrying charge provided for herein shall be computed and paid only to the date of payment of the unpaid balance.
- H. In the event the applicants or their successors are delinquent twice in any calendar year on paying quarterly installments and carrying and the carrying charge thereon, the Board may by notice in writing to the applicants or their successors, declare the unpaid balance of the connection charge to be due and payable immediately as an additional installment then due and owing in that quarter and upon such declaration such installment shall become due and payable, provided that the applicants or their successors, may cure such default and acceleration of the additional installment by paying, within 15 days of such carrying charges thereon together with the penalty applicable thereto. Such written notice shall be given to the applicants or their successors, by registered or certified mail, postage prepaid at the address set forth in the following approval of terms and conditions. It shall be the obligation of the applicants or their successors to notify the County Sanitary Engineer of any difference

of address to which such notice shall be sent. In the event such default is not cured by such payment within the specified period, the installments which are delinquent, together with any unpaid carrying charges and penalty and the balance of the connection charges, all of which are due and payable by reason of such declaration, shall be certified by this Board to the County Auditor who shall place the same upon the real property tax list and duplicate against the property served by such connection and such charge shall be a lien on such property from the date the same are placed on the real property tax list and duplicate by the Auditor and shall be collected in the same manner as other taxes.

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

Section 4. The County Sanitary Engineer shall present a certified copy of this resolution to the applicants referred to herein. The applicants shall execute thereon an endorsement that the terms and conditions set forth in the resolution are satisfactory to the applicants and that the resolution and the terms and conditions thereof, constitute an agreement between the applicants and the County. Upon the execution by the applicants of the approval of such terms and conditions, the applicants can execute an affidavit pursuant to Section 5301.252, Revised Code, for recording pursuant to Section 317.08, Revised Code, with respect to the right of Portage County to acquire a lien against the above described property in the event of the failure of the applicants or their successors, to pay when due as provided herein. Such affidavit shall, among other things, identify the property to which such lien may attach and shall have attached to it a true and correct copy of this resolution, including the approval of the terms and conditions by the applicants and such County. Upon the receipt of the resolution with such endorsement executed by the applicants and the execution of such affidavit, the County Sanitary Engineer is authorized to issue to the applicants the permit provided for in Section 2 of Resolution No. **09-0006**.

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

Section 6. All terms of this resolution shall become void if the sanitary sewer is not

connected by January 1, 2011. Permits issued after this date shall be governed by the current rate resolution in effect at the time of purchase.

Section 7. 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 was as follows:

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

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RESOLUTION No. 10-0533	-	RE:	<b>AMENDING RESOLUTION 10-0278 APPROVING A REQUEST FOR INSTALLMENT PAYMENTS OF CONNECTION CHARGES FOR CONNECTION TO THE SANITARY SEWERAGE SYSTEM IN THE PORTAGE COUNTY REGIONAL SEWER DISTRICT AND ESTABLISHING THE TERMS AND CONDITIONS OF THE SAME.</b>	

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

**WHEREAS,** this Board by **Resolution No. 10-0278** adopted March 23, 2010, approved installment payments to be made by Mark C. Strickler and Barbara Ann Strickler for tap in fees due Portage County in the amount of \$3,000.00. Installment payments were to be paid on the sanitary sewer tap-in fees due Portage County for the connection of 5436 Burnett Road in Franklin Township, Ohio; and

**WHEREAS,** a partial payment of tap-in fees was to be provided by Neighborhood Development (NDS) to assist the Stricklers in connecting to the sanitary sewer system; and

**WHEREAS,** final funding available to Mark C. Strickler and Barbara Ann Strickler was reduced by Neighborhood Development (NDS) which require Mark C. Strickler and Barbara Ann Strickler to be responsible for \$3,687.00 of tap-in fees on the following described property:

Applicants:

Mark C. Strickler and Barbara Ann Strickler (Owners)

Service Addresses: 5436 Burnett Road  
Kent, Ohio 44240

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

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

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

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

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

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

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

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

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

**WHEREAS,**

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

**RESOLVED,**

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

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

Section 2. That request of the above named applicants for the installment payment of the connection charges established pursuant to Resolution No. **09-0006**, adopted January 6, 2009 with respect to the property described in the preamble to this resolution and approved under Resolution 10-0278 is hereby amended and approved subject to the following terms and conditions.

- A. The amount of such connection charge to be paid by Time payments is \$3,687.00 (remainder of Tap-in fees paid By NDS).
- B. The connection charges shall be payable in 20 quarterly installments beginning with the first sanitary sewer billing after connection to the sanitary sewer, unless pursuant to Paragraph H of this section, if the applicants are delinquent twice in any calendar year on paying quarterly installments and carrying charge thereon, at which time the total unpaid balance of such connection charges shall be deemed an additional installment then due and owing in that quarter.
- C. A carrying charge shall be paid equal to 4.00 percent per annum on the unpaid balance of the total connection charges due and owing computed from the date of the payment of the preceding quarterly installment.
- D. The quarterly installment and the carrying charges thereon shall be included as a separate item on the quarterly bill for sewer service.
- E. In the event any installment or the carrying charge thereon are not paid within days after the quarterly billing date, a penalty of 10 percent of the amount then due and owing shall be paid.
- F. The applicants, prior to the issuance of the permit, may be required by the Board of County Commissioners to give security, which may include the requirement of a surety Bond sufficient to assure the payment of all such installments.
- G. The applicants or their successors, in title to the property identified in the preamble (hereinafter referred to as "their successors"), at their option may, at any time, make payment of the unpaid balance of the connection charges and carrying charge provided for herein, provided that if such prepayment option is elected, the carrying charge provided for herein shall be computed and paid only to the date of payment of the unpaid balance.
- H. In the event the applicants or their successors are delinquent twice in any calendar year on paying quarterly installments and carrying and the carrying charge thereon, the Board may by notice in writing to the applicants or their

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

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

Section 4. The County Sanitary Engineer shall present a certified copy of this resolution to the applicants referred to herein. The applicants shall execute thereon an endorsement that the terms and conditions set forth in the resolution are satisfactory to the applicants and that the resolution and the terms and conditions thereof, constitute an agreement between the applicants and the County. Upon the execution by the applicants of the approval of such terms and conditions, the applicants can execute an affidavit pursuant to Section 5301.252, Revised Code, for recording pursuant to Section 317.08, Revised Code, with respect to the right of Portage County to acquire a lien against the above described property in the event of the failure of the applicants or their successors, to pay when due as provided herein. Such affidavit shall, among other things, identify the property to which such lien may attach and shall have attached to it a true and correct copy of this resolution, including the approval of the terms and conditions by the applicants and such County. Upon the receipt of the resolution with such endorsement executed by the applicants and the execution of such affidavit, the County Sanitary Engineer is authorized to issue to the applicants the

permit provided for in Section 2 of Resolution No. **09-0006**.

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

Section 6. That the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Voice vote was as follows:

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

RESOLUTION No. 10-0534

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 Christopher Smeiles 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:</b>	<b>1201 Motor Vehicle And Gas Tax</b>		
	<b>800 Engineer's Department</b>		
	12014 Motor Vehicle/Gas Tax CS	243,676	0
	<b>MEMO TOTAL</b>	<u><u>\$ 243,676</u></u>	<u><u>\$ -</u></u>

Note: 2010 LOC SHARE FOR CRAIN LOC SHARE FOR LAKEWOOD RD PROJ

<b>Fund:</b>	<b>1340 PCBDD General Administration</b>		
	<b>905 Mental Ret &amp; Dev Disability Bd</b>		
	13403 MRDD General Admin Fringes	5	0
	<b>MEMO TOTAL</b>	<u><u>\$ 5</u></u>	<u><u>\$ -</u></u>

Note: Projected Need

<b>Fund:</b>	<b>1343 PCBDD Part B IDEA</b>		
	<b>905 Mental Ret &amp; Dev Disability Bd</b>		
	1343D MRDD Part B IDEA Full-Time	619	0
	<b>MEMO TOTAL</b>	<u><u>\$ 619</u></u>	<u><u>\$ -</u></u>

Note: Projected Need

<b>Fund:</b>	<b>5200 PCS General Administration</b>		
	<b>060 Water Resources</b>		
	52004 Portage County Sewer CS	5,000	0
	52005 Portage County Sewer MS	1,000	0
	52009 Portage County Sewer ME	0	6,000
	<b>MEMO TOTAL</b>	<u><u>\$ 6,000</u></u>	<u><u>\$ 6,000</u></u>

Note: Projected Need

		<u>Increase</u>	<u>Decrease</u>
<b>Fund: 5400</b>	<b>PCW General Administration</b>		
<b>060</b>	<b>Water Resources</b>		
54003	Portage County Water Fringes	415	0
54004	Portage County Water CS	15,000	0
54005	Portage County Water MS	36,600	0
54006	Portage County Water CO	1,500	0
54009	Portage County Water ME	0	58,515
5400E	Portage County Water Part Time	5,000	0
	<b>MEMO TOTAL</b>	<u><u>\$ 58,515</u></u>	<u><u>\$ 58,515</u></u>

Note: Projected Need

<b>Fund: 5600</b>	<b>StS General Administration</b>		
<b>060</b>	<b>Water Resources</b>		
56004	Streetsboro Sewer CS	10,000	0
56005	Streetsboro Sewer MS	6,400	0
56009	Streetsboro Sewer ME	0	18,400
5600E	Streetsboro Sewer Part Time	2,000	0
	<b>MEMO TOTAL</b>	<u><u>\$ 18,400</u></u>	<u><u>\$ 18,400</u></u>

Note: Projected Need

<b>TOTAL MEMO BALANCE FOR ALL FUNDS</b>	<u><u>\$ 327,215</u></u>	<u><u>\$ 82,915</u></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, Yea;

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**RESOLUTION No. 10-0535 - RE: ENTER INTO LICENSE AGREEMENT BETWEEN THE PORTAGE COUNTY COMMISSIONERS AND RAVENNA AREA CHAMBER**

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

**WHEREAS,** the County owns property located at 203 W. Main St., Ravenna, Ohio known as the Portage County Courthouse; and

**WHEREAS,** The Ravenna Area Chamber wishes to use the Courthouse Lawn, on Friday, June 11<sup>th</sup> 2010 between the hours of 8:00 PM to 11:00 PM for movie on the courthouse lawn; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into a License Agreement between the Board and Ravenna Area Chamber 135 E. Main St., Ravenna, Ohio 44266 for use of the Courthouse lawn on Friday, June 11<sup>th</sup> 2010 between the hours of 8:00 PM to 11:00 PM for movie on the courthouse lawn; and be it further

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

Voice vote as follows:

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

\* \* \* \* \*

**RESOLUTIONS**

June 8, 2010

1. Approval of Meeting Minutes from the June 3, 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./10-0528
3. Approve the Journal Vouchers as presented by the County Auditor./10-0529
4. Approve Then & Now as presented by the County Auditor./10-0530
5. Resolution presented by the Water Resources Department to:
  - a. Approve a request for installment payments of connection charges for Linda Mansfield, 4107 Lynn Road./10-0531

- b. Approve a request for installment payments of connection charges for Craig James, 3820 Ranfield Road./10-0532
- c. Approve a request for installment payments of connection charges for Mark & Barbara Ann Strickler, 5436 Burnett Road, Kent./10-0533

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**INVITATIONS/MEETING NOTICES**

June 8, 2010

- 1. Notice from Judge Enlow to Commissioner Frederick of the Community Corrections Board meeting on Friday, June 25, 2010 at 8:00 AM.
- 2. June 4, 2010 notice from the GAPP of the rescheduled GAPP WIB meeting on Thursday, June 10, 2010 at 10:00 AM.

\* \* \* \* \*

**INCOMING CORRESPONDENCE**

**DISCUSSION**

June 8, 2010

- 1. Director Townend presents the draft Vehicle Use Policy, drafted by JoAnn Townend with input from Human Resources Department Director Karen U’Halie, Michelle Ripley and Motor Pool Director Joe Dillon. The Board of Commissioners asked that the Director add language dealing with Section II (5) adding exceptions for the transport of items in the line of duty. There is language in Section II (12) prohibiting the use of motorcycles when traveling on county business. Commissioner Smeiles suggested that the Board ask for input on this draft from other Elected Officials. Bring back on Tuesday for final comment and then it will be sent out to the Elected Officials/The Board of Commissioners agreed to forward the draft policy to their Leadership Team for comment.
- 2. May 25, 2010 correspondence from Julie Aldrich, requesting the Board adopt a resolution in support of the state of Arizona to have immigration laws enforced/The Board of Commissioners discussed this request and agreed that this is a national issue, not a Northeast Ohio issue and not a Portage County issue. The Board agreed that it is not in their purview to weigh in on this matter.
- 3. June 4, 2010 email from resident Dawn Pechman advising that the Mantua Township Board of Trustees adopted a resolution in support of the state of Arizona to have immigration laws enforced.

Water Resources Department Director Harold Huff attending

- 4. On June 1, 2010, the Board of Commissioners held the required public meeting to hear comment on the proposed rehire of Water Resources Department employee Kathleen Trammel. The Board of Commissioners must make a decision by Journal Entry regarding this request. Commissioner Smeiles spoke in favor of the approval, Commissioner Frederick noted that she is not opposed to approving this request but is concerned that the rehire would not open up an opportunity for someone in the market for a job. Commissioner Keiper noted the \$6,500 saving to the rate payers. Director Huff reported that he negotiated the 5% hourly decrease with Ms. Trammel in accordance with Section 20 of the Commissioners’ Personnel Policy Manual /Journal Entry.



Neighborhood Development Services. No review is necessary in accordance with the Board of Commissioners/Neighborhood Development Services, Inc. SOP.

6. The Board of Commissioners authorized payment to the Neighborhood Development Services for \$5,100.75 for 2008 Portage County CHIP Soft Costs at 10320 Liberty Street in Garrettsville, as presented by Neighborhood Development Services. No review is necessary in accordance with the Board of Commissioners/Neighborhood Development Services, Inc. SOP.
7. The Board of Commissioners authorized payment to the Neighborhood Development Services for \$4,250 for 2008 Portage County CHIP Soft Costs at 11802 State Route 88 in Garrettsville, as presented by Neighborhood Development Services. No review is necessary in accordance with the Board of Commissioners/Neighborhood Development Services, Inc. SOP.
8. The Board of Commissioners authorized payment to the Neighborhood Development Services for \$2,160 for 2008 Portage County CHIP Soft Costs at 7604 State Route 44 in Ravenna, as presented by Neighborhood Development Services. No review is necessary in accordance with the Board of Commissioners/Neighborhood Development Services, Inc. SOP.
9. The Board of Commissioners authorized payment to the Neighborhood Development Services for \$4,815 for 2008 Portage County CHIP Soft Costs at 6537 Terrill Street in Ravenna, as presented by Neighborhood Development Services. No review is necessary in accordance with the Board of Commissioners/Neighborhood Development Services, Inc. SOP.
10. The Board of Commissioners authorized payment to the Neighborhood Development Services for \$5,092.75 for 2008 Portage County CHIP Soft Costs at 10088 Nichols Road in Mantua, as presented by Neighborhood Development Services. No review is necessary in accordance with the Board of Commissioners/Neighborhood Development Services, Inc. SOP.
11. June 4, 2010 Certificate of the County Auditor that the Annual Appropriations from each fund does not exceed the Amended Official Certificate of Estimate Resources for the fiscal year beginning January 1, 2010 as presented by the Portage County Budget Commission.

\* \* \* \* \*

**REFERRED**

June 8, 2010

1. June 1, 2010 correspondence from Cost Control Associates, Inc. to Carol Kurtz regarding cost savings from energy and telecom vendors. Referred to the Internal Services Director for review and comment.
2. June 2, 2010 email from the Ohio Department of Development regarding the progress reports for the Recovery Zone Bonds with a due date on or before June 30, 2010. NEOUCOM was copied on the email and is aware of the due dates.
3. June 2, 2010 letter of interest from Melanie Knowles to serve on the Portage County SWMD Policy Committee. Referred to the Executive Assistant and the Solid Waste Management District Director.

4. June 4, 2010 emailed letter of interest from Lisa Regula-Meyer to serve on the Portage County SWMD Policy Committee. Referred to the Executive Assistant and the Solid Waste Management District Director.
5. June 2010 correspondence from the US Department of Commerce to Regional Planning Commission Director Todd Peetz regarding the 2010 Census.
6. The Board of Commissioners received the Portage County Common Pleas Court Civil Summons for Steven Shanafelt vs Ladue Enterprises. Forwarded to the County Treasurer, Denise Smith and the Water Resources Department.

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**INFORMATION ONLY**

June 8, 2010

1. Spring 2010 *The Newsletter of the C&S Companies*.
2. April 2010 Volume 1, Issue 1 of the *Portage Learning Centers* newsletter.
3. Ohio AG Richard Cordray presents the 2009 Annual Report.
4. The Motor Pool Director presents the photos of the damage to the Sheriff's 2010 Ford CV Police Cruiser.
5. June 3, 2010 e-mail from Anita Herington, Job & Family Services, regarding the Hiring Fair and Homewatch Care Givers.
6. The Board of Commissioners received the June 4, 2010 Weekly Traffic Advisory as presented by Ohio Department of Transportation.

\* \* \* \* \*

**PLEASE ADD TO THE AGENDA**

June 8, 2010

1. Resolution presented by the Internal Services Director to enter into a License Agreement between the Board of Commissioners and Ravenna Area Chamber of Commerce for use of the Courthouse Lawn on Friday, June 11, 2010/10-0535.
2. May 24, 2010 correspondence from Gregory Wayt, State of Ohio Adjutant General's Department, regarding the Operation Talon Shield exercise on Saturday, August 7, 2010. Please note this is not the event for Board of Commissioners, Clerk or Executive Assistant/Board of Commissioners agreed to attend.
3. June 7, 2010 e-mail from Denise Smith, Prosecutor's Office, regarding a Water Resources Department grievance matter/Information only.

\* \* \* \* \*

**Journal Entry**

June 8, 2010

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

1. The Board of Commissioners authorized payment of Invoice #20070298 from NEOUCOM for \$2,400 for tower space rental for the time period of July 1, 2010 through June 30, 2011.
2. The Board of Commissioners approved the Request for Use of the Portage County Courthouse Lawn on Friday, June 11, 2010 from 8:00 PM to 11:00 PM as presented by the Ravenna Area Chamber of Commerce. Resolution 10-0535 adopted today approves the necessary agreement.
3. The Board of Commissioners authorized payment to G.B. Hawk of Tallmadge for \$24,984 for a 2008 Portage County CHIP Private Rehabilitation at 1267 Vantage Way in Streetsboro, as presented by Neighborhood Development Services. No review is necessary in accordance with the Board of Commissioners/Neighborhood Development Services, Inc. SOP.
4. The Board of Commissioners authorized payment to G.B. Hawk of Tallmadge for \$2,776 for a 2008 Portage County CHIP Private Rehabilitation at 1267 Vantage Way in Streetsboro, as presented by Neighborhood Development Services. No review is necessary in accordance with the Board of Commissioners/Neighborhood Development Services, Inc. SOP.
5. The Board of Commissioners authorized payment to the Neighborhood Development Services for \$4,250 for 2008 Portage County CHIP Soft Costs at 9128 Maple Circle in Windham, as presented by Neighborhood Development Services. No review is necessary in accordance with the Board of Commissioners/Neighborhood Development Services, Inc. SOP.
6. The Board of Commissioners authorized payment to the Neighborhood Development Services for \$5,100.75 for 2008 Portage County CHIP Soft Costs at 10320 Liberty Street in Garrettsville, as presented by Neighborhood Development Services. No review is necessary in accordance with the Board of Commissioners/Neighborhood Development Services, Inc. SOP.
7. The Board of Commissioners authorized payment to the Neighborhood Development Services for \$4,250 for 2008 Portage County CHIP Soft Costs at 11802 State Route 88 in Garrettsville, as presented by Neighborhood Development Services. No review is necessary in accordance with the Board of Commissioners/Neighborhood Development Services, Inc. SOP.
8. The Board of Commissioners authorized payment to the Neighborhood Development Services for \$2,160 for 2008 Portage County CHIP Soft Costs at 7604 State Route 44 in Ravenna, as presented by Neighborhood Development Services. No review is necessary in accordance with the Board of Commissioners/Neighborhood Development Services, Inc. SOP.
9. The Board of Commissioners authorized payment to the Neighborhood Development Services for \$4,815 for 2008 Portage County CHIP Soft Costs at 6537 Terrill Street in Ravenna, as presented by Neighborhood Development Services. No review is necessary in accordance with the Board of Commissioners/Neighborhood Development Services, Inc. SOP.
10. The Board of Commissioners authorized payment to the Neighborhood Development Services for \$5,092.75 for 2008 Portage County CHIP Soft Costs at 10088 Nichols Road in Mantua, as presented by

Neighborhood Development Services. No review is necessary in accordance with the Board of Commissioners/Neighborhood Development Services, Inc. SOP.

11. The Board of Commissioners acknowledged the receipt of the June 4, 2010 Certificate of the County Auditor that the Annual Appropriations from each fund do not exceed the Amended Official Certificate of Estimate Resources for the fiscal year beginning January 1, 2010, as presented by the Portage County Budget Commission.
12. After meeting today in an Executive Session with the Nursing Home Administrator, DON, Personnel Coordinator, and Human Resources Department Director, the Board of Commissioners accepted the recommendation of staff and agreed to the following actions:
  - a. One five (5) day suspension of an LPN on June 17, 22, 23, 25 & June 28, 2010; and
  - b. The termination of a probationary Employee Nursing Assistant for NCNS (No Call/No Show) effective immediately. The Board of Commissioners noted that the last day the employee worked was June 5, 2010.
13. The Board of Commissioners accepted the recommendation of Nursing Home staff and approved the draft job description for the Nursing Assistant/Transportation STNA/Central Supply, as presented by The Woodlands at Robinson.
14. On June 1, 2010, the Board of Commissioners held the required public meeting to hear comment on the proposed rehire of Water Resources Department employee Kathleen Trammel. Today, the Board of Commissioners agreed to rehire Ms. Trammel, effective July 1, 2010, at \$20.30/per hour.
15. The Board of Commissioners authorized the Commissioners' Clerk and Commissioner Frederick to sign the *Return or Destruction of Title 13, U.S.C. Materials for the 2010 Decennial*, as presented by the Regional Planning Commission and requested by the U.S. Census Bureau.

All in favor, motion carries.

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We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting on **June 8, 2010**. There being no further business to come before the Board, it was moved by Maureen T. Frederick, seconded by Christopher Smeiles to adjourn the official meeting at **11:50 AM**. All in favor, motion carries.

Charles W. Keiper II, President

Maureen T. Frederick, Board Member

Christopher Smeiles, Vice President

Deborah Mazanec, Clerk

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