

Thursday, June 17, 2010

The Board of County Commissioners met in regular session on **Thursday, June 17, 2010 at 9:29 AM** with the following members present:

Charles W. Keiper II

Maureen T. Frederick

Christopher Smeiles

*

*

*

*

*

It was moved by Christopher Smeiles, seconded by Maureen T. Frederick to approve the meeting minutes of the June 15, 2010 meeting. All in favor, motion carries

*

*

*

*

*

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

*

*

*

*

*

OFFICE OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT

Present: Jon Barber and Audrey Tillis

On August 4, 2009, the Commissioners adopted Resolution No. 09-0717 accepting the Fiscal Year 2009 EMPG Special Projects Equipment Grant award. On June 11, 2010, the Ohio Department of Public Safety indicated the Ohio EPA is accepting “supplemental” requests from counties for additional funding up to \$31,175.01 if the County meets certain criteria. Director Barber believes Portage County does meet that specified criteria and is asking the Board to adopt a resolution which authorizes the application for additional grant funding for the time period October 1, 2008 through June 30, 2010./10-0571.

Director Barber brought up the issue of the Happy Trails event scheduled on Sunday, June 27, 2010 and Saturday, August 28, 2010. (March 9, 2010 Journal Entry #4 Authorize use of the PCAB Parking Lot C). He indicated the event should be well attended and 60 volunteers are looking for off site parking. Director Barber would like the Board to grant permission allow access to the Portage County Administration Building’s F Parking Lot for volunteer/employee parking during the events in order to reduce an overflow of vehicles in the County’s C Lot. Director Barber will make sure the F lot is secured both before and after the event. The Board agreed to allow use of the F lot on the requested dates. Director Barber will contact Happy Trails.

Director Barber also commended Executive Assistant Charlene Badger with her work on the Interoperability and Communications Committee research. He believes the committee should be a subcommittee and not a committee that answers directly to the Board. When Homeland Security began, there were two ways to form the agency (1) under the Board of Commissioners or (2) a group which answers to a committee paid in part by each Township, Village and City. Commissioner Smeiles indicated that the Board realized there were two options but also considered that most entities did not have adequate funding to pay for a committee.

Director Barber was notified that Amateur radio would like to come in and do work on the “repeater equipment” which is located on the penthouse roof. He was unaware of any equipment remaining there

after the new roof was installed. Director Barber is concerned about how structurally sound their equipment is. The Board would like Tim to investigate the function of the roof prior to them coming Saturday morning, June 19, 2010. Larry Solak and Dave Kaltenborn are contact personnel for the Portage Amateur League radio league. The Board is comfortable with Director Barber being present on Saturday to verify what equipment has been left on the roof. Commissioner Smeiles suggests getting a lease agreement in place to release any liability the County might have and Director Barber will work with JoAnn Townend concerning this issue.

9:40 AM Charlene Badger attending and presented a memo to the Board in response to the request for review and comment on the new Interoperability and Communications Committee. She indicated that after researching the Ohio Revised Code, rather than being a separate committee with its own authority to act, language should be added to the Committee's charter in the "Authority Section" to clarify the chain of command for the committee to read as follows:

"This will be a subcommittee under the EMA Advisory Council, under the direction for the EMA Director, to make recommendations to the EMA Advisory Council to be forwarded to the Board of Commissioners for its approval."

The Board agreed to have Director Barber and Director Badger make the necessary changes and resubmit the document for final approval by the Board of Commissioners.

Ms. Badger indicated that since she will be on furlough next week, one of the Commissioners or a representative will need to attend the Board of Revision hearing on Wednesday, June 23, 2010 from 9:00 AM to 11:00 AM and on Thursday, June 24, 2010 from 9:00 AM-10:45 AM. Commissioner Frederick decided to take Wednesday appointment and the Board will discuss who will attend the Thursday session. Later, the Board agreed that Commissioner Smeiles will attend the Thursday session.

Commissioner Keiper asked if anyone has spoken to Angelo Battaglia as he has a telephone message from him last week? Commissioner Smeiles indicated he did speak with Mr. Battaglia and said he has a complaint with a Portage County Building Inspector. Commissioner Smeiles asked him to forward a letter to the Board with outlining his concerns.

Joann Townend attending.

Director Townend indicated Job & Family Services would like to put a lock on the 3rd floor hallway doors in the Fiscal area. If installed, the issue then becomes a fire hazard. She suggests a door be placed back on the office and locked and possible placement of a camera.

Michelle Ripley, County Safety/Loss Control officer, indicated according to Ohio Fire Code once an exit is established as a fire exit – it must remain an accessible fire exit; therefore path of egress must not be altered or hindered. The glass doors on the third floor fiscal hallway are in the path of an established fire exit. She also stated if the office containing the money could have a secured fire door put back on and security features put in place, it would leave the glass doors accessible.

Another matter for concern Ms. Ripley discovered is that several doors which were probably fire rated in the

past, have been removed and should be reinstalled. Director Townend indicated the Department is unsure where the doors are currently located.

Ms. Townend further explained the Job & Family Services Department would still like to proceed with locking down the hallway but she advised them to get quotes for a door instead. The Board of Commissioners agreed the area must remain a fire exit and the glass doors cannot be altered and Job & Family Services should obtain pricing for a secure fire approved door and a security feature to the fiscal office itself – leaving the glass doors (fire exit) on the third floor fiscal hallway accessible, unaltered and unhindered./Journal Entry

A second issue Ms. Townend brought up was the need for tape back up software for the IT Department. When MUNIS was upgraded, tape backup software was not purchased. Director Brian Kelly would now like to purchase the software out of Fund 4004, which is the same finance fund that all MUNIS was financed through, at a cost of \$1,198.00. There is still \$59,000 left in the fund./Journal Entry approval.

Commissioner Keiper received an e-mail from Director Anita Herington suggesting the Board compose a letter to the State explaining that Portage County was never given an opportunity to make a presentation regarding the GAPP/WIB audit (2007). He e-mailed Director Herington back asking for the date of the meeting in which they attended, were not allowed to testify at, and ultimately thrown out of. Commissioner Keiper will draft a letter and if the Board is interested, he will add their signatures. The Board agreed they were.

Commissioner Frederick indicated she had a lengthy discussion Director Herrington and felt possibly legal rights were violated due to the fact they were excluded, not providing an opportunity to respond, and denied a hearing with a basis that we did not respond. Commissioner Keiper believes that it is imperative the Board send a response indicating we tried to respond and staff was thrown out of the meeting. He will draft a letter for Board and Prosecutor review.

Commissioner Frederick indicated that she asked Assistant Prosecutor Denise Smith what's the next step after the State denied the request. Ms. Smith indicated if GAPP doesn't follow through, the Prosecutor would pursue on the Board's behalf (Portage County's portion) as being a member of GAPP, which they have begun already.

* * * * *

10:10 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Christopher Smeiles**, seconded by **Maureen T. Frederick** that the Board of Commissioners move into executive session to consider land acquisition. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

10:49 AM Upon conclusion of the above referenced discussion, it was moved by **Christopher Smeiles**, seconded by **Maureen T. Frederick** that the Board of Commissioners moves out of executive session. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

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

* * * * *

HUMAN RESOURCES

Present: Vickie Steiner, Karen U’Halie, Doug Brown and John Kovach - Willis of Ohio, Inc.

10:50 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Christopher Smeiles**, seconded by **Maureen T. Frederick** that the Board of Commissioners move into executive session to consider benefits/compensation of public employees. **Also present:** Karen U’Halie, Vickie Steiner, Doug Brown, John Kovach. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

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

After exiting executive session, the Board agreed to schedule a meeting within the next two weeks with the Human Resources Department Director and Willis of Ohio Inc, along with each of the three (3) finalists for Health Benefit contract and the finalist for Pharmaceutical Benefit Administrator.

Director U’Halie discussed the proposed leave donation program in detail with the Board. The Commissioners recognize the process needs to move forward and have agreed to a meeting with County Auditor, Assistant Prosecutor, and the Human Resources Director to discuss the next step. Clerk to schedule within the next few weeks.

* * * * *

RESOLUTION No. 10-0563 - **RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.**

It was moved by Christopher Smeiles, seconded by Maureen T. Frederick 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 17, 2010 in the total payment amount of **\$112,890.15 for Funds 0001-5600** 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;

* * * * *

RESOLUTION No. 10-0564 - RE: WIRE TRANSFER APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Christopher Smeiles, seconded by Maureen T. Frederick 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 17, 2010 in the total payment amount as follows:

- 1. \$740.00 to WageWorks, Inc. for processing admin fees for Medical Mutual; and
- 2. \$252,098.06 for Medical Mutual Claims-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, June 18, 2010	\$ 740.00
Wire Transfer on Friday, June 18, 2010	\$ 252,098.06

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, Yea;

* * * * *

RESOLUTION No. 10-0565 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

It was moved by Christopher Smeiles, seconded by Maureen T. Frederick 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:

06/17/10	694	\$ 1,574.62
06/17/10	662	32,500.00
06/16/10	661	15,993.64
06/16/10	660	11,034.07
06/16/10	659	97,780.00
06/15/10	647	114.52
Total		158,996.85

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;

*

*

*

*

*

RESOLUTION No. 10-0566

-

RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.

It was moved by Christopher Smeiles, seconded by Maureen T. Frederick 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 **\$2,583.28** as set forth in Exhibit “A” dated **June 17, 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;

* * * * *

RESOLUTION No. 10-0567 - RE: ENTER INTO LICENSE AGREEMENT BETWEEN THE PORTAGE COUNTY COMMISSIONERS AND PORTAGE ANIMAL PROTECTIVE LEAGUE

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

- WHEREAS,** the County owns property located at 8122 Infirmary Rd., Ravenna, Ohio known as the Portage County Animal Protective League; and
- WHEREAS,** The Animal Protective League wishes to use the Animal Protective League outside grounds, on Saturday, June 19th, 2010 between the hours of 10:30 AM to 12:00 PM for Fundraising Event Hogs and Dogs; 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 Animal Protective League at 8122 Infirmary Rd., Ravenna, Ohio 44266 for use of the Fundraising Event Hogs and Dogs on Saturday, June 19th, 2010 between the hours of 10:30 AM to 12:00 PM for Fundraising Event Hogs and Dogs; 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;

*

*

*

*

*

RESOLUTION No. 10-0568

-

RE:

SUPPORT AND APPROVAL OF DRUG ABUSE RESISTANCE EDUCATION (DARE) ELECTRONIC GRANT APPLICATION FOR THE PORTAGE COUNTY SHERIFF.

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

- WHEREAS,** Senate Bill 62, known as the OMVI Law, passed by the Ohio Legislature and signed into law by Governor Voinovich effective October 1, 1993, establishes the DARE Grants Program within the Office of the Attorney General; and
- WHEREAS,** the Board of Portage County Commissioners strongly supports the concept of DARE and the resultant important information disseminated to young people; and
- WHEREAS,** the Portage County Sheriff is willing to continue the DARE Grant Program and agrees to provide the necessary funding from his funds, utilizing the three deputies that are already employed and assigned to teach the DARE curriculum in grades Kindergarten through 8th grade; now therefore be it
- RESOLVED,** that the Board of Commissioners does hereby give approval and support to the Portage County Sheriff for the electronic submittal of the FY 2010 - 2011 Drug Abuse Resistance Education (DARE) Grant Electronic Application **for a total of \$86,684.00; which includes the necessary matching funding of \$43,342.00** being provided from the Sheriff's existing funds for grant period August 2010 through June 2011; and be it further
- RESOLVED,** that the Board of Commissioners authorizes the electronic submission of this grant as presented by the Portage County Sheriff; 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, Yea;

* * * * *
RESOLUTION No. 10-0569 - **RE: AUTHORIZE THE PORTAGE COUNTY PROSECUTOR TO SUBMIT THE 2010-2011 GRANT APPLICATIONS TO THE CRIME VICTIMS ASSISTANCE OFFICE OF THE ATTORNEY GENERAL OF OHIO. (CONTINUATION PROGRAM)**

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

WHEREAS, the Portage County Prosecutor recommends that the Board of Commissioners authorize an application to the Crime Victims Assistance Office of the Attorney General of Ohio, to fund four (4) full-time positions:

1. Victim/Witness Assistance Office Director
2. Administrative Assistant in the Notification program
3. Advocate position for Juvenile Court
4. Advocate position in Municipal and Common Pleas Courts

RESOLVED, the Board of Portage County Commissioners does hereby agree to submit the continuation application to the Crime Victims Assistance Office of the Attorney General of Ohio, on behalf of the Portage County Prosecutor's Office, with a VOCA Request of \$107,801.00 and a General Fund Match of \$35,934.00 for a project total of \$143,735.00 and SVAA project total of \$10,157.00 with no local match; and be it further

RESOLVED, the Board of Commissioners authorizes the President of the Board of Commissioners or designee to sign the 2010-2011 grant applications for VOCA/SVAA Funds as presented for the period to cover October 31, 2010 through September 30, 2011; and be it further

RESOLVED, that a certified copy of this resolution be filed with the Portage County Auditor's Office, and the Portage County Prosecutor's Office Victim Assistance and the Portage County Department of Budget & Financial Management; and be it further

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

Voice vote as follows:

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

* * * * *
RESOLUTION No. 10-0570 - **RE: A RESOLUTION AUTHORIZING THE PURCHASE, THROUGH THE STATE TERM SCHEDULE (STS) 800116, INDEX NUMBER STS515, OF TWO (2) DUMP BODIES AND RELATED EQUIPMENT – FROM CONCORD ROAD EQUIPMENT MANUFACTURING, INC., FOR USE BY THE PORTAGE COUNTY ENGINEER.**

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

WHEREAS, the Portage County Engineer, Michael A. Marozzi, wishes to purchase through the State Term Schedule (STS) 800116, Index number STS515, two (2) **Dump Bodies and Related Equipment**, and

WHEREAS, said Dump Bodies and Related Equipment will be installed on two Heavy Duty Tandem Axle Road Maintenance Trucks, and

WHEREAS, Concord Road Equipment Manufacturing, Inc. is the contractor authorized by the State of Ohio to offer said **Dump Bodies and Related Equipment** -- at the State Contract price of \$53,999.34 each, now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby authorize Michael A. Marozzi, Portage County Engineer, to generate a purchase order in the amount of \$107,998.68 for Concord Road Equipment Manufacturing, Inc., 348 Chester Street, Painesville, Ohio 44077, for the purchase of two (2) **Dump Bodies and Related Equipment** at a cost of \$53,999.34 each, 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 was as follows:

Charles W. Keiper II, Yea;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

*

*

*

*

*

RESOLUTION No. 10-0571

-

RE:

**AUTHORIZE THE PORTAGE COUNTY OFFICE OF
HOMELAND SECURITY AND EMERGENCY
MANAGEMENT TO APPLY FOR ADDITIONAL
SUPPLEMENTAL GRANT FUNDING FOR THE FY09
EMERGENCY MANAGEMENT PERFORMANCE GRANT
(EMPG).**

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

WHEREAS, Resolution No. 09-0717, dated August 4, 2009, accepted the Fiscal Year 2009 Emergency Management Performance Grant (EMPG) Special Projects Equipment Grant award on behalf of the Office of Homeland Security and Emergency Management; and

WHEREAS, on June 11, 2010, the Ohio Department of Public Safety Office indicated Portage County is eligible to receive additional Fiscal Year 2009 Supplemental EMPG funding for the time period October 1, 2008 through June 30, 2010; now therefore be it

RESOLVED, that the Board of Portage County Commissioners authorizes the Office of Homeland Security & Emergency Management to apply for additional Fiscal Year 2009 Supplemental grant funds for the FY09 Emergency Management Performance Grant in the amount of \$31,175.01; and be it further

RESOLVED, that the Board of Commissioners authorizes Jon Barber, Director of Homeland Security & Emergency Management Agency, to sign the 5th Quarter grant reimbursement document on behalf of the Board of Commissioners; and be it further

RESOLVED, that a copy of this resolution be filed with the Portage County Auditor, the Department of Budget & Financial Management, and the Office of Homeland Security & Emergency Management Agency; and be it further

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

Voice Vote as Follows:

Charles W. Keiper II, Yea;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

*

*

*

*

*

RESOLUTIONS

June 17, 2010

1. Approval of Meeting Minutes from the June 15, 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./10-0563
3. Approve the wire transfer as presented by the County Auditor./10-0564
4. Approve the Journal Vouchers as presented by the County Auditor./10-0565
5. Approve Then & Now as presented by the County Auditor./10-0566
6. Enter into a license agreement between the Board of Commissioners and Portage Animal Protective League./10-0567
7. Authorize the DARE Grant Application on behalf of the Portage County Sheriff's Department./10-0568
8. Authorize the Portage County Prosecutor's Office to submit the 2010-2011 Grant Application to the Crime Victims Assistance Office of the Attorney General of Ohio (Continuation Program) as presented by Wendy Johnson, Portage County Prosecutor's Office Victim Assistance. Documents reviewed by the Department of Budget & Finance with no exceptions noted. /10-0569
9. Authorizing the purchase, through the State Term Schedule (STS) 800116, Index Number STS515 of two (2) dump bodies and related equipment from Concord Road Equipment Manufacturing Inc. for use by the Portage County Engineer./10-0570
10. Authorize the Portage County Office of Homeland Security and Emergency Management to apply for additional supplemental grant funding for the FY09 Emergency Management Performance Grant (EMPG)./10-0571

*

*

*

*

*

INVITATIONS/MEETING NOTICES

June 17, 2010

1. Invitation for the 2010 Networking Events from June-September as presented by the Greater Akron Chamber.

2. Invitation from the Portage Animal Protective League for the 3rd Annual Paws for Golf on Saturday, August 14, 2010 at Aurora Golf Club. Sponsorship opportunities available.

*

*

*

*

*

INCOMING CORRESPONDENCE

DISCUSSION

June 17, 2010

1. June 14, 2010 e-mail from NACO, requesting the Board contact State Senators and emphasize support for the Federal Medical Assistance (FMAP) extension.
2. June 14, 2010 e-mail from Terry Burns, Job & Family Services, regarding a retirement celebration.
3. June 15, 2010 e-mail from Mickey Marozzi, County Engineer to Leigh Prugh Prosecutor's Office, regarding Storm Water Utility.
4. June 15, 2010 e-mail from Dawn Pechman, requesting the Board adopt a resolution in support of the state of Arizona to have immigration laws enforced.
5. June 15, 2010 e-mail from Craig Sernik, Geauga Ashtabula Portage Partnership (GAPP), Inc., regarding the official response from the Ohio Department of Job & Family Services relating to a request for appeal for GAPP.
6. June 15, 2010 e-mail from Joe Dillon, Motor Pool to Randy Roberts, Building Department, regarding the cost to detail the Building Department vehicles.
7. June 14, 2010 e-mail from Susan Blair, Portage Park District, request Board authorization to post a Portage Park District poster for Headwaters Adventure Race and Fitness Walk.
8. June 16, 2010 Fax from the Geauga County Board of Commissioners, including a motion by Commission Young to concur with Chief Elected Official of WIA Area 19 Ashtabula County Commissioner Daniel Claypool and approve his recommendation that Area 19 continue to pursue from the Ohio Department of Job & Family Services, an administrative review of the final audit (WIA 08-00007) seeing disallowed costs and to communicate the same to Ashtabula and Portage Counties.

*

*

*

*

*

JOURNAL ENTRY

June 17, 2010

1. The Board of Commissioners received the Weekly Report of Kennel population for the week ending June 13, 2010 as presented by Dave McIntyre, Dog Warden. The Board of Commissioners acknowledged receipt of \$4,224.00 in License Sales and \$515 for Impound fees.
2. The Board of Commissioners received the monthly operating expenses and caseload report for County Public Defender Office for March 2010 as presented by the County Auditor's Office.

3. The Board of Commissioners received the monthly operating expenses and caseload report for County Public Defender Office for April 2010 as presented by the County Auditor's Office.
4. Board of Commissioners' authorization requested to pay the June 8, 2010 Invoice for Professional Services rendered during June 2010 for \$175.00, as requested by Clemans Nelson & Associates, Inc. and approved by the Human Resources Department Director Karen U'Halie.
5. Board of Commissioners' signature requested on the purchase requisition for Emerald Environmental for asbestos testing and specification services for the following addresses: 3254 Hommon, Ravenna \$1,320.00; 6738 Terrill, Ravenna \$1,040.00; and 6615 Fairfield, Ravenna \$1,095.00 - total \$3455.00 as requested by the Regional Planning Commission. The B-Z-08-1CJ-1 NSP Grant Demolition Activity is funding this expense.
6. Board of Commissioners' signature requested on the purchase requisition for GCS Industrial Services for asbestos abatement services for the following addresses: 3254 Hommon, Ravenna \$10,800.00; 6738 Terrill, Ravenna \$1,723.00 - total \$12,523.00 as requested by the Regional Planning Commission. The B-Z-08-1CJ-1 NSP Grant Demolition Activity is funding this expense.
7. Board of Commissioners' signature requested on the purchase requisition for Woodford Excavating for demolition services for the following addresses: 3254 Hommon, Ravenna \$3,299.00; 6738 Terrill, Ravenna \$1,998.00; and 6615 Fairfield, Ravenna \$2,198.00 - total \$7,495.00 as requested by the Regional Planning Commission. The B-Z-08-1CJ-1 NSP Grant Demolition Activity is funding this expense.
8. Board of Commissioners' signature requested on the purchase requisition for Emerald Environmental for asbestos testing and specification services for the following addresses: 3279 SR 59, Ravenna for 277.50 as requested by the Regional Planning Commission. The B-Z-08-1CJ-1 NSP Grant Demolition Activity is funding this expense.
9. Board of Commissioners' signature requested on the purchase requisition for Lisa Reeves for travel reimbursements for 1 NSP training conference at the Crowne Plaza Hotel in Columbus for \$161.50 as requested by the Regional Planning Commission. The B-Z-08-1CJ-1 NSP Grant Administration is funding this expense.
10. Board of Commissioners' signature requested on the purchase requisition for Evelyn Beeman for travel reimbursements for 2 NSP training conferences at the Crowne Plaza Hotel in Columbus for \$284.83 as requested by the Regional Planning Commission. The B-Z-08-1CJ-1 NSP Grant Administration is funding this expense.
11. Board of Commissioners' signature requested on the payment authorization form for Thompson Publishing Group Inc. for the annual subscription for the Local/State Funding Report for \$379.00 as requested by the Regional Planning Commission. The B-F-09-1CJ-1 Formula grant Activity #08 Administration is funding this expense.

12. Board of Commissioners' signature requested on the payment authorization for the Ohio Conference of Community Development Inc. for July 1, 2010-June 30, 2011 OCCD membership for \$250.00 as requested by the Regional Planning Commission. The B-F-09-1CJ-1 Formula Grant Activity #08 Administration is funding this expense.
13. The Board of Commissioners received a copy of the SAS-70 Report as presented by Neighborhood Development Services.

* * * * *

REFERRED

June 17, 2010

1. June 1, 2010 memo from Michael Hiler, Ohio Department of Development, regarding prevailing wage requirements guidance for projects funded with US Department of Housing and Urban Development dollars. Referred to Neighborhood Development Services, Regional Planning Commission and Department of Budget & Financial Management.

* * * * *

INFORMATION ONLY

June 17, 2010

1. June 9, 2010 correspondence from Michele Frizzell, Ohio Department of Health, announcing the expansion of State WIC peer helper services.
2. June 7, 2010 correspondence from Steve Colecchi, Robinson Memorial Hospital, regarding the Portage Development Board.
3. The Board of Commissioners received correspondence from Director Sally Kelly, Senior Center, to Mr. Scott, requesting donations.
4. June 15, 2010 e-mail from Dawn Pechman,

* * * * *

PROSECUTOR'S CORRESPONDENCE

June 17, 2010

1. June 14, 2010 e-mail from David Brode to Janet Esposito, regarding the method for tracking the acquisition and disposition of properties under the terms of the Ohio Neighborhood Stabilization Program.
2. June 15, 2010 e-mail from Barbara Ruonavaara, including the June 15, 2010 correspondence to Douglas Lumpkin, Ohio Department of Job & Family Services, regarding the WIA Audit (2007).

3. June 15, 2010 e-mail from Leigh Prugh to Mickey Marozzi, County Engineer, regarding storm water utility.
4. June 15, 2010 e-mail from Denise Smith, regarding the independent auditor contract.

*

*

*

*

*

Journal Entry

June 17, 2010

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

1. The Board of Commissioners acknowledged receipt of the Weekly Report of Kennel population for the week ending June 13, 2010 as presented by Dave McIntyre, Dog Warden. The Board of Commissioners acknowledged receipt of \$4,224.00 in License Sales and \$515 for Impound fees.
2. The Board of Commissioners acknowledged receipt of the monthly operating expenses and caseload report for County Public Defender Office for March 2010 as presented by the County Auditor's Office.
3. The Board of Commissioners acknowledged receipt of the monthly operating expenses and caseload report for County Public Defender Office for April 2010 as presented by the County Auditor's Office.
4. The Board of Commissioners authorized payment of the June 8, 2010 Invoice for Professional Services rendered during June 2010 for \$175.00, as requested by Clemans Nelson & Associates, Inc. and approved by the Human Resources Department Director Karen U'Halie.
5. The Board of Commissioners signed the purchase requisition for Emerald Environmental for asbestos testing and specification services for the following addresses: 3254 Hommon, Ravenna \$1,320.00; 6738 Terrill, Ravenna \$1,040.00; and 6615 Fairfield, Ravenna \$1,095.00 - total \$3455.00 as requested by the Regional Planning Commission. The B-Z-08-1CJ-1 NSP Grant Demolition Activity is funding this expense.
6. The Board of Commissioners signed the purchase requisition for GCS Industrial Services for asbestos abatement services for the following addresses: 3254 Hommon, Ravenna \$10,800.00; 6738 Terrill, Ravenna \$1,723.00 - total \$12,523.00 as requested by the Regional Planning Commission. The B-Z-08-1CJ-1 NSP Grant Demolition Activity is funding this expense.
7. The Board of Commissioners signed the purchase requisition for Woodford Excavating for demolition services for the following addresses: 3254 Hommon, Ravenna \$3,299.00; 6738 Terrill, Ravenna \$1,998.00; and 6615 Fairfield, Ravenna \$2,198.00 - total \$7,495.00 as requested by the Regional Planning Commission. The B-Z-08-1CJ-1 NSP Grant Demolition Activity is funding this expense.
8. The Board of Commissioners signed the purchase requisition for Emerald Environmental for asbestos testing and specification services for the following addresses: 3279 SR 59, Ravenna for 277.50 as requested by the Regional Planning Commission. The B-Z-08-1CJ-1 NSP Grant Demolition Activity is funding this expense.

9. The Board of Commissioners signed the purchase requisition for Lisa Reeves for travel reimbursements for 1 NSP training conference at the Crowne Plaza Hotel in Columbus for \$161.50 as requested by the Regional Planning Commission. The B-Z-08-1CJ-1 NSP Grant Administration is funding this expense.
10. The Board of Commissioners signed the purchase requisition for Evelyn Beeman for travel reimbursements for 2 NSP training conferences at the Crowne Plaza Hotel in Columbus for \$284.83 as requested by the Regional Planning Commission. The B-Z-08-1CJ-1 NSP Grant Administration is funding this expense.
11. The Board of Commissioners signed the payment authorization form for Thompson Publishing Group Inc. for the annual subscription for the Local/State Funding Report for \$379.00 as requested by the Regional Planning Commission. The B-F-09-1CJ-1 Formula grant Activity #08 Administration is funding this expense.
12. The Board of Commissioners signed the payment authorization for the Ohio Conference of Community Development Inc. for July 1, 2010-June 30, 2011 OCCD membership for \$250.00 as requested by the Regional Planning Commission. The B-F-09-1CJ-1 Formula Grant Activity #08 Administration is funding this expense.
13. The Board of Commissioners acknowledged receipt of the SAS-70 Report as presented by Neighborhood Development Services.
14. The Board of Commissioners approved the following Personnel Requisitions, as presented by the Portage County Human Resources Department Director Karen U’Halie and approved by the Water Resources Department Director Harold Huff:

DEPARTMENT	JOB TITLE	GRADE	ACTION
Water Resources Department	Water Treatment Superintendent (Replacing Zach Martin)	MG 05	Post Internally and Externally

15. The Board of Commissioners authorized the purchase of tape back-up software for the new Munis servers from Fund 4004 at a total of \$1,198.00 as presented by Director JoAnn Townend, Internal Services Department.
16. The Board of Commissioners agreed that under the Ohio Fire Code once an exit is established as a fire exit – it must remain an accessible fire exit; and that the path of egress must not be altered or hindered. The glass doors on the third floor fiscal hallway are in the path of an established fire exit and thus can not be altered or hindered. The Board further agreed that Job & Family Services could install a secure fire approved door and a security feature to the fiscal office itself – leaving the glass doors (fire exit) on the third floor fiscal hallway accessible, unaltered and unhindered as presented by Director JoAnn Townend, Internal Services Department.

- 17. The Board of Commissioners approved the use of the Portage County Administration Building’s 1st floor lobby bulletin board to post the Wild Hikes Challenge from June 4, 2009-October 17, 2009, as presented by the Portage Park District. The Board of Commissioners also authorized the Park District to hang the notice of the July 11th Headwaters Adventure Race and Fitness Walk.
- 18. The Board of Commissioners agreed to add additional language in the “Authority Section” of the Interoperability and Communications Committee’s charter in order to clarify the chain of command for the committee to read as follows:

“This will be a subcommittee under the EMA Advisory Council, under the direction for the EMA Director, to make recommendations to the EMA Advisory Council to be forwarded to the Board of Commissioners for its approval.”

The Board further agreed to have Director Barber and Director Badger make the necessary changes and resubmit the document for final approval by the Board of Commissioners.

All in favor, motion carries.

* * * * *

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners’ meeting on **June 17, 2010**. There being no further business to come before the Board, it was moved by Christopher Smeiles, seconded by Maureen T. Frederick to adjourn the official meeting at **12:24 PM**. All in favor, motion carries.

Charles W. Keiper II, President

Maureen T. Frederick, Board Member

Christopher Smeiles, Vice President

Amy Hutchinson, Acting Clerk

* * * * *