

Tuesday, June 22, 2010

The Board of County Commissioners met in regular session on **Tuesday, June 22, 2010 at 9:40 AM** with the following members present:

Charles W. Keiper II

Maureen T. Frederick

Christopher Smeiles

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It was moved by Christopher Smeiles, seconded by Maureen T. Frederick to approve the meeting minutes of the June 17, 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 - Cancelled

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PROSECUTOR

Present: Denise Smith

Review of Prosecutor's Pending List

1. Attorney Smith noted that the Huntington Bank vs. Kent-Ravenna realty Company is a bank foreclosure involving a county protected Water Resources Department easement.

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10:25 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(3), it was moved by **Maureen T. Frederick**, seconded by **Christopher Smeiles** that the Board of Commissioners move into executive session to conference with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action. **Also present: Attorney Denise Smith.** Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

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

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

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ECONOMIC DEVELOPMENT

Present: William Ulik

Discussion:

1. The Director noted that the state is requiring the status reports for the Recovery Zone Bonds by June 30, 2010. NEOUCOM and Bond Counsel George Sarkis are preparing the documents, which the PCDED will forward to the state.
2. The Portage Development Board (PDB) held its organizational meeting and the officers are in place. Steve Colecchi, Commissioner Keiper and Mr. Ulik will meet to continue the planning for the September full Board meeting. The PDB logo has been approved, as presented by The Tannery. The Director is working on a contract agreement for participating organizations. Commissioner Frederick wondered about the PDB budget, noting that she does not recall approving a budget. Commissioner Keiper agreed that the official discussion of the budget is coming up.
3. The Director met with City of Kent Economic Development Director Dan Smith and Paul Komlosi to discuss the possibility of the issuance of bonds for the infrastructure of the Kent Redevelopment by the Port Authority. He is waiting for cost and feasibility estimates.

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Action Items:

1. The Director advised that he has been invited by the City of Akron to participate at International Trade Fair (K Show) for Plastics and Rubber in Dusseldorf, Germany from October 27, 2010 through November 2, 2010. NEOTEC has offered to defray up to \$1,500 of the \$5,000 cost to attend.

Commissioner Frederick noted that she objects to approving this expenditure due to the fragile condition of the General Fund; every expenditure should be scrutinized. The fact that “it is in the budget”, doesn’t necessarily mean it should be expended. The Board of Commissioners is asking all elected officials and department heads to be as conservative as possible, and “glean” everything possible from their existing budgets. Commissioner Frederick would like to see what benefit as to job creation or companies coming to the county that has come from past attendance at this event.

Commissioner Keiper stated that he understands Commissioner Frederick’s concern but recommends that all elected officials and ED Directors attend at least one of these events to see how the rest of the world is handling economic development. He added that this is the first time that Portage County has had to pay to attend since all costs have been paid in full by NEOTEC in the past. He supports the Director’s attendance at this event.

Mr. Ulik noted that he must have a decision as quickly as possible to allow the travel plans to be made. Commissioner Smeiles asked the Director to prepare a white paper on the benefits of his attending this event showing what the Director brings to the team.

Mr. Ulik noted that the city has already contracted with NEOTEC to identify which international companies intend to move to the state and meetings have been scheduled with qualified leads.

- The Directed stated that there is an increased workload for the office and added that he would like to revisit the proposed personnel reclassification and additional staff. He noted that Diana Fierle will now be handling the 36 member Portage Development Board, changes in the data bases as required by the Ohio Department of Development, prospective target analysis, etc. He noted that the funds are in his current budget for these changes in staffing. The Director added that the Port Authority has offered to supplement the PCDED budget, should that be necessary.

The Board of Commissioners agreed that the Director should work with Human Resources Department Director Karen U'Halie on the changes in Ms. Fierle's job description and the new job description for additional staff. The Board agreed that they will consider approving the changes once the final documents are prepared for their consideration.

Commissioner Frederick again stated that the Board of Commissioners will be looking at all General Fund budgets for money and that all open positions have been frozen. She understands the workload and staff effort.

- The Director agreed to meet with Commissioner Keiper to discuss the arrangements for the NEOUCOM tour of Portage County on July 9, 2010.

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DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT

Present: Audrey Tillis

Resolutions

- Transfer from Fund 7210, WC Retro Rating Plan 2000 to Fund 7201, WC RR P General Administration/10-0576
- Close Fund 1360, Child Health General Administr/10-0577

Updates

- The Director presented the draft FY 2011 Tax Budget noting that the Board of Commissioners must reduce the General Fund Budget by \$3 million
- The review of the grant applications and acceptances continues. The Director and Clerk will meet to prepare a draft procedure for both internal and external agencies
- The Board of Commissioners approved a supplemental of \$940 for the Clerk of Courts to refund a 2008 payment, as ordered by the Common Pleas Court.

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11:30 AM Lunch Recess

1:00 PM Board of Commissioners reconvened

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CDBG Community Development Program Grant Public Hearing

Convened at 1:03 PM

Present: Commissioners Keiper, Smeiles and Frederick; Eileen Stiffler, Lisa Reeves, and Todd Peetz of the Regional Planning Commission; Jen King of Neighborhood Development Services, Inc.; Mike Sever, Record Courier; Windham Mayor Rob Donham; Garvin Carrington-Matthews, Director of the Kent Regional Business Alliance; Commissioners' Clerk Deborah Mazanec

I. Introduction – Portage County Commissioner Chuck Keiper introduced the members for the Board of Commissioners.

II. Purpose of the Hearing – Eileen Stiffler

This hearing is being held to hear comment on the proposed grant application with the Ohio Department of Development, Office of Housing and Community Partnerships for the 2010 CDBG Community Development Program Grant Application.

III. Discussion of the Formula Allocation Grant Application

The 2010 Formula Allocation Grant Application is for \$444,000, as follows:

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**PRIVATE RENTAL REHAB
COLEMAN PROFESSIONAL SERVICES
\$37,100**

This activity will provide rehabilitation of a three (3)-unit apartment building owned by Coleman Professional Services and housing four (4) persons, located in the City of Ravenna in Portage County, Census Tract 6009.01, Block Group 2, which is 59.6 % LMI.

Coleman Professional Services is the mental health provider in Portage County and provides housing for lower income persons who are mentally ill, developmentally disabled or in need of special services to allow them to live independently.

Sixteen windows and five doors need to be replaced as well as the basement entry door. The roof is leaking and two furnaces need replaced. The cost estimate includes the payment of prevailing wages, architectural services and a ten percent contingency.

The grant amount is \$37,100 and Coleman Professional Services will provide any additional funds, which may be needed for the project.

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**WINDHAM VILLAGE
CLEARANCE PROGRAM
\$105,200**

The demolition activity will demolish five (5) multi-family buildings containing 30 units in the Village of Windham, Maple Grove neighborhood. The project will include asbestos removal, demolition and fill grade and seed the disturbed area.

The buildings were constructed in the early 1940 as housing for workers at the Ravenna Arsenal and have been low income rental property for many years. The condition of the units has declined and with foreclosure increasing the issue of lack of maintenance, the Village has acquired them and wants to clear the area as they are a health and safety issues with unsafe foundations and the ever present risk of arson.

The Village has passed a resolution declaring this building blight on the neighborhood.

The cost estimate for the proposed demolition with Ohio prevailing wages, asbestos assessment and removal is \$105,200 and the budget for the full project is \$148,200. The Village will provide the remainder of the funds.

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**WHITE RUBBER
CLEARANCE PROGRAM
\$107,900**

The Portage County Board of Commissioners will use \$107,900 of the 2010 Formula Grant for a demolition program to remove a dilapidated, former manufacturing facility in the City of Ravenna. The building is vacant and unsafe with foundation and interior damage. The project is a Brownfield and Clean Ohio and Brownfield funds are expected to be used to provide remediation of the site with the CDBG Formula Funds used for a portion of the demolition.

The City has an option to acquire the property and has passed a resolution declaring this site a blight on the neighborhood located in Census Tract 6009.01, Block Group 2, which is 59.6% LMI.

The City has received a grant of \$160,689 from the Clean Ohio Fund to pay for a Phase II environmental assessment which is underway. The City has hired a consultant and will apply for funding for remediation, clean up and the remainder of the demolition funds through the Clean Ohio Program.

The cost estimate for the proposed building demolition with payment of prevailing wages is \$285,000. This does not include testing, remediation of the site, various permits and notification fees. The budget for the full project is \$908,689.

The property is located next to the Oakwood Street facility owned by Family and Community Services of Portage County which houses the Portage County Senior Center and numerous other non-profit organizations/social service agencies. With remediation of the property and removal of the buildings the City will coordinate with the adjacent nonprofit for use of the site.

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**STREETSBORO
HOME REPAIR PROGRAM**

\$39,100

This activity will provide home repairs for seven LMI households in the City of Streetsboro through a combination of low interest or deferred loans and grants. Each household will be given sixty-five percent (65%) of the funds as grants and thirty-five percent (35%) will be a deferred loan to be paid back when the property is sold. The maximum amount will be \$5,000 per household. Soft costs up to a maximum of 22% of the repair amount will be allowed but not included in the owner's amount and are in addition to the \$5,000 repair amount. We will coordinate with OHPO for any unit if the repair will affect the aesthetics of the unit or involve disturbance of the earth. Replacement of roofs, electrical system, furnaces, installation of water laterals, etc. will benefit 100% LMI households. All work will meet OHCP Residential Rehab Standards.

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HISTORIC PRESERVATION

\$47,100

This activity will provide funding to assist with the rehab of a building for the Deerfield Historical Society. The building will be used for meetings and community gatherings and the display of information and material related to the early settlement of the community

Located in Census Tract 6019.02, Block Group 9, which is 39.1% LMI. The building is listed on the National Register and is privately owned. The current owner will donate it to the local Historical Society if the grant is funded to allow the preservation of the building to begin.

A portion of the roof must be replaced in order to maintain the structural integrity of the building, a new electric service and sump pump installed and repair damage to fascia, soffits and replace windows and porch and tuck point portions of the façade.

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HOME REPAIR – SEPTIC SYSTEM PROGRAM

\$24,000

In conjunction with the CHIP, this activity will provide home repair for a septic system for one LMI household in Portage County Townships and Villages and the City of Streetsboro. The Home Repair funds will be given as a grant and the maximum amount will be \$24,000 per household. We will coordinate with OHPO for any unit if the repair will affect the aesthetics of the unit or involve disturbance of the earth. All work will meet OHCP Residential Rehab Standards, and State and local Health Department requirements.

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**PORTAGE PARK DISTRICT
CLEARANCE PROGRAM**

\$10,000

This activity will demolish 1 single family residential unit in Ravenna Township. The project will include asbestos/assessment removal, demolition and fill, grade and seed the disturbed area.

The Park District purchased a 63 acre parcel for conservation and education and as a potential trailhead for the hike and bike trail. The parcel includes a house constructed in the early 1900's that is not considered safe or habitable. Vandals have already broken into the house and the risk of arson and drug activities are a constant concern.

Ravenna Township has passed a resolution declaring this building a blight on the neighborhood and a health and safety risk.

The cost estimate for the proposed demolition with prevailing wages is \$9,250.00 with asbestos assessment and removal we have increased the amount to \$10,000. The Portage Park District will provide any additional funds which may be necessary.

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ADMINISTRATION

\$66,600

Administration and implementation of the grant includes grant preparation, project management and bidding, completion of reports and day-to-day oversight of the projects.

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FAIR HOUSING

\$7,000

Fair Housing services include landlord tenant information, discrimination complaints training and posters.

- IV. Discussion of the Neighborhood Revitalization Grant Application/Jen King
The proposed activities of this grant are a combination of Sidewalk Improvements, Flood & Drainage, Street Improvements, Fire Protection Facility and Equipment and Clearance. These activities are being proposed in the Maple Grove Neighborhood of the Village of Windham. The application authorizes the Neighborhood Development Services, Inc. to file the Neighborhood Revitalization Grant Application. The Board of Commissioners would also commit up to \$280,000 of Neighborhood Stabilization Program to be used for clearance only as a match for the project, contingent on successful funding of the Neighborhood Revitalization Grant.

Commissioner Smeiles asked the Mayor if the council is supportive of the project; the Mayor responded yes and thanked the Board of Commissioners for their support.

- V. Discussion of the Microenterprise Business Development Grant Application – Garvin Carrington-Matthews, Director of the Kent Regional Business Alliance.

The KRBA is requesting \$60,000 with \$25,000 in working capital loans, \$23,000 in training and technical assistance and \$12,000 for program administration. The Director noted that the loans up to \$10,000 will go to low and moderate income persons for assistance in starting, sustaining or growing a business.

Commissioner Smeiles asked what the percentage of loan success is. The Director responded that 55% of businesses go out of business in the first year. The KRBA assists businesses to avoid that result. Loan clients meet with KRBA monthly for regular contact to mitigate that high percentage of failures?

Commissioner Frederick asked if there is a typical business served. The Director responded that there is no norm.

VI. Questions/Suggestion – None

VII. Hearing no further comment, the Public Hearing adjourned at 1:25 PM

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After the Public Hearing adjourned, the Board of Commissioners agreed to approve the Formula Allocation Grant Application with Resolution No. 10-0578, the Neighborhood Revitalization Grant Application Resolution No. 10-0579, and the Microenterprise Business Development Grant Application Resolution No. 10-0580.

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RESOLUTION No. 10-0572 - 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 22, 2010 in the total payment amount of **\$436,131.57 for Funds 0001-7101** 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. 10-0573 - 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:

06/22/10	858	\$ 890.68
Total		\$890.68

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. 10-0574 - 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 **\$5,457.34** as set forth in Exhibit “A” dated **June 22, 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. 10-0575

Number assigned and not used - this is for numbering purposes only.

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RESOLUTION No. 10-0576 - RE: TRANSFER FROM FUND 7210, WC RETRO RATING PLAN 2000 TO FUND 7201, WC RR P GENERAL ADMINISTRATION

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

WHEREAS, the Portage County Board of Commissioners established Fund 7210, WC Retro Rating Plan 2000 to account for the financial transactions related to the 2000 Worker’s Compensation Claims, and

WHEREAS, the cash balance in Fund 7210, WC Retro Rating Plan 2000 is \$ 192,658.33 and,
WHEREAS, all worker’s compensation claims for 2000 have been paid; now therefore be it
RESOLVED, that the following transfer be made in the amount of \$ 192,658.33

FROM:

7210, WC RETRO RATING PLAN 2000

ORGCODE - 72100189

Debit Expense Account

Object 910000 - Transfer-Out \$ 192,658.33

TO:

7201 WC RR P GENERAL ADMINISTRATION

ORGCODE – 72010182

Credit Revenue Account

Revenue Source 280000 - Transfer-In \$ 192,658.33

and be it further

RESOLVED, that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, the Department of Budget and Financial Management and the Department of Human Resources, 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. 10-0577

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RE:

CLOSING OF FUND 1360, CHILD HEALTH GENERAL ADMINISTR

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

WHEREAS, fiscal activity has ceased in Fund 1360, Child Health General Administr, all payments have been made and the Treasurer’s Cash Balance is \$0.00; now therefore be it

RESOLVED, that Fund 1360, Child Health General Adminstr is hereby closed; and be it further

RESOLVED, that a certified copy of this resolution be filed with the County Auditor, the Department of Budget and Financial Management and Portage County Job and Family Services, 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. 10-0578 - RE: AUTHORIZING FILING AN APPLICATION WITH THE OHIO DEPARTMENT OF DEVELOPMENT, OFFICE OF HOUSING AND COMMUNITY PARTNERSHIPS FOR THE 2010 CDBG SMALL CITIES FORMULA ALLOCATION FUNDS

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

WHEREAS: Portage County is permitted to apply for 2010 Formula Allocation monies in the amount of \$444,000; and

WHEREAS: Portage County desires to utilize these monies for projects including: Rehabilitation of a 3-unit apartment building owned by Coleman Professional Services; Demolition of five multi-family buildings containing 30 units in the Village of Windham; Demolition of the former White Rubber building; Rehabilitation of a building for the Deerfield Historical Society; One home repair for a septic system for one LMI household in Portage County Townships and Villages and the City of Streetsboro in conjunction with the CHIP; Demolition of one single-family residential unit in Ravenna Township owned by the Portage Park District; Fair Housing services and eligible administration and implementation to serve low and moderate income households; now therefore be it

RESOLVED: the Board of Portage County Commissioners authorize the filing of the 2010 CDBG Small Cities Formula Allocation in the amount of \$444,000, which includes an allocation of \$46,000 for the City of Streetsboro to be administered by the Portage County Regional Planning Commission; AND BE IT FURTHER

RESOLVED: Portage County agrees to comply with all State and Federal Regulations and Guidelines in the administration and implementation of these funds and designates the President of the Portage County Board of Commissioners as Chief Elected Official to sign all necessary documents in connection with this grant; AND BE IT FURTHER

RESOLVED: 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;

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RESOLUTION No. 10-0579 - **RE: AUTHORIZING THE FILING OF AN APPLICATION WITH THE OHIO DEPARTMENT OF DEVELOPMENT, OFFICE OF HOUSING AND COMMUNITY PARTNERSHIPS, NEIGHBORHOOD REVITALIZATION PROGRAM**

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

WHEREAS: the State of Ohio, Department of Development, Office of Housing and Community Partnerships has a program called the Neighborhood Revitalization Program;

WHEREAS, this program is designed to offer distressed communities and neighborhoods up to \$300,000 to comprehensively address problem areas in terms of CDBG (Community Development Block Grant) eligible activities; and

WHEREAS, Portage County may apply for these dollars on behalf of the Village of Windham; and

WHEREAS, the proposed activities of the grant are a combination of Sidewalk Improvements, Flood & Drainage, Street Improvements, Fire Protection Facility and Equipment and Clearance. These activities are being proposed in the Maple Grove Neighborhood of the Village of Windham; now therefore be it

RESOLVED, the Portage County Board of Commissioners authorizes NDS, Inc. to file the Neighborhood Revitalization Grant Application. The Board of commissioners also commits up to \$280,000 of Neighborhood Stabilization Program to be used for clearance only as a match for the project, contingent on successful funding of the Neighborhood Revitalization Grant; and be it further

RESOLVED, Portage County agrees to comply with all State and Federal Regulations and Guidelines in the administration and implementation of these funds and designate the President of the Portage County Board of Commissioners as Chief Elected Official to sign all necessary documents in connection with this grant; and be it further

RESOLVED, that the Portage County 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;

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RESOLUTION No. 10-0580 - **RE: AUTHORIZING FILING AN APPLICATION WITH THE OHIO DEPARTMENT OF DEVELOPMENT, OFFICE OF HOUSING AND COMMUNITY PARTNERSHIPS FOR THE 2010 CDBG SMALL CITIES MICROENTERPRISE BUSINESS DEVELOPMENT**

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

WHEREAS: Portage County is permitted to apply for 2010 Microenterprise Business Development monies in the amount of \$60,000; and

WHEREAS: The Kent Regional Business Alliance sponsors programs and activities that encourage business set up and expansion; and

WHEREAS: The Kent Regional Business Alliance operates the Kent Business Incubator, the Kent Microenterprise Program, the Kent Mini Loan Fund and the Microloan to benefit persons that are low and moderate income as defined by HUD; and

WHEREAS: The mission of the Ohio Small Business Development Center at the Kent Regional Business Alliance is to accelerate Ohio's economy by helping people start, sustain and grow their businesses to promote growth, expansion, innovation, increased productivity and management improvement; and

WHEREAS: Federal assistance is available for projects included within the mission and scope of the Kent Regional Business Alliance; now therefore be it

RESOLVED: The Board of Portage County Commissioners authorize the filing of the 2010 CDBG Small Cities Microenterprise Business Development in the amount of \$60,000, to be administered by the Kent Regional Business Alliance; AND BE IT FURTHER

RESOLVED: Portage County agrees to comply with all State and Federal Regulations and Guidelines in the administration and implementation of these funds and designates the President of the Portage County Board of Commissioners as Chief Elected Official to sign all necessary documents in connection with this grant; AND BE IT FURTHER

RESOLVED: 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;

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RESOLUTIONS

June 22, 2010

1. Approval of Meeting Minutes from the June 17, 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./10-0572
3. Approve the Journal Vouchers as presented by the County Auditor./10-0573
4. Approve Then & Now as presented by the County Auditor./10-0574
5. Enter into a three (3) year agreement between Michael L. West and the County of Portage for Cake Biosolids Application./10-Pulled by the Water Resources Department

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INVITATIONS/MEETING NOTICES

June 22, 2010

1. Invitation from CT Consultants for a seminar on wastewater infrastructure projects on Wednesday, July 7, 2010, 10:00 AM-12:00 Noon, Kirtland.

2. Invitation from Portage Industries, Inc. and Portage Physical Therapists, Inc. for the 19th Annual Benefit Golf Outing on Tuesday, July 27, 2010, Windmill Lakes Golf Club. Hole and Corporate Sponsorships available.
3. Invitation from Aurora Chamber of Commerce for a Business After hours Party on the Patio at the Aurora Golf Club 50 Trails End, Wednesday, June 23, 2010, 5:30-6:30 PM.

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**INCOMING CORRESPONDENCE
DISCUSSION**

June 22, 2010

1. June 17, 2010 e-mail from Gary Tonks, The Arc of Ohio, Inc., urging the Board to send a letter to Governor Strickland in support of a week honoring men and women who support Ohioans with Developmental Disabilities throughout the year/Executive Assistant to draft a letter of support
2. June 14, 2010 e-mail from Terri Burns, Job & Family Services, regarding a retirement celebration/Clerk to investigate and bring back.
3. June 17, 2010 correspondence from Robert Hinkle, Auditor of State Mary Taylor’s Office, regarding the selection of an outside audit firm for the 2009-2013 Financial Audit of Portage County/Information only.
4. June 18, 2010 e-mail from Commissioner Frederick to Zach Martin, regarding a request for payment and exit interview/Referred to the Human Resources Department Director

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JOURNAL ENTRY

June 22, 2010

1. The Board of Commissioners received the June 15, 2010 letter of resignation from Zach Martin, Regional Water Superintendent for the Portage County Water Resources Department, with his last day of employment being Friday, June 25, 2010 as presented by Director Harold Huff, Water Resources Department.
2. The Board of Commissioners received the Portage and Columbiana Counties FY10 Management Evaluation as presented by the Bureau of Nutrition Services, Ohio Department of Health.
3. Board of Commissioners’ signature requested on Application and Certificate for Payment (No. 3 Final) allowing payment of \$3,500.00 to Lockhart Concrete for the Cleveland to Aurora Water Line Phase 2, Contract A – SR 43 Improvements, Project No. SH-W (06-300), Project No. 540040W6-685000-06300 as requested by the Water Resources Department.

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REFERRED

June 22, 2010

1. June 16, 2010 correspondence from Connie Leedom, Portage County Combined General Health District, requesting an additional four-tenths (0.4) of a mill for the benefit of the Portage County Combined General Health District. Referred to Auditor's Office.

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PLEASE ADD TO THE AGENDA

June 22, 2010

1. June 17, 2010 correspondence from Robert Hinkle, Auditor of State Mary Taylor's Office, regarding the 2008 Financial Statement audit outstanding balance of \$38893.99/Information only that the state will forgive the charge
2. June 17, 2010 correspondence from Robert Hinkle, Auditor of State Mary Taylor's Office, regarding the selection of an outside audit firm for the 2009-2013 financial audit of Portage County/Clerk to draft a response noting that the Board of Commissioners would like to schedule the pre-bid meeting and get the Letter of Engagement, and request a clarification of the role of Joe Jones, spouse of a county employee and second in charge of the AOS Canton Office, in the Portage County audit.

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INFORMATION ONLY

June 22, 2010

1. June 15, 2010 e-mail from Dawn Pechman, indicating Lucas County adopted a resolution against Arizona's immigration law.
2. June 15, 2010 e-mail from Anita Herington, Job & Family Services, regarding the WIA Audit.
3. The Board of Commissioners received the meeting minutes from the May 12, 2010 Portage County Regional Airport meeting.
4. The Board of Commissioners received the June 18, 2010 Weekly Traffic Advisory as presented by Ohio Department of Transportation.
5. In response to the Board's request for review and comment on the Tiger II Discretionary Grant information provided by Ohio Department of Transportation, the Board received responses from the following Departments:
 - a. Water Resources Department: Not eligible
 - b. Economic Development: No comment
 - c. Solid Waste Management District has no projects for consideration
 - d. The County Engineer advised that the county would have to provide about \$500,000 for any project submitted.

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Journal Entry

June 22, 2010

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

1. The Board of Commissioners acknowledged the receipt of the June 15, 2010 letter of resignation from Zach Martin, Regional Water Superintendent for the Portage County Water Resources Department, effective at close of business on Friday, June 25, 2010, as presented by Director Harold Huff, Portage County Water Resources Department.
2. The Board of Commissioners acknowledged the receipt of the Portage and Columbiana Counties WIC Programs FY10 Management Evaluation, as presented by the Ohio Department of Health Bureau of Nutrition Services.
3. The Board of Commissioners signed the Application and Certificate for Payment (No. 3 Final) allowing payment of \$3,500.00 to Lockhart Concrete of Akron, Ohio for the Cleveland to Aurora Water Line Phase 2, Contract A – SR 43 Improvements, Project No. SH-W (06-300), Project No. 540040W6-685000-06300, as presented by the Portage County Water Resources Department.
4. The Board of Commissioners accepted the recommendation of the Department of Budget & Financial Management Director and approved a supplemental of \$940 for the Clerk of Courts to refund a payment as ordered by the Common Pleas Court. Department of Budget & Financial Management to bring back the necessary resolution.

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 22, 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 **1:25 PM**. 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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