

**Thursday, June 24, 2010**

The Board of County Commissioners met in regular session on **Thursday, June 24, 2010 at 8:47 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 22, 2010 meeting. All in favor, motion carries

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

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**CITY OF KENT**

Present: Public Safety Director Bill Lillich; Ron Rost, Sheriff’s Office; Audrey Tillis, Department of Budget & Finance

Mr. Lillich is attending today to discuss the joint application by the city and the county for the 2010 Ohio Office of Justice Programs Bureau of Justice Assistance Grant (JAG) funding. JAG sent him a reminder notice about the application, which is due on June 30, 2010. He has talked to the DC office and received confirmation that, if the grant application is started immediately, it will be considered as pending to allow us to work through the formal approvals. He noted that the city cannot approve the joint application until the July 7, 2010 meeting.

Mr. Lillich noted that the amount available has decreased by over \$1,000 from 2009 to \$10,003 this year. He believes this may be the last year of funding for the county and city noting that the reduction in serious crime in the county has taken us out of the grant.

Commissioner Smeiles asked Mr. Rost if the Sheriff has given him any direction on the proposed split of the funding. Mr. Rost responded that there is typically a split of 60% for the lead entity and 40% for the partner. Mr. Lillich proposed a split of \$3,500 for the county and \$6,503 for the City of Kent; he also agreed that the City will be the lead agency in making the application. Mr. Lillich advised Mr. Rost that he will need to know the county’s planned use for the \$3,500 in the near future to allow the official application to be completed.

The Board of Commissioners adopted Resolution No. 10-0598 approving the joint application with the City of Kent to the Ohio Office of Justice Programs Bureau of Justice Assistance for 2010 JAG Grant funding. The Board of Commissioners agreed to make this application an official agenda item in the near future to allow public comment on the application.

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9:05 AM Commissioner Smeiles left the meeting to sit on the Board of Revision.

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## INTERNAL SERVICES

Present: JoAnn Townend

## DISCUSSION

1. The Board of Commissioners agreed to discuss management services at The Woodlands to determine whether or not to bid for service in 2010 or extend current contract. Commissioner Frederick stated that, although Generations is doing a commendable job, she would like to go to bid. Commissioner Keiper would prefer not to go to bid/Director to bring back next week
2. The Board of Commissioners met with the Human Resources Department Director and Director U’Halie advised that there would be no wellness agreement with the Health Department in 2010 due to the low participation and the increase in the cost of the service at the Health Department. The Human Resources Department Director has recommended not moving forward. The cost per employee is \$45 plus another \$10 for a TB test for a total of \$55 per employee/Director Townend to bring back for discussion next week.
3. The Director advised the Board of Commissioners that the Microfilm Department is getting very close to not having cash to purchase necessary supplies. The Director noted that Microfilm Director Frank Whitney thought that the Clerk of Courts may be able to use her “special funds” to purchase supplies. Director Whitney is working on a cost estimate for the remainder of 2010.
4. The Board of Commissioners discussed the Greater Akron Chamber Invoice for dues in the amount of \$10,000 for May 1, 2010 – April 30, 2011. The Board of Commissioners agreed to accept the recommendation of PCDED Director Ulik and not participate but may join TEAM NEO instead. Clerk to prepare a letter to the GAC regarding Portage County’s decision.
5. The Board of Commissioners discussed Motor Pool Director Joe Dillon’s concerns regarding working on the Sheriff’s Drug Task Force Cars. Director Townend advised that is this issue could possibly be addressed in the new Vehicle Use Policy. The Board of Commissioners agreed that whatever vehicles are titled under the Board of Commissioners must be safe to drive; the safety of county drivers is important. The Board agreed to meet with the Sheriff to discuss this matter.

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## RESOLUTIONS

1. Enter into a Business Associate Agreement with the Portage County Health Department as required by HIPPA./10-0590
2. Enter into an agreement with the Portage County Clerk of Courts Domestic Division for IV-D Clerking Services and Job & Family Services CSEA./10-0591
3. Enter into an agreement for PRC TANF subsidized summer employment program for youth with

Coleman Professional Services 6/1/10 through 8/31/10./10-0592

4. Enter into an agreement for PRC TANF subsidized summer employment program for youth with Community Action Council 6/1/10 through 8/31/10./10-0593
5. Enter into an agreement for PRC TANF subsidized summer employment program for youth with Family & Community Services, Inc. 6/1/10 through 8/31/10./10-0594
6. Approve specifications and set bid date for modifications of the roof and additional office, restroom, and waiting area space at the Board of Developmental disabilities Bus Garage Facility./10-0595
7. Enter into a lease agreement with Frank A. Guy Sr. and Geraldine G. Guy for lease of the property at 2970 St. Rt. 59, Ravenna Township for the EMA Office./10-0596

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**MAINTENANCE**

Present: Tim Miller

The Director advised that Commissioner Smeiles had asked him for the protocol for after hour calls. The Director noted that he receives the afterhours calls and then makes the determination as to who to call in depending on vacation schedules and the location of the caller. The Board of Commissioners asked the Director to make certain that he lets the caller know if and when someone has been dispatched.

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The Director advised that the air conditioning unit in the main corridor on the south side of the Administration Building is down. He has ordered a new unit at a cost of \$12,000 instead of electing to repair the 20 year old unit for \$7,000. The unit should be delivered tomorrow and installed early next week. The Board asked the Director to let JFS Director Herington know of that installation.

Director Miller also advised the Board that the A/C at the Health Department is also down as of this morning.

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**JOB & FAMILY SERVICES**

Present: Anita Herington, Terri Burns, Attorney Ron Habowski

- I. The Director presented the timeliness of OWF & Food Assistance reports for Portage County for May 2010 showing an 86% and 94% respectively.
- II. The Director presented the Food Assistance, OWF & Medicaid Statistics reports for Portage County for May 2010. The Director noted that the numbers continue to increase with 688 families on OWF (an increase of 22.2% from this month in 2009), 1,527 individuals on OWF (an increase of 24.6% from this month in 2009), 7,731 families on Food Assistance (an increase of 28.4% from this month in 2009), and

16, 831 individuals on Food Assistance in Portage County (an increase of 24.8% from this month in 2009).

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10:05 AM In accordance with the Ohio Rev. Code Ann. (121.22(G)(4), it was moved by **Maureen T. Frederick**, seconded by **Charles W. Keiper II** that the Board of Commissioners move into executive session to prepare for, conduct or review negotiations or bargaining issues with public employees concerning their compensation or other terms and conditions of their employment. **Also present: Attorney Ron Habowski; JFS Director Anita Herington, Terri Burns.** Roll call vote: Christopher Smeiles, Absent; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

10:40 AM Upon conclusion of the above referenced discussion, it was moved by **Maureen T. Frederick**, seconded by **Charles W. Keiper II** that the Board of Commissioners move out of executive session. Roll call vote: Christopher Smeiles, Absent, Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

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

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**HUMAN RESOURCES** - Cancelled

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**RESOLUTION No. 10-0581** - **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 24, 2010 in the total payment amount of **\$439,737.32 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;

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**RESOLUTION No. 10-0582**

**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 24, 2010 in the total payment amount as follows:

1. \$60,742.43 for Medical Mutual Claims-Fund 7101; and
2. \$5,992.78 to WageWorks, Inc. for processing claims for Medical Mutual; 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 25, 2010	\$ 60,742.43
Wire Transfer on Friday, June 25, 2010	\$ 5,992.78

and be it further

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

Roll call vote as follows:

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

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**RESOLUTION No. 10-0583 - 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:

06/23/10	951	\$ 4,783.40
06/23/10	952	296,528.04
06/23/10	953	53.34
Total		\$ 301,364.78

and be it further

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

Roll call vote as follows:

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

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**RESOLUTION No. 10-0584 - 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 **\$22,866.57** as set forth in Exhibit “A” dated **June 24, 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. 10-0585** - **RE: WIRE TRANSFER TO OHIO WATER DEVELOPMENT AUTHORITY SERVICES 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 Department of Budget and Financial Management or other designee on June 24, 2010 in the total payment amount of **\$ 485,277.22 for Ohio Water Development Authority** 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 interest and principal totaling \$ 485,277.22 as presented by the Portage County Auditor’s Office:

Wire Transfer on Wednesday, June 30, 2010 \$485,277.22

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. 10-0586**

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**RE:**

**AUTHORIZE ELECTRONIC APPLICATION FOR THE OHIO DEPARTMENT OF HEALTH FY2011 WOMEN, INFANTS AND CHILDREN (WIC) ADMINISTRATION GRANT.**

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

**WHEREAS,** the Women, Infants, and Children's Program of Portage and Columbiana Counties must submit an electronic request to continue to operate the Women, Infants, and Children (WIC) Program in the designated service area; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby support the Women, Infants, and Children's Program of Portage and Columbiana Counties and authorizes the electronic application to the Ohio Department of Health for the FY2011 WIC Grant (October 1, 2010 through September 30, 2011) for an amount not to exceed One Million One Hundred Thirty Seven Thousand Four Hundred Thirty One Dollars (\$1,137,431.00) under grant number 06710041WAO411; and be it further

**RESOLVED,** that the Board of Commissioners authorizes the President of the Board, or his/ her designee to sign all documentation pertaining to the grant application; and be it further

**RESOLVED,** that a copy of this resolution will be filed with the Portage County WIC Program, the Portage County Department of Budget & Financial Management and the Portage County Auditor's Office; and be it further

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

Voice vote as follows:

Charles W. Keiper II, Yea;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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**RESOLUTION No. 10-0587**

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**RE:**

**AMEND RESOLUTION NO. 09-1034 DATED November 5, 2009 ACCEPTING THE 2010 SUBSIDY GRANT**

**AGREEMENT FOR THE STATE OF OHIO DEPARTMENT  
OF YOUTH SERVICES GRANT (RECLAIM OHIO) ON  
BEHALF OF THE PORTAGE COUNTY JUVENILE COURT.**

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

**WHEREAS,** the Board of Commissioners adopted Resolution 09-0495 on May 28, 2009 authorizing the application update to the State of Ohio, Department of Youth Services for the FY 2010 Youth Services Grant Base (510) allocation for the Portage County Juvenile Court for \$219,653.00 and FY 2010 Reclaim Ohio (401) allocation up to \$246,099.74 with no local match, and

**WHEREAS,** the Board of Commissioners adopted Resolution No. 09-1034 on November 5, 2009 to accept the Subsidy Plan for the State of Ohio Department of Youth Services Grant (Reclaim Ohio) on behalf of the Portage County Juvenile Court for a Reclaim grant award of \$219,653.00 (510 base) and \$246,099.74 (401), **“Total Grant Award”** of \$465,752.74, and

**WHEREAS,** the grant agreement approved by Resolution 09-1034 also approved **“Total Estimated Program Costs”** of \$574,279.29 included in the agreement, but silent to the resolution. The variance between the **“Total Grant Award”** and the **“Total Estimated Program Costs”** was supported by the Estimated Uncommitted Carryover Balance (as of June 30, 2009) for the program, and

**WHEREAS,** the Portage County Juvenile Court was notified by the Ohio Department of Youth Services on January 4, 2010 that the actual amount of the Reclaim grant award for the 401 allocation was **\$240,437.23, a decrease of \$5,662.51**. The reduction in the award was offset by an additional use of the Estimated Uncommitted Carryover Balance (as of June 30, 2009), **“Total Estimated Program Costs”** remained unchanged at \$574,279.29, and

**WHEREAS,** it has become necessary to amend the 2010 Subsidy Grant Agreement to the Ohio Department of Youth Services for the Portage County Juvenile Court approved by Resolution 09-1034 to reflect the decrease in the Reclaim grant award for the 401 allocation and an increase in **“Total Estimated Program Costs”** by **\$10,800 for surveillance technology equipment** and realignment of program funds as requested by the Portage County Juvenile Court; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby amend Resolution No. 09-1034 dated November 5, 2009 to reflect the actual allocation of the Reclaim 401 allocation for **\$240,437.23**, for a **“Total Grant Award”** of **\$460,090.23 (510/ 401)**; and be it further

**RESOLVED,** that the Board amends Resolution 09-1034 to reflect the increase in “**Total Estimated Program Costs**” for the purchase of monitoring equipment in the amount of **\$10,800.00** as requested by the Juvenile Court, bringing the “**Total Estimated Program Costs**” of FY 2010 Reclaim Ohio (510/401) up to **\$585,079.29** with the variance between the “**Total Grant Award**” and the “**Total Estimated Program Costs**” being funded by the Estimated Uncommitted Carryover Balance (as of June 30, 2009); and be it further

**RESOLVED,** that the Board of Commissioners authorized authorizes President of the Board of Commissioners, or his/her designee, to sign Amendment No. 1 to replace Attachment A. page 2 of the Grant Agreement; and be it further

**RESOLVED,** that a certified copy of this resolution be filed with the County Auditor, Department of Budget and Financial Management, and Juvenile Court; 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. 10-0588**

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**RE:**

**ACCEPT PROPOSAL OF TRAFFIC SAFETY ANALYSIS SYSTEMS AND SERVICES, INC. AND ENTER INTO AGREEMENT TO PERFORM THE 2010 CRASH DATA / HIGH HAZARD LOCATION ANALYSIS STUDY UPDATE ON ALL HIGHWAYS OUTSIDE MUNICIPAL BOUNDARIES IN PORTAGE COUNTY, OHIO.**

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

**WHEREAS,** the County Engineers Association of Ohio (CEAO) has made available federal grant money to fund 90% of the 2010 Crash Data / High Hazard Location Analysis Study Update totaling \$9,435.00, and

**WHEREAS,** the 2010 Crash Data / High Hazard Location Analysis Study Update updates the Local Roadway Centerline Base Map, Scrubs and locates all accidents from 2009 to September 30, 2010, develops a Local High-Hazard Location/Section Listing, Prepares

a Basic Traffic Crash Analysis for the Top Five Accident Locations, and Incorporates the Local High-Hazard Location/Section Listing into GIS and Access Database, and

**WHEREAS,** the Portage County Engineer has deemed it necessary to seek the services of a traffic engineering consultant, **Traffic Safety Analysis Systems and Services, Inc.**, to perform the 2010 Crash Data / High Hazard Location Analysis Study Update, now therefore be it

**RESOLVED,** that the Portage County Commissioners hereby accept the proposal of **Traffic Safety Analysis Systems and Services, Inc.**, to provide professional traffic engineering services for said 2010 Crash Data / High Hazard Location Analysis Study Update, and be it further

**RESOLVED,** that said professional traffic engineering services will be performed by **Traffic Safety Analysis Systems and Services, Inc.**, 1213 Stringtown Road, Grove City, OH, for a Lump Sum fee of \$9,435.00.

Voice vote was as follows:

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

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**RESOLUTION No. 10-0589 - RE: APPROVE PLANS AND SPECIFICATIONS AND SET DATE FOR ACCEPTING BIDS FOR THE LOVERS LANE RECONSTRUCTION PROJECT, LOCATED IN THE CITY OF RAVENNA AND RAVENNA TOWNSHIP, PORTAGE COUNTY, OHIO**

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

**WHEREAS,** the Portage County Engineer has secured Ohio Public Works Commission (OPWC) funding to help offset the cost of the Lovers Lane Reconstruction Project, located in the City of Ravenna and Ravenna Township, Portage County, Ohio, and

**WHEREAS,** plans and specifications for this project have now been completed and are on file with the Portage County Commissioners and the Portage County Engineer; now therefore be it

**RESOLVED,** that plans and specifications, as submitted, are approved for furnishing all labor, materials and equipment necessary for the Lovers Lane Reconstruction Project, located in the City of Ravenna and Ravenna Township, Portage County, Ohio, and be it further

**RESOLVED,** that sealed bids will be accepted by the Portage County Director of Internal Services, 7<sup>th</sup> Floor, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio 44266 until **3:00 P.M.**, Local Time, Wednesday, July 21, 2010, and be it further

**RESOLVED,** that Notice of Receiving Bids shall be published in the Record Courier on **July 2, 2010 and July 9, 2010** and a copy thereof be posted on the Official Bulletin Board of the Board of Portage County Commissioners forthwith, 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;

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**RESOLUTION No. 10-0590 - RE: ENTER INTO BUSINESS ASSOCIATE AGREEMENT WITH PORTAGE COUNTY HEALTH DEPARTMENT AS REQUIRED BY HIPAA.**

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

**WHEREAS,** Portage County Health Department has agreed to health services to the portage County Board of Commissioners; and

**WHEREAS,** as required by Health Insurance Portability and Accountability Act of 1996 (HIPAA), the Portage County Board of Commissioners must enter into a Business Associate agreement with the Portage County Health Department to provide compliance with the Privacy Rule of HIPAA; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby enter into a Business Associate agreement with **the Portage County Health Department, 449 S. Meridian St., Ravenna OH 44266** to provide compliance with the Privacy Rule of HIPAA; 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 §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. 10-0591**

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**RE:**

**ENTER INTO AN AGREEMENT BETWEEN THE PORTAGE COUNTY CHILD SUPPORT ENFORCEMENT AGENCY AND PORTAGE COUNTY CLERK OF COURTS – DOMESTIC DIVISION.**

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

**WHEREAS,** the Portage County Child Support Enforcement Agency requests authorization to enter into a IV-D Contract with the Portage County Clerk of Courts – Domestic Division; and

**WHEREAS,** it was determined through meetings/discussions between representatives of the Portage County Child Support Enforcement Agency and the Portage County Clerk of Courts that Clerking Services shall be purchased at the rate of Six and 44/100 dollars (\$6.44) per filing, not to exceed Eighty-six thousand nine hundred twenty-eight and 33/100 dollars (\$86,928.33);

**WHEREAS,** the IV-D Contract attached hereto as Exhibit A will be used to detail the terms of the relationship between the Portage County Child Support Enforcement Agency and Portage County Clerk of Courts – Domestic Division; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into a IV-D Contract between the Portage County Child Support Enforcement Agency and the Portage County Clerk of Courts – Domestic Division at the rate of Six and 44/100 dollars (\$6.44) per filing, not to exceed Eighty-six thousand nine hundred twenty-eight and 33/100 dollars (\$86,928.33); and be it further

**RESOLVED,** that the term of this agreement shall be from July 1, 2010 through June 30, 2011; and be it further

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

Voice Vote as follows:

Charles W. Keiper II, Yea;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0592

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RE: ENTER INTO AN AGREEMENT FOR PRC TANF  
SUBSIDIZED SUMMER EMPLOYMENT PROGRAM FOR  
YOUTH BETWEEN THE BOARD OF COMMISSIONERS ON  
BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF  
JOB & FAMILY SERVICES AND COLEMAN  
PROFESSIONAL SERVICES.

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

- WHEREAS,** the Portage County Board of Commissioners on behalf of the Portage County Department of Job & Family Services is in need of Prevention, Retention and Contingency (PRC) Temporary Assistance for Needy Families (TANF) Subsidized Summer Employment Program for Youth for eligible Portage County residents; and
- WHEREAS,** Requests for Proposals were sent to nine (9) potential service providers; and
- WHEREAS,** Fourteen (14) proposals were received, opened and tabulated on April 21, 2010; and
- WHEREAS,** Coleman Professional Services is willing and able to provide these services; and
- WHEREAS,** The Agreement form attached hereto as Exhibit A will be used to detail the terms of the relationship between the Portage County Department of Job & Family Services and Coleman Professional Services; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby enter into an Agreement between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and Coleman Professional Services with its principal place of business located at 5982 Rhodes Road, Kent, Ohio 44240, for the period June 1, 2010 through August 31, 2010; and be it further
- RESOLVED,** that the total amount of this Agreement is not to exceed Sixty-six thousand four hundred ninety-four and 46/100 dollars (\$66,494.46); and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in

those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Voice vote as follows:

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

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**RESOLUTION No. 10-0593 - RE: ENTER INTO AN AGREEMENT FOR PRC TANF SUBSIDIZED SUMMER EMPLOYMENT PROGRAM FOR YOUTH BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND COMMUNITY ACTION COUNCIL OF PORTAGE COUNTY, INC.**

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

- WHEREAS,** the Portage County Board of Commissioners on behalf of the Portage County Department of Job & Family Services is in need of Prevention, Retention and Contingency (PRC) Temporary Assistance for Needy Families (TANF) Subsidized Summer Employment Program for Youth for eligible Portage County residents; and
- WHEREAS,** Requests for Proposals were sent to nine (9) potential service providers; and
- WHEREAS,** Fourteen (14) proposals were received, opened and tabulated on April 21, 2010; and
- WHEREAS,** Community Action Council of Portage County, Inc. is willing and able to provide these services; and
- WHEREAS,** The Agreement form attached hereto as Exhibit A will be used to detail the terms of the relationship between the Portage County Department of Job & Family Services and Community Action Council of Portage County, Inc.; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby enter into an Agreement between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and Community Action Council of Portage County, Inc. with its principal place of business located at 1036 West Main Street, Ravenna, Ohio 44266, for the period June 1, 2010 through August 31, 2010; and be it further
- RESOLVED,** that the total amount of this Agreement is not to exceed Two hundred three thousand six hundred ninety-nine and 00/100 dollars (\$203,699.00); and be it further

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

Voice vote as follows:

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

\* \* \* \* \*  
**RESOLUTION No. 10-0594** - **RE: ENTER INTO AN AGREEMENT FOR PRC TANF SUBSIDIZED SUMMER EMPLOYMENT PROGRAM FOR YOUTH BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND FAMILY & COMMUNITY SERVICES, INC.**

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

**WHEREAS,** the Portage County Board of Commissioners on behalf of the Portage County Department of Job & Family Services is in need of Prevention, Retention and Contingency (PRC) Temporary Assistance for Needy Families (TANF) Subsidized Summer Employment Program for Youth for eligible Portage County residents; and

**WHEREAS,** Requests for Proposals were sent to nine (9) potential service providers; and

**WHEREAS,** Fourteen (14) proposals were received, opened and tabulated on April 21, 2010; and

**WHEREAS,** Family & Community Services, Inc. is willing and able to provide these services; and

**WHEREAS,** The Agreement form attached hereto as Exhibit A will be used to detail the terms of the relationship between the Portage County Department of Job & Family Services and Family & Community Services, Inc.; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby enter into an Agreement between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and Family & Community Services, Inc. with its principal place of business located at 705 Oakwood Street, Ravenna, Ohio 44266, for the period June 1, 2010 through August 31, 2010; and be it further

**RESOLVED,** that the total amount of this Agreement is not to exceed Three hundred sixty-six thousand seven hundred sixty-four and 76/100 dollars (\$366,764.76); and be it further

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

Voice vote as follows:

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

\* \* \* \* \*  
**RESOLUTION No. 10-0595** - **RE: APPROVE SPECIFICATIONS AND SET BID DATE FOR MODIFICATION OF THE ROOF AND ADDITIONAL OFFICE, RESTROOM, AND WAITING AREA SPACE AT THE BOARD OF DEVELOPMENTAL DISABILITIES BUS GARAGE FACILITY.**

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

**RESOLVED,** that the bid specifications, as designed by David L. Sommers, AIA, Architects for modification of the roof and additional office, restroom, and waiting area space at the board of Developmental Disabilities Bus Garage Facility be and hereby are approved; and be it further

**RESOLVED,** that sealed bids, therefore, will be accepted by the Director of Business Management, Portage County Board of Developmental Disabilities, 2606 Brady Lake Rd., Ravenna OH 44266 until 10:00 a.m. on August 11, 2010; and be it further

**RESOLVED,** that the notice of receiving bids shall be published in the Record Courier on July 6, 13, and 20, 2010 and a copy thereof be posted on the bulletin board of the Board forthwith; 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. 10-0596** - **RE: ENTER INTO A LEASE AGREEMENT BETWEEN FRANK A. GUY, SR. AND GERALDINE G. GUY AND THE PORTAGE COUNTY BOARD OF COMMISSIONERS FOR THE LEASE OF PROPERTY LOCATED AT 2970 STATE ROUTE 59 IN RAVENNA TOWNSHIP (Permanent Parcel Number 29-355-00-00-002-000).**

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

**WHEREAS,** Portage County is in need of a facility for the temporary storage of its Emergency Management vehicles and equipment and lessors Frank A. Guy, Sr. and Geraldine G. Guy have a facility that would meet this need; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into an agreement for the lease of property located at 2970 State Route 59, Ravenna Township, Portage County, Ohio (Permanent Parcel Number 29-355-00-00-002-000); and be it further

**RESOLVED,** that the Board of Commissioners agrees to pay lessors Frank A. Guy, Sr. and Geraldine G. Guy the total sum of One Thousand and 00/100 dollars (\$1,000.00) per month in rent; and be it further

**RESOLVED,** that the lease shall begin on July 20, 2010 and continue month to month until cancelled; and be if further

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

Voice vote as follows:

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

\* \* \*  
**RESOLUTION No. 10-0597** - **RE: SUPPORT THE FILING OF AN APPLICATION WITH THE UNITED STATES DEPARTMENT OF AGRICULTURE (USDA), FOR THE 2010 RURAL BUSINESS OPPORTUNITIES GRANT (RBOG).**

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

**WHEREAS,** the Portage County Regional Planning Commission is permitted to apply for 2010 USDA RBOG monies in the amount of \$215,364; and

**WHEREAS,** the Portage County Regional Planning Commission desires to utilize these monies for projects including: Agricultural Inventory of Portage County and surrounding communities; to Develop a Market Strategy and Business Plan; to Coordinate Local Agriculture Producers and Suppliers; to reconvene the Agriculture Advisory Board; To Update the Portage County Agriculture Protection Plan and to Provide Training to Farm Based Businesses from Portage County and Regionally of various market opportunities; now therefore be it

**RESOLVED,** that the Board of Portage County Board of Commissioners supports the filing of the 2010 RBOG in the amount of \$215,364, which includes an allocation of \$47,512 to be administered by the Portage County Regional Planning Commission; 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, Yea;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

\* \* \* \* \*  
**RESOLUTION No. 10-0598 - RE: AUTHORIZE THE JOINT ELECTRONIC APPLICATION WITH THE CITY OF KENT TO THE OHIO OFFICE OF JUSTICE PROGRAMS BUREAU OF JUSTICE ASSISTANCE GRANT (JAG) PROGRAM FOR GRANT YEAR FY 2010.**

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

**WHEREAS,** the Edward Byrne Memorial Justice Assistance Grant Program will allow states and local governments to support a broad range of activities to prevent and control crime and to improve the criminal justice system. The Justice Assistance Grant (JAG) Program replaces the Byrne Formula and Local Law Enforcement Block Grant (LLEBG) programs with a single funding mechanism that will simplify the administration process for grantees; and

- WHEREAS,** the procedure for allocating JAG funds is a formula based on population and crime statistics in combination with a minimum allocation to ensure that each state and territory receives an appropriate share; and
- WHEREAS,** jurisdictions certified as disparate must submit a joint application for the aggregate of funds allocated to them, specifying the amount of funds to be distributed to each unit of local government and the purpose for which the funds are to be used; and
- WHEREAS,** the City of Kent and Portage County Board of Commissioners have agreed to submit a joint electronic application for JAG funds, now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners hereby authorizes the submission of the a joint electronic application with the City of Kent to the Ohio Office of Justice Program for Grant Year 2010 for \$10,003.00; and be it further
- RESOLVED,** that Portage County accepts the Standard Assurances as detailed in OMB Approval Number 1121-0140; and be it further
- RESOLVED,** that the Board of Commissioners authorizes the President or Vice-President of the Board to sign the Certification of EEO Compliance by Subgrantee for this grant, if applicable and authorizes the online grant application process; and be it further
- RESOLVED,** that the Board of Commissioners authorizes the President or Vice-President of the Board to sign the Interlocal Agreement with the City of Kent indicating that the \$10,003.00 grant award will be divided between the two parties with \$3,500.00 going to Portage County Sheriff's Department, and \$6,503.00 going to the City of Kent Police Department; and be it further
- RESOLVED,** that Portage County accepts the Certifications regarding lobbying, debarment, suspension and other responsibility matters; and drug-free workplace requirements, as detailed in the grant application; 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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## RESOLUTIONS

June 24, 2010

1. Approval of Meeting Minutes from the June 22, 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./10-0581
3. Approve the wire transfer as presented by the County Auditor./10-0582
4. Approve the Journal Vouchers as presented by the County Auditor./10-0583
5. Approve Then & Now as presented by the County Auditor./10-0584
6. Approve the wire transfer to the Ohio Water Development Authority Services approved and certified to the Portage County Auditor for payment \$485,277.22/10-0585
7. Authorize the electronic application for the Ohio Department of Health FY2011 Women, Infants and Children (WIC) administration grant./10-0586
8. Amend Resolution No. 09-1034 dated November 5, 2009 accepting the 2010 Subsidy Grant Agreement for the State of Ohio Department of Youth Services Grant (Reclaim Ohio) on behalf of the Portage County Juvenile Court as presented by Lenny Sorboro, Director of Youth Rehabilitation./10-0587
9. Accept proposal of Traffic Safety Analysis Systems and Services, Inc. and enter into an agreement to perform the 2010 crash data/high hazard location analysis study update on all highways outside municipal boundaries in Portage County (County Engineer)./10-0588
10. Approve plans and specifications and set date for accepting bids for the Lovers Lane Reconstruction Project, located in the City of Ravenna and Ravenna Township, Portage County, Ohio (County Engineer)./10-0589

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## INVITATIONS/MEETING NOTICES

June 24, 2010

1. Invitation from NEOTEC for the 13<sup>th</sup> Annual Northeast Ohio Logistics Conference and Golf Open at Firestone Country Club on Tuesday, August 31, 2010. Registration details to follow.
2. Invitation for the Bridgestone PGA Tour, Tuesday-Sunday, August 3-8, 2010 Firestone Country Club.
3. Meeting notice for the NEFCO General Policy Board meeting on Wednesday, July 21, 2010, 8:30 AM at the Summa Health Center, Green.

4. Invitation from the County Engineer's Association of Ohio for the Ohio Traffic Engineering & Highway Safety Conference and Trade Show Wednesday-Thursday, July 28-29, 2010, Crowne Plaza North Hotel, Columbus.
5. Invitation to the County Commissioners Association of Ohio's Health Care and Education Affordability Reconciliation Act of 2010 on Tuesday, July 27, 2010 at 10:00 AM-12:00 PM. Reservations required determining accommodations for the presentation.
6. Meeting notice for the Western Reserve RC&D Council meeting Thursday, July 8, 2010, 9:00 AM-12:00 Noon at the Lorain Metroparks.

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**INCOMING CORRESPONDENCE  
DISCUSSION**

June 24, 2010

1. June 21, 2010 e-mail from Bob Wrentmore, Building Department to Joe Dillon, Motor Pool, regarding acceptance of the proposal to detail County Building Department vehicles through the Motor Pool/Information only
2. June 21, 2010 correspondence from Commissioner Daniel Claypool, Ashtabula County Commissioner, regarding Notice of Response from the Ohio Department of Job & Family Services to GAPP Inc. Request for Audit Tracking No. WIA-08-00007, Audit Period July 1, 2007-June 30, 2008/Information only
3. Undated correspondence (received June 22, 2010) from The Suffield League, requesting support of the annual Community Music Festival Friday-Saturday, August 13-14, 2010/Information only.
4. June 14, 2010 e-mail from Terri Burns, Job & Family Services, regarding a retirement celebration/Journal Entry the Board of Commissioners' purchase of cake and punch for the reception.

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**JOURNAL ENTRY**

June 24, 2010

1. Board of Commissioners' authorization requested to allow payment of the invoice for \$157.20 for Apiary services provided during May 2010 as presented by the Portage County Apiary Inspector, James Just.
2. Board of Commissioners' authorization requested to have Commissioner Frederick sign the Final 2010 Census Boundary Validation Program as presented by the Regional Planning Commission.

3. Board of Commissioners' authorization requested on the Payment Authorization Form for HEPA Environmental Services, Inc. for asbestos abatement services for \$1,000 as requested by the Regional Planning Commission. The B-Z-08-1CJ-1 Neighborhood Stabilization Program Grant Demolition Activity is funding this expense.
4. Board of Commissioners' signature requested on the purchase requisition for Neighborhood Development Services for Acquisition/Land Banking of 6668 Sumner, Ravenna for \$24,982.45 as requested by the Regional Planning Commission. The B-Z-08-1CJ-1 Neighborhood Stabilization Program Land Banking Activity is funding this expense.
5. Board of Commissioners' authorization requested on the Payment Authorization Form for the City of Ravenna for asbestos abatement services for property located at 468 S. Walnut St., Ravenna, OH for \$4,822.00 as requested by the Regional Planning Commission. The B-Z-08-1CJ-1 Neighborhood Stabilization Program Grant Demolition Activity is funding this expense.
6. Board of Commissioners' authorization requested on the Payment Authorization Form for architect services to rehabilitate unit at 164 Spruce St., Ravenna, OH for \$3,300.00 as requested by the Regional Planning Commission. The B-F09-062-1 Formula Grant Activity #03 Private Rental Rehab funding this expense.
7. The Board of Commissioners received the Weekly Report of Kennel population for the week ending June 20, 2010 as presented by Dave McIntyre, Dog Warden. The Board of Commissioners acknowledged receipt of \$3,732.50 in License Sales and \$626 for Impound fees.
8. June 21, 2010 e-mail from Michelle Ripley, Safety/Loss Control, requesting Board authorization the Portage County Solid Waste District to secure a financial assurance bond With CORSA, at no charge to the County, for the Scrap Tire Project.
9. The Board of Commissioners received the May 2010 Portfolio Report as presented by the Portage County Treasurer's Office.
10. The Board of Commissioners received the April 2010 Portfolio Report as presented by the Portage County Treasurer's Office.
11. June 22, 2010 e-mail from Chris Craycroft, Park District, requesting insurance coverage of the Tinker's Creek Watershed Festival at the Streetsboro City Park from 11:00 AM-3:00 PM on Sunday, September 19, 2010. Referred to the Human Resources Department. (NOTE: The Board of Commissioners received comment from Michelle Ripley indicating the same procedures should be followed as County entities).
12. Board of Commissioners' authorization requested to reimburse the Regional Planning Commission from Grant B-Z-08 Neighborhood Stabilization Program for administrative fees not previously billed February 8, 2010 to April 4, 2010 for \$6508.94 as requested by the Regional Planning Commission. Documents reviewed by the Department of Budget & Finance with no exceptions noted.

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**REFERRED**

June 24, 2010

1. June 18, 2010 memo from Cynthia Giles, US Environmental Protection Agency, regarding Renovation, Repair and Painting Rules. Referred to Regional Planning Commission.
2. June 14, 2010 correspondence from Michael Hiler, Ohio Department of Development, including the Notice of Project Specific Release of Funds Respecting Environmental Grant Conditions for the Revolving Loan Fund Grant. Referred to Neighborhood Development Services.
3. June 16, 2010 correspondence from Matthew Bodnar, Aetna, regarding employee benefits solutions for public and labor sector organizations. Referred to Human Resources Department.
4. June 21, 2010 correspondence from Peter Orlando, Boy Scouts of America, requesting a proclamation for Jonathan Miller's Eagle Scout ceremony on Wednesday, July 21, 2010. Referred to Executive Assistant.

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**PLEASE ADD TO THE AGENDA**

June 24, 2010

1. Board of Commissioners' authorization requested to allow the electronic filing of the Quarterly Financial Status Report to the Office of Criminal Justice Services for period March 16, 2010 through June 15, 2010 for the Portage County Collaboration of Advocacy for \$10423.33, Grant No. 2009-RA-D01-2184, as presented by the Department of Budget and Financial Management/Journal Entry.
2. Board of Commissioners' authorization requested to allow the electronic filing of the Quarterly Financial Status Report to the Office of Criminal Justice Services for period March 16, 2010 through June 15, 2010 for Courtroom Deputies for \$13,641.48 for Grant No. 2009-RA-A02-2323, as presented by the Department of Budget and Financial Management/Journal Entry.
3. Board of Commissioners' authorization requested to allow the electronic filing of the Quarterly Jobs Report to the Office of Criminal Justice Services for period April 1, 2010 through June 15, 2010 for the Portage County Collaboration of Advocacy, Grant No. 2009-RA-D01-2184, as presented by the Department of Budget and Financial Management/Journal Entry.
4. Board of Commissioners' authorization requested to allow the electronic filing of the Quarterly Jobs Report to the Office of Criminal Justice Services for period April 1, 2010 through June 15, 2010 for Cruiser Replacement Grant No. 2009-RA-A02-2286, as presented by the Department of Budget and Financial Management/Journal Entry.

5. Board of Commissioners' authorization requested to allow the electronic filing of the Quarterly Jobs Report to the Office of Criminal Justice Services for period April 1, 2010 through June 15, 2010 for Courtroom Deputies for Grant No. 2009-RA-A02-2323, as presented by the Department of Budget and Financial Management/Journal Entry.
6. Board of Commissioners' authorization requested to allow the electronic filing of the Quarterly Financial Status Report to the Office of Criminal Justice Services for period March 16, 2010 through June 15, 2010 for Cruiser Replacement for Grant No. 2009-RA-A02-2286, as presented by the Department of Budget and Financial Management/Journal Entry.
7. Support the filing of an application with the US Department of Agriculture (USDA) for the 2010 Rural Business Opportunities Grant (RBOG) as requested by the Regional Planning Commission/10-0597.
8. Discussion: June 29, 2010 LEPC Table Top Exercise 1:00 PM at the EOC/Commissioners Smeiles and Frederick will attend.
9. The Board of Commissioners received the Draft Annual Budget for the fiscal year commencing January 1, 2011, as presented by the Department of Budget & Financial Management. (Entire packet in share file). The budget will be on display until the July 13, 2010 public hearing.
10. June 18, 2010 correspondence from the Ohio Department of Job & Family Services advising that an administrative review is not available for the 2007 Audit, as requested in a June 15, 2010 correspondence from Portage County Assistant Chief Prosecuting Attorney Denise Smith/Journal Entry receipt.

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**INFORMATION ONLY**

June 24, 2010

1. June 18, 2010 memo from Michael Colbert, Ohio Job & Family Services, regarding initial county share of public assistance expenditures – mandated share State Fiscal Year 2011/Forwarded to the Department of Budget & Financial Management.
2. June 16, 2010 correspondence from Joseph Hadley, NEFCO, including a full packet from today's General Policy Board meeting.
3. June 18, 2009 correspondence from Shannon Seyer, Budget Meals, regarding the organization.
4. The Board of Commissioners received the June 22, 2010 notice regarding upcoming lane restrictions on Interstate 76 for bridge work as presented by Ohio Department of Transportation.

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## JOURNAL ENTRY

June 24, 2010

Vol. 72, Page \_\_\_\_\_

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

1. The Board of Commissioners authorized payment of the invoice for \$157.20 for Apiary services provided during May 2010, as presented by the Portage County Apiary Inspector James Just.
2. The Board of Commissioners authorized Commissioner Frederick to sign the Final 2010 Census Boundary Validation Program, as presented by the Regional Planning Commission.
3. The Board of Commissioners signed the Payment Authorization Form for HEPA Environmental Services, Inc. of Rootstown, for asbestos abatement services for \$1,000, as presented by the Regional Planning Commission. The B-Z-08-1CJ-1 Neighborhood Stabilization Program Grant Demolition Activity is funding this expense.
4. The Board of Commissioners signed the purchase requisition for Neighborhood Development Services for Acquisition/Land Banking of 6668 Sumner Road in Ravenna for \$24,982.45, as presented by the Regional Planning Commission. The B-Z-08-1CJ-1 Neighborhood Stabilization Program Land Banking Activity is funding this expense.
5. The Board of Commissioners signed the Payment Authorization Form for the City of Ravenna for asbestos abatement services for property located at 468 South Walnut Street in Ravenna for \$4,822.00, as presented by the Regional Planning Commission. The B-Z-08-1CJ-1 Neighborhood Stabilization Program Grant Demolition Activity is funding this expense.
6. The Board of Commissioners signed the Payment Authorization Form for Theodore Manfrass, AIA of Ravenna for architectural services to rehabilitate the unit located at 164 Spruce Street in Ravenna for \$3,300.00, as presented by the Regional Planning Commission. The B-F09-062-1 Formula Grant Activity #03 Private Rental Rehab funding this expense.
7. The Board of Commissioners acknowledged the receipt of the Weekly Report of Kennel population for the week ending June 20, 2010, as presented by Dave McIntyre, Dog Warden. The Board of Commissioners also acknowledged the receipt of \$3,732.50 in License Sales and \$626 for Impound fees.
8. The Board of Commissioners authorized Portage County Safety & Loss Control Coordinator Michelle Ripley to secure a financial assurance bond from CORSA, at no charge to the County, for the Portage County Solid Waste Management District Scrap Tire Project.
9. The Board of Commissioners acknowledged the receipt of the May 2010 Portfolio Report, as presented by the Portage County Treasurer.

10. The Board of Commissioners acknowledged the receipt of the April 2010 Portfolio Report, as presented by the Portage County Treasurer.
11. In response to the June 22, 2010 request from Portage Park District Executive Director Chris Craycroft, the Board of Commissioners authorized insurance coverage for the Park District for the Tinker's Creek Watershed Festival to be held at the Streetsboro City Park from 11:00 AM-3:00 PM on Sunday, September 19, 2010. The Safety & Loss Control Coordinator to work with Director Craycroft to acquire the necessary certifications.
12. The Board of Commissioners authorized reimbursement to the Regional Planning Commission from Grant B-Z-08 Neighborhood Stabilization Program for administrative fees not previously billed for the time period February 8, 2010 to April 4, 2010 for \$6508.94, as presented by the Regional Planning Commission. Documents reviewed by the Department of Budget & Finance with no exceptions noted.
13. The Board of Commissioners authorized the electronic filing of the Quarterly Financial Status Report to the Office of Criminal Justice Services for the time period March 16, 2010 through June 15, 2010 for the Portage County Collaboration of Advocacy for \$10423.33, Grant No. 2009-RA-D01-2184, as presented by the Department of Budget and Financial Management.
14. The Board of Commissioners authorized the electronic filing of the Quarterly Financial Status Report to the Office of Criminal Justice Services for the time period March 16, 2010 through June 15, 2010 for Courtroom Deputies for \$13,641.48 for Grant No. 2009-RA-A02-2323, as presented by the Department of Budget and Financial Management.
15. The Board of Commissioners authorized the electronic filing of the Quarterly Jobs Report to the Office of Criminal Justice Services for the time period April 1, 2010 through June 15, 2010 for the Portage County Collaboration of Advocacy, Grant No. 2009-RA-D01-2184, as presented by the Department of Budget and Financial Management.
16. The Board of Commissioners authorized the electronic filing of the Quarterly Jobs Report to the Office of Criminal Justice Services for the time period April 1, 2010 through June 15, 2010 for Cruiser Replacement Grant No. 2009-RA-A02-2286, as presented by the Department of Budget and Financial Management.
17. The Board of Commissioners authorized the electronic filing of the Quarterly Jobs Report to the Office of Criminal Justice Services for the time period April 1, 2010 through June 15, 2010 for Courtroom Deputies for Grant No. 2009-RA-A02-2323, as presented by the Department of Budget and Financial Management.
18. The Board of Commissioners authorized the electronic filing of the Quarterly Financial Status Report to the Office of Criminal Justice Services for the time period March 16, 2010 through June 15, 2010 for Cruiser Replacement for Grant No. 2009-RA-A02-2286, as presented by the Department of Budget and Financial Management.

19. The Board of Commissioners acknowledged the receipt of the June 18, 2010 correspondence from Chief Legal Counsel Lewis George, Office of Legal and Acquisition Services, Ohio Department of Job & Family Services advising that an administrative review is not available for the 2007 Audit, as requested in a June 15, 2010 correspondence from Portage County Assistant Chief Prosecuting Attorney Denise Smith.
20. The Board of Commissioners approved a budget not to exceed \$500 for the July 9, 2010 Portage County Tour for NEOUCOM President Gershen and staff.
21. The Board of Commissioners signed the letter of support to Lawrence E. Strickling, Assistant Secretary for Communications and Information, National Telecommunications and Information Administration (NTIA), U.S. Department of Commerce, for the Connect Ohio application for funding for the State Broadband Data and Development grant program, as presented by Brian Kelley, CIO, Portage County Information Technology Services.
22. The Board of Commissioners agreed to pay for a cake and punch in an amount not to exceed \$75.00 for the internal Farewell Reception in August 2010 for Department of Job & Family Services Director Anita Herington.

Commissioner Smeiles absent, motion carries.

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We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting on **June 24, 2010**. There being no further business to come before the Board, it was moved by Maureen T. Frederick, seconded by Charles W. Keiper II to adjourn the official meeting at **10:41 AM**. Commissioner Smeiles absent, motion carries.

Charles W. Keiper II, President

Maureen T. Frederick, Board Member

Christopher Smeiles, Vice President

Deborah Mazanec, Clerk

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