

Thursday, July 22, 2010

The Board of County Commissioners met in regular session on **Thursday, July 22, 2010 at 10:30 AM** with the following members present:

Maureen T. Frederick

Christopher Smeiles

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It was moved by Maureen T. Frederick, seconded by Christopher Smeiles to approve the meeting minutes of the July 20, 2010 meeting. Commissioner Keiper absent, motion carries

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Absent: Charles W. Keiper II on vacation

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

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INTERNAL SERVICES

Present: JoAnn Townend, Jim Manion

DISCUSSION

The Director noted that the Microfilm Department requires an additional \$1,500.00 for film and processing to finish 2010. The Microfilm Director suggested that he go to the Clerk of Courts and/or the Judges to determine availability of funds in their budgets. Director Townend will check to see if the Cost Allocation Plan covers those charges. Is this a mandated service? JoAnn Townend has asked the Prosecutor's Office that question and is still awaiting a response. She will investigate.

The State Auditor's office is bringing a larger workforce than usual and would like permission to use Jim Manion's office (Room 617) once he retires at the end of July through the end of November 2010. The Board of Commissioners agreed to that request.

Director Townend offered her services when the Director of General Services retired July 30, 2010. The Board of Commissioners agreed that JoAnn Townend and Jim Manion should meet to discuss the specifics. Mr. Manion will let his departments know Director Townend will assume his responsibilities.

The Board of Commissioners agreed that Director Townend should send out the newly adopted Vehicle Policy to Elected Officials and Department Heads via email.

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RESOLUTIONS

1. Enter into an agreement for PRC emergency shelter services with Family and Community Services for

JFS 7/1/10 through 6/30/11./10-0681

2. Enter into an agreement for PRC homeless shelter services with Family and Community Services for JFS 7/1/10 through 6/30/11./10-0682
3. Enter into an agreement for PRC domestic violence services “safer futures” with Family and Community Services for JFS 7/1/10 through 6/30/11./10-0683
4. Enter into an agreement for Help Me Grow Service Coordination with Family & Community Services for JFS 7/1/10 – 6/30/11./10-0684
5. Enter into an affiliation agreement with the University of Akron School of Nursing for WIC./10-0685
6. Enter into an affiliation agreement with the University of Akron School of Family and Consumer Sciences for WIC./10-0686
7. Enter into an agreement with Cope Treatment Centers for operation of the dual diagnosis offender’s clinic program in Adult Probation 7/1/10 through 6/30/11./10-0687
8. Enter into an agreement with Timothy Khol, Ph.D. for operation of the dual diagnosis offender’s clinic program in Adult Probation 7/1/10 through 6/30/11./10-0688
9. Enter into a temporary license agreement with Steve Pisarchik, an apprentice falconer, to enter and walk on County property through March 10, 2011./10-0689
10. Approve specifications and set the bid date for 164 E. Spruce Street (Coleman Professional Services) for Regional Planning./10-0690
11. Declare the necessity to purchase a vehicle for use by the Portage County Municipal Court/10-692

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Director Jim Manion and Director Karen U’Halie attending to present the Board with an attendance record for a department under Mr. Manion’s authority.

Director Jim Manion asked if the Board wants him to send a notice to the six departments (Maintenance, Office of Homeland Security and Emergency Management, Security, Senior Center, WIC and Building) indicating that during the interim, the Internal Services Director will be signing leave forms, payroll, etc. effective July 30, 2010.

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HUMAN RESOURCES

Present: Karen U'Halie, Barb Fleishman, Allison Box

The Director presented the draft correspondence to be posted at The Woodlands at Robinson regarding the visitation policy. The Board of Commissioners approved and signed the correspondence. Commissioner Keiper gave verbal approval to use his signature.

10:50 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Maureen T. Frederick**, seconded by **Christopher Smeiles** that the Board of Commissioners move into executive session regarding employment and staffing issues at The Woodlands at Robinson. **Also present:** Human Resources Department Director Karen U'Halie, Barb Fleishman, Allison Box. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Absent; Maureen T. Frederick, Yea.

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

After exiting executive session, the Board took action by authorizing three (3) Journal Entries.

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JOB & FAMILY SERVICES

Present: Anita Herington, Karen U'Halie, Attorney Ron Habowski

- I. The Director presented the timeliness reports for the OWF and Food Assistance for June 2010.
- II. The Director presented the OWF, Medicaid and Food Assistance statistics for June 2010.
- III. The Director presented the CSEA Performance report for June 2010.

The Board asked Director Herington to compile statistics for the State showing an increase in the number and time frame of financial hardships within Portage County. Director Herington indicated she is currently working with Prosecutor Denise Smith and has a meeting with her tomorrow for review. The Board offered Executive Assistant Charlene Badger's assistance, if needed.

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11:25 AM In accordance with the Ohio Rev. Code Ann. (121.22(G)(4), it was moved by **Maureen T. Frederick**, seconded by **Christopher Smeiles** that the Board of Commissioners move into executive session to discuss bargaining issues and a discipline issue. **Also present:** JFS Director Herington, Human Resources Department Director Karen U'Halie, and Attorney Ron Habowski. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Absent; Maureen T. Frederick, Yea.

11:55 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, Absent; Maureen T. Frederick, Yea.

After exiting Executive Session, the Board of Commissioners took action by Journal Entry and adopted Resolution 10-0693

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Karen Garman attending to discuss the funding for the Infirmary Road garage. She indicated the total project cost is \$1.5 or \$1.6 million and \$288,000 of that is grant funding. Commissioner Frederick understood the total cost would be funded by a stimulus grant. Ms. Garman indicated the first set of stimulus money was \$288,000 and the State indicated Portage County would receive additional money, but the State was wrong. The only amount Portage County will be receiving is \$288,000. Commissioner Frederick asked at what juncture was the Board made aware of this lack of funding and what is the impact on expenditures? Ms. Garman replied when this project was first approved, it was approved for the \$288,000 out of the \$1.6 million. Commissioner Smeiles asked if we were going to bond over the \$1.6 million. Ms. Garman indicated there's a cash advance for it which has brought Fund 5200 cash down to \$2.5 million (which usually carried \$4.5 million). Currently Ms. Garman is working on a list of projects for the Board. She also indicated another option is to finance the \$1.6 along with some additional smaller projects. Commissioner Frederick suggested a work session when Director Huff returns.

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Director Tillis and Director U'Halie attending to discuss the agenda for the August 5, 2010 work session. The Board would like Department of Budget & Financial Management to prepare the following:

- (A) Projection for year-end and year-to-date budgets reports for each department
- (B) An analysis of cost savings for both a 36 and 32 hour work week for operations that aren't 24/7.
- (C) Research possible duplicate fee payments (ie. NEFCO).

Payment reimbursement by the State for defense transcript fees as requested by Rebecca Park. Discussion with Prosecutor's office on August 3, 2010.

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RESOLUTION No. 10-0675 - 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 July 22, 2010 in the total payment amount of **\$3,819,081.94 for Funds 0001-7218** 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, Absent; Christopher Smeiles, Yea; Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0676 - RE: WIRE TRANSFER 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 July 22, 2010 in the total payment amount as follows:

1. \$106,604.47 for Medical Mutual Claims-Fund 7101; and
2. \$ 5,962.78 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, July 23, 2010	\$ 106,604.47
Wire Transfer on Friday, July 23, 2010	\$ 5,962.78

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, Absent; Christopher Smeiles, Yea; Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0677 - 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:

07/21/10	962	\$ 616,478.72
07/21/10	944	3,641.08
07/21/10	960	25,247.85
07/22/10	1010	81,000.00
Total		\$ 726,367.65

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, Absent; Christopher Smeiles, Yea; Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0678 - 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 **\$104,810.10** as set forth in Exhibit “A” dated **July 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, Absent; Christopher Smeiles, Yea; Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0679 - RE: AMEND RESOLUTION 10-0626: AUDITOR CERTIFICATION FOR PORTAGE COUNTY COMBINED HEALTH DISTRICT 0.4 MILL LEVY.

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

WHEREAS, the Portage County Board of Commissioners adopted Resolution 10-0626 on July 1, 2010 requesting that the Portage County Auditor certify to the Board the total current tax valuation of the subdivision, and the dollar amount of revenue that would be generated by the additional levy of county wide 0.4 mill for five years commencing with the **2011 tax year**; and

WHEREAS, the Portage County Combined General Health District adopted Resolution 10-66 on July 20, 2010 changing the commencement date to the **2010 tax year**; now therefore be it

RESOLVED, that the Board of Commissioners agrees to amend the tax year; and be it further

RESOLVED, that this resolution amends and supersedes Resolution 10-0626 and shall read in its entirety as follows:

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WHEREAS, the Portage County Combined General Health District adopted Resolution 10-66 declaring the necessity to levy a tax in excess of the ten-mill limitation and place on the ballot at the next General Election on November 2, 2010 for an additional four-tenths (0.4) of a mill for the benefit of the Portage County Combined General Health District; and

WHEREAS, the current millage within the ten mill limitation is insufficient; now therefore be it the Board of Portage County Commissioners pursuant to R.C. section 5705.03, requests that the Portage County Auditor certify to the Board the total current tax valuation of the subdivision, and the dollar amount of revenue that would generated by the additional levy of county wide 0.4 mill for five years commencing with the 2010 tax year; and be it further on

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 inclusive of R.C. section 121.22.

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

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RESOLUTION No. 10-0680 - RE: DECLARING THE NECESSITY OF AND PLACING ON THE BALLOT OF THE NOVEMBER 2, 2010 GENERAL ELECTION AN ADDITIONAL LEVY OF FOUR-TENTHS (0.4) MILL FOR BENEFIT OF THE PORTAGE COUNTY GENERAL HEALTH DISTRICT.

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

WHEREAS, the Board of Health of the Portage County General Health District certified to the Portage County Board of Commissioners, through its Resolution No. 10-66, that the amount of money necessary to meet the expenses of its General Health District will not be forthcoming to the Board of Health of such district out of the district health fund because the taxes within the ten-mill limitation will be insufficient; and

WHEREAS, the Board of Health of the Portage County General Health District, in accordance with Section 3709.29 of the Ohio Revised Code, requests that the Portage County Board of

Commissioners (“Board”) place on the ballot at the next General Election, which is to occur on November 2, 2010, an additional levy of four-tenths (0.4) mill for the current expenses of the Portage County General Health District for tax years 2010, 2011, 2012, 2013, and 2014; now therefore be it

RESOLVED, that the Board of Commissioners hereby declares that the amount of money necessary to meet the expenses of the General Health District will not be forthcoming to the Board of Health of such district out of the district health fund because the taxes within the ten-mill limitation will be insufficient; and be it further

RESOLVED, that the Board shall certify the following language to the Board of Elections, Portage County, Ohio for placement on the ballot at the next general election on November 2, 2010:

“An additional tax for the benefit of THE PORTAGE COUNTY GENERAL HEALTH DISTRICT for the purpose of PROVIDING FUNDS FOR THE CURRENT EXPENSES OF THE PORTAGE COUNTY GENERAL HEALTH DISTRICT at a rate not exceeding FOUR-TENTHS (0.4) MILL for each one dollar of valuation, which amounts to FOUR CENTS (\$0.04) for each one hundred dollars of valuation, for five years, commencing in 2010, first due in calendar year 2011”;

and be it further

RESOLVED, that the aforementioned four-tenths (0.4) mill additional tax levy shall be placed on the tax list for the tax years 2010, 2011, 2012, 2013, and 2014; and be it further

RESOLVED, that the Portage County Auditor has certified the tax valuation and funds to be generated by the four-tenths (0.4) mill additional tax levy; and be it further

RESOLVED, that the Clerk of the Board of Commissioners shall deliver a certified copy of this resolution to the Board of Elections no later than 4 o’clock p.m. August 4, 2010; and be it further

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

Voice vote as follows:

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

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RESOLUTION No. 10-0681

RE: ENTER INTO AN AGREEMENT FOR PREVENTION, RETENTION AND CONTINGENCY (PRC) EMERGENCY SHELTER SERVICES BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND FAMILY & COMMUNITY SERVICES, INC.

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

- WHEREAS,** the Portage County Department of Job & Family Services is in need of Prevention, Retention and Contingency (PRC) Emergency Shelter Services for eligible Portage County residents; and
- WHEREAS,** Requests for Proposals were sent to eleven (11) potential service providers; and
- WHEREAS,** One (1) proposal was received, opened and tabulated for emergency shelter services 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, Suite #221, Ravenna, Ohio 44266, for the period July 1, 2010 through June 30, 2011, with the option of a one (1) year agreement extension; and be it further
- RESOLVED,** that the total amount of this Agreement is not to exceed Twenty-five thousand and 00/100 dollars (\$25,000.00); and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Voice vote as follows:

Charles W. Keiper II, Absent;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0682 - RE: ENTER INTO AN AGREEMENT FOR PREVENTION, RETENTION AND CONTINGENCY (PRC) HOMELESS SHELTER SERVICES BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND FAMILY & COMMUNITY SERVICES, INC.

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

WHEREAS, the Portage County Department of Job & Family Services is in need of Prevention, Retention and Contingency (PRC) Homeless Shelter Services for eligible Portage County residents; and

WHEREAS, Requests for Proposals were sent to eleven (11) potential service providers; and

WHEREAS, One (1) proposal was received, opened and tabulated for homeless shelter services 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, Suite #221, Ravenna, Ohio 44266, for the period July 1, 2010 through June 30, 2011, with the option of a one (1) year agreement extension; and be it further

RESOLVED, that the total amount of this Agreement is not to exceed One hundred nine thousand nine hundred eighty-nine and 75/100 dollars (\$109,989.75); 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, Absent; Christopher Smeiles, Yea; Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0683 - **RE: ENTER INTO AN AGREEMENT FOR PREVENTION, RETENTION AND CONTINGENCY (PRC) DOMESTIC VIOLENCE SERVICES “SAFER FUTURES” 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 Maureen T. Frederick, seconded by Christopher Smeiles that the following resolution be adopted:

- WHEREAS,** the Portage County Department of Job & Family Services is in need of Prevention, Retention and Contingency (PRC) Domestic Violence Services for eligible Portage County residents; and
- WHEREAS,** Requests for Proposals were sent to eleven (11) potential service providers; and
- WHEREAS,** One (1) proposal was received, opened and tabulated for domestic violence services 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, Suite #221, Ravenna, Ohio 44266, for the period July 1, 2010 through June 30, 2011, with the option of a one (1) year agreement extension; and be it further
- RESOLVED,** that the total amount of this Agreement is not to exceed One hundred ten thousand seventeen and 62/100 dollars (\$110,017.62); 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, Absent;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0684

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RE:

ENTER INTO AN AGREEMENT FOR HELP ME GROW SERVICE COORDINATION 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 Maureen T. Frederick, seconded by Christopher Smeiles that the following resolution be adopted:

WHEREAS, the Portage County Department of Job & Family Services is in need of service coordination for the Help Me Grow (HMG) program for eligible Portage County residents; and

WHEREAS, Requests for Qualifications were sent to five (5) potential service providers; and

WHEREAS, One (1) proposal was received, opened and tabulated for HMG service coordination on June 23, 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, Suite #221, Ravenna, Ohio 44266, for the period July 1, 2010 through June 30, 2011, with the option to extend the agreement two (2) additional years; and be it further

RESOLVED, that the total amount of this Agreement is not to exceed Three hundred thousand and 00/100 dollars (\$300,000.00); and be it further

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

Voice vote as follows:

Charles W. Keiper II, Absent;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 10-10-0685

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RE:

**ENTER INTO A PRELICENSURE AFFILIATION AGREEMENT
BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF
OF WIC AND THE UNIVERSITY OF AKRON**

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

WHEREAS, the Portage County Board of Commissioners and the University of Akron desire to cooperate in establishing a continuing educational relationship to assist in the education of students whereby the College of Nursing may utilize the education experience offered by the WIC clinical facilities; and

WHEREAS, WIC operates a facility with the capacity to provide a site for clinical teaching and practical education for students enrolled in the University's College of Nursing to improve the quality of care while providing an environment conducive to education, to improve its recruitment as an affiliate clinical program ; and

WHEREAS, the University's College of Nursing desires to obtain for its students through WIC the benefit of education and experience needed by them in meeting their required program objectives of providing students with necessary clinical experience to prepare them for nursing careers, providing students and faculty with the opportunity to stay current in the nursing field and to maintain strong ties to area facilities; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into a Prelicensure affiliation agreement between the Board and the University of Akron to participate in educational programs for nursing students; and be it further

RESOLVED, as there is no monetary consideration passing between the parties, consideration shall be the mutual benefit derived by the Parties from the delivery of educational services to future medical professionals within Portage County, Ohio; 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 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, Absent;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0686

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RE: ENTER INTO AN AFFILIATION AGREEMENT BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF WIC AND THE UNIVERSITY OF AKRON SCHOOL OF FAMILY AND CONSUMER SCIENCES

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

WHEREAS, the Portage County Board of Commissioners and the University of Akron desire to cooperate in establishing a continuing educational relationship to assist in the education of students whereby the School of Family and Consumer Sciences may utilize the education experience offered by the WIC clinical facilities; and

WHEREAS, WIC operates a facility with the capacity to provide a site for clinical teaching and practical education for students enrolled in the School of Family and Consumer Sciences Didactic Program in Dietetics and Coordinated Program in Dietetics to provide an environment conducive to education, to improve its recruitment as an affiliate clinical program ; and

WHEREAS, the University’s School of Family and Consumer Sciences desires to obtain for its students through WIC the benefit of education and experience needed by them in meeting their required program objectives of providing students with necessary clinical experience to prepare them for their dietetic careers, providing students and faculty with the opportunity to stay current in the dietetics field and to maintain strong ties to area facilities; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into an affiliation agreement between the Board and the University of Akron to participate in educational programs for dietetic students; and be it further

RESOLVED, as there is no monetary consideration passing between the parties, consideration shall be the mutual benefit derived by the Parties from the delivery of educational services to future dietetic professionals within Portage County, Ohio; 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 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, Absent;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0687

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RE:

ENTER AN AGREEMENT BETWEEN THE PORTAGE COUNTY COMMISSIONERS AND COPE TREATMENT CENTERS INC.

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

WHEREAS,

Portage County has received funds, as the result of a grant received through the Ohio Department of Rehabilitation and Corrections, to operate a Dual Diagnosis Offender's Clinic Program that has been implemented at the Portage County Adult Probation Offices in Ravenna, Ohio; now therefore be it

RESOLVED,

that the Board of Commissioners hereby agrees to engage the **COPE Treatment Centers, Inc. (CTC) 4171 W. Middletown Rd., Canfield OH 44406**, to perform consulting services for the period of July 1, 2010 through June 30, 2011, in an amount not to exceed Three thousand six hundred and 00/100 dollars (\$3,600.00); 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 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, Absent;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0688

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RE:

ENTER AN AGREEMENT BETWEEN THE PORTAGE COUNTY COMMISSIONERS AND TIMOTHY KHOL, PH.D.

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

WHEREAS,

Portage County has received funds, as the result of a grant received through the Ohio Department of Rehabilitation and Corrections, to operate a Dual Diagnosis Offender's Clinic Program that has been implemented at the Portage County Adult Probation Offices in Ravenna, Ohio; now therefore be it

RESOLVED, that the Board of Commissioners hereby agrees to engage the **Consultant, Timothy Khol of Portage Psychological, 1766 Rugg Street, Kent Ohio 44240**, to perform consulting services for the period of July 1, 2010 through June 30, 2011, in an amount not to exceed Twenty two thousand one hundred fifty and 00/100 dollars (\$22,150.00); 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 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, Absent; Christopher Smeiles, Yea; Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0689 - RE: ENTER INTO A TEMPORARY LICENSE AGREEMENT WITH STEVE PISARCHIK, FOR PERMISSION TO ENTER AND WALK ON PORTAGE COUNTY PROPERTY.

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

WHEREAS, Steve Pisarchik, an apprentice falconer, has requested permission to enter and walk behind the Portage County Water Resources Laboratory, Portage County Justice Center, Portage County Juvenile Detention Center and Dog Warden Facility, located on Infirmary Road in Shalersville, Ohio for the purpose of walking the grounds during falconry season; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby agree to enter into a temporary license agreement between the Board of Commissioners and Steve Pisarchik for permission to walk behind the Portage County Water Resources Laboratory, Portage County Justice Center, Portage County Juvenile Detention Center and Dog Warden Facility, located in Shalersville, Ohio during falconry season which runs through March 10, 2011 during daylight hours only; 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 as follows:

Charles W. Keiper II, Absent;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0690

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RE:

APPROVE SPECIFICATIONS AND SET DATE FOR BID OF THE COLEMAN PROFESSIONAL SERVICES 2009 CDBG RESIDENCE REMODELING PROJECT, 164 EAST SPRUCE STREET, RAVENNA, OHIO, 44266

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

RESOLVED, that the bid specifications for receiving bids to remove and replace the roof, exterior doors and screen doors, hardware, new wood deck, boiler system, cast iron and galvanized water piping in basement located at 164 East Spruce Street in the City of Ravenna for Coleman Professional Services, be approved; and be if further

RESOLVED, that sealed bids, therefore, will be accepted by the Director of the Portage County Office of Internal Services, 7th floor, Room 701, Portage County Administration Building, 449 South Meridian Street, Ravenna, Ohio until 3:00 p.m., August 11, 2010 and publicly opened and read; and be it further

RESOLVED, that the notice of receiving bids shall be published in the Record Courier on July 25, 2010 and on the County’s website and a copy thereof be posted on the bulletin board of the Board forthwith; and be it further

RESOLVED, that a pre-bid meeting will be held on August 4, 2010 at 9:00 a.m. at the site; 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, Absent;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0691

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RE:

CASH ADVANCE - FROM FUND 0001, GENERAL FUND TO FUND 1111, SHERIFF

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

WHEREAS, Fund 1111 is in need of interim cash until grant revenues are received; now therefore be it
RESOLVED, that the following cash advance be made in the amount of \$ 20,000.00:

FROM:

FUND 0001, GENERAL FUND

ORGCODE- 00100009

Debit Expense Account

Object 920000 - Advances-Out \$20,000.00

TO:

FUND 1111, SHERIFF COURTROOM DEPUTIES

ORGCODE - 11117302

Credit Revenue Account

Revenue Source 290000 - Advances-In \$ 20,000.00

and be it further

RESOLVED, that the cash advance will be repaid when grant revenues are received; and be it further

RESOLVED, that the County Auditor is hereby requested to make said cash advance by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, the Portage County Sheriff and the Department of Budget & Financial Management, and be it further

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

Roll call vote as follows:

Charles W. Keiper II, Absent; Christopher Smeiles, Yea; Maureen T. Frederick, Yea;
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RESOLUTION No. 10-0692 - RE: DECLARE THE NECESSITY TO PURCHASE A VEHICLE FOR USE BY THE PORTAGE COUNTY MUNICIPAL COURT.

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

WHEREAS, pursuant to ORC 307.41 the Portage County Board of Commissioners declares it necessary to purchase One (1) 2010 Ford Focus vehicle, to be used by the Portage County Municipal Court for use by the out bailiff in serving court papers replacing a 2001 Ford Taurus; and

WHEREAS, the purchase of the vehicle will be from the CUE (Community, University and Education) Purchasing Association vehicle contract; now therefore be it

RESOLVED, that the Portage County Board of Commissioners declares it necessary to purchase One (1) 2010 Ford Focus vehicle to be used by the Municipal Court for use by the out bailiff at a cost of Thirteen thousand, one hundred fifty-one and 38/100 dollars (\$13,151.38); and be it further

RESOLVED, that a copy of this resolution be forwarded to 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 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, Absent;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0693

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RE:

ACCEPT THE RESIGNATION AGREEMENT AND RELEASE BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS AND THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND SHAWN SHAULIS.

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

WHEREAS, a dispute has arisen between the Portage County Board of Commissioners, the Portage County Department of Job & Family Services and employee Shawn Shaulis regarding the employee's continued employment with Portage County; and

WHEREAS, all parties intend to resolve this matter amicably and avoid further litigation and costs; now therefore be it

RESOLVED, that Portage County Board of Commissioners agrees to enter into a resignation agreement and release executed by Shawn Shaulis as detailed in the agreement; 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 an 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, Absent; Christopher Smeiles, Yea; Maureen T. Frederick, Yea;

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RESOLUTIONS

July 22, 2010

1. Approval of Meeting Minutes from the July 20, 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./10-0675
3. Approve the wire transfer as presented by the County Auditor./10-0676
4. Approve the Journal Vouchers as presented by the County Auditor./10-0677
5. Approve Then & Now as presented by the County Auditor./10-0678
6. Resolution to Amend Resolution 10-0626 to correct the commencement date for the proposed Health Department levy from a 2011 tax year to a 2010 tax year/10-0679
7. Resolution to declaring the necessity of and placing on the ballot of the November 2, 2010 General Election an additional levy of four-tenths (0.4) mill for benefit of the Portage County General Health District/10-0680.

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INVITATIONS/MEETING NOTICES

July 22, 2010

1. Invitation from The Reserve at Eagle Creek for dinner at Garrettsville’s newest development on Wednesday, August 4, 2010, 5:00 PM-8:00 PM, 8357 Eagle Creek Dr., Garrettsville.

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**INCOMING CORRESPONDENCE
DISCUSSION**

July 22, 2010

1. July 14, 2010 correspondence from Carl Von Allman Jr., Dominion, regarding the replacement of Ravenna HP Pipeline, PIR-035./Forward to Denise Smith for review and comment
2. July 17, 2010 e-mail from Jon Barber, Office of Homeland Security and Emergency Management, requesting radio equipment installation at the Portage County Administration Building./Journal Entry
3. Discussion: County vehicle exemption, as suggested by the Homeland Security and Emergency Management Office Director. Commissioner Frederick indicated Director Barber should provide a master list on what equipment he current has. She believes the July 20th inquiry is too generic. Commissioner Smeiles agreed that the Motor Pool and/or County Engineer's facility should be utilized when dealing with County vehicles.

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JOURNAL ENTRY

July 22, 2010

1. Board of Commissioners' authorization requested to allow the electronic submission to the Office of Homeland Security, of the Biannual Strategy Implementation Report (BISR) and past grants which include EMPG, EMPG Regional, EMPG Supplemental, SHSP, SHSP Regional, and Citizens Corp for funding years 2004-2009 as presented by Director Jon Barber, Office of Homeland Security and Emergency Management Agency. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.
2. The Board of Commissioners received the July 16, 2010 letter of resignation from Ann Fagerstrom, Registered Nurse at The Woodlands At Robinson effective August 30, 2010. (cc: Human Resources).
3. Board of Commissioners' signature requested on the purchase requisition for Ohio Conference of Community Development for June 2, 2010 NSP Conference for \$30.00 as requested by the RPC. The B-Z-008-1CJ-1 Neighborhood Stabilization Grant is funding this expense.
4. Board of Commissioners' signature requested on the purchase requisition for Eslich Construction & Equipment Corporation for demolition services for 20 buildings located in Windham Village for \$60,000.00 as requested by the Regional Planning Commission. The B-Z008-1CJ-1 Neighborhood Stabilization Grant Demolition Activity is funding this expense.
5. Board of Commissioners' signature requested on the purchase requisition for GCS Industrial Services for asbestos abatement services for 20 building located in Windham Village for \$174,567.00 as requested by the Regional Planning Commission. The B-Z-08-1CJ-1 Neighborhood Stabilization Grant Demolition Activity is funding this expense.

6. Board of Commissioners' signature requested on the purchase requisition for Emerald Environmental Inc. for asbestos testing and specification for services for 20 buildings located in Windham Village for \$53,550.00 as requested by the Regional Planning Commission. The B-Z-08-1CJ-1 Neighborhood Stabilization Grant Demolition Activity is funding this expense.
7. Board of Commissioners' signature requested on the payment authorization form for the City of Ravenna for asbestos testing and specification services for the following addresses: 455 W. Main St., Ravenna, \$2,135.00, 511 E. Highland Ave., Ravenna \$1,195.00 for a total amount of \$3,330.00 as requested by the Regional Planning Commission. The B-Z-08-1CJ-1 Neighborhood Stabilization Program Demolition activity is funding this expense.
8. Board of Commissioners' signature requested on the payment authorization form for Emerald Environmental Inc. for asbestos testing and specifications services for the following addresses: 3254 Hommon Rd., Ravenna, \$1,320.00; 6615 Fairfield St., Ravenna \$1,095.00; and 6738 Terrill St., Ravenna \$1,040.00 for a total of \$3,455.00 as requested by the Regional Planning Commission. The B-Z-08-1CJ-1 Neighborhood Stabilization Program Demolition activity is funding this expense.
9. Board of Commissioners' authorization requested to pay the July 19, 2010 invoice for a realtor opinion of market value of approximately 47.28 acres of land in the 7600 block of Infirmary Road, Ravenna Township, Portage County as presented by Frank DeLuca Associates \$200.00.
10. Board of Commissioners' authorization requested to allow the electronic filing of the Quarterly Jobs Report to the Office of Criminal Justice Services for period June 16, 2010 through June 30, 2010 for the Portage County Collaboration of Advocacy, Grant No. 2009-RA-D01-2184, as presented by the Department of Budget and Financial Management.
11. Board of Commissioners' authorization requested to allow the electronic filing of the Quarterly Jobs Report to the Office of Criminal Justice Services for period June 16, 2010 through June 30, 2010 for Cruiser Replacement Grant No. 2009-RA-A02-2286, as presented by the Department of Budget and Financial Management.
12. Board of Commissioners' authorization requested to allow the electronic filing of the Quarterly Jobs Report to the Office of Criminal Justice Services for period June 16, 2010 through June 30, 2010 for Courtroom Deputies Grant No. 2009-RA-A02-2323, as presented by the Department of Budget and Financial Management.
13. Board of Commissioners' authorization requested to use two (2) County parking lots (A) gated lot at Spruce St. and Prospect St. and (B) the former Sweet Shop parking lot on Saturday, September 11, 2010 from 11:00 AM-4:00 PM for church carnival for additional parking as requested by Zelma Riddle, First United Methodist Church.
14. Board of Commissioners' authorization requested to have Commission Keiper sign the quarterly subgrant report addressed to the Ohio Office of Criminal Justice Services for the Domestic Violence

Intervention Project VAWA Grant (2009-WF-VA8-8222) for \$25,586.54 for period ending June 30, 2010 as requested by Carole Beaty, Family & Community Services. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.

15. The Board of Commissioners received the Weekly Report of Kennel population for the week ending July 18, 2010 as presented by Dave McIntyre, Dog Warden. The Board of Commissioners acknowledged receipt of \$2526.00 in License Sales and \$756 for Impound fees.

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REFERRED

July 22, 2010

1. July 14, 2010 request from Sheriff David Doak, for an additional appropriation of \$500.00 for material costs to build counters along the Road Patrol office in place of the desks which will be constructed by the on-site maintenance worker at the Portage County Justice Center. Referred to Department of Budget & Financial Management.

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PLEASE ADD TO THE AGENDA

July 22, 2010

1. The Department of Budget & Financial Management presents a draft resolution for cash advance from 0001 General to Fund 1111 (Sheriff Courtroom Deputies)/10-0691
2. Board of Commissioners' signature requested on the purchase requisition for David Sommers AIA for architectural services for Community Action Council roof replacement at 1036 W. Main St., Ravenna for \$4,600.00 as requested by the Regional Planning Commission. The B-F-09-1CJ-1 Formula Grant Neighborhood Facility/Community Center Activity is funding this expense/Journal Entry
3. Board of Commissioners' signature requested on the payment authorization form for Emerald Environmental for asbestos testing and specification services for 20 buildings located in the Village of Windham for \$43,140.00 as requested by the Regional Planning Commission. The B-Z-08-1CJ-1 Neighborhood Stabilization Program Demolition activity is funding this expense/Journal Entry.
4. Board of Commissioners' signature requested on the payment authorization form for the City of Ravenna for a progress payment for rehabilitation of 536 E. Highland, Ravenna for \$17,500.00 as requested by the Regional Planning Commission. The B-Z-08-1CJ-1 Neighborhood Stabilization Program Demolition activity is funding this expense/Journal Entry.
5. Board of Commissioners' signature requested on the purchase requisition for SE Blueprint, Inc. for 30 sets of architectural drawings for 164 E. Spruce St., Ravenna BID for a total of \$66.90 as

requested by the Regional Planning Commission. The B-F-09-1CJ-1 Formula Grant Private Rental Rehab Activity #4 is funding this expense./Journal Entry.

6. Board of Commissioners' authorization requested to allow the electronic submission of the following reports which are due to the US Department of Justice on July 31, 2010 as presented by Carole Beaty, Family & Community Services as follows./Journal Entry:

- (A) 2007-WE-AX-0048 Semi Annual Progress Report
- (B) 2007-WE-AX-0048 Federal Financial Report

7. Board of Commissioners' authorization requested to allow the electric filing of the Mid Year Performance Report addressed to the Ohio Office of Criminal Justice Services for the Domestic Violence Intervention Project VAWA Grant 2009-WE-VA2-8222) as requested by Carole Beaty, Family & Community Services./Journal Entry.

INFORMATION ONLY

July 22, 2010

1. July 20, 2010 e-mail from Jeff Lonzrick, Water Resources Department, in response to the Board's request for an update on the Ravenna Training and Logistics Site Water Main Installation, Phase 1.

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PROSECUTOR'S CORRESPONDENCE

July 22, 2010

1. July 20, 2010 email from Attorney Chris Meduri in response to the Board of Commissioners request for review of the American Legion Post #193 (Mantua) for reimbursement of Memorial Day Expenses. /Journal Entry.

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JOURNAL ENTRY

July 22, 2010

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

1. The Board of Commissioners authorized the electronic submission of the Biannual Strategy Implementation Report (BISR) and past grants which include EMPG, EMPG Regional, EMPG Supplemental, SHSP, SHSP Regional, and Citizens Corp., for funding years 2004-2009 to the Ohio Office of Homeland Security, as presented by Director Jon Barber, Office of Homeland Security and Emergency Management Agency. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.

2. The Board of Commissioners acknowledged with regret the receipt of the July 16, 2010 letter of resignation from Director of Nursing Ann Fagerstrom at The Woodlands at Robinson, effective August 30, 2010.
3. The Board of Commissioners signed the purchase requisition for Ohio Conference of Community Development for the June 2, 2010 NSP Conference for \$30.00, as presented by the Regional Planning Commission. The B-Z-08-1CJ-1 Neighborhood Stabilization Grant is funding this expense.
4. The Board of Commissioners signed the purchase requisition for Eslich Construction & Equipment Corporation of Louisville for demolition services for 20 buildings located in Windham Village for \$60,000.00, as presented by the Regional Planning Commission. The B-Z008-1CJ-1 Neighborhood Stabilization Grant Demolition Activity is funding this expense.
5. The Board of Commissioners signed the purchase requisition for GCS Industrial Services of Brimfield for asbestos abatement services for 20 building located in Windham Village for \$174,567.00, as presented by the Regional Planning Commission. The B-Z-08-1CJ-1 Neighborhood Stabilization Grant Demolition Activity is funding this expense.
6. The Board of Commissioners signed the purchase requisition for Emerald Environmental Inc. of Kent for asbestos testing and specification for services for 20 buildings located in Windham Village for \$53,550.00, as presented by the Regional Planning Commission. The B-Z-08-1CJ-1 Neighborhood Stabilization Grant Demolition Activity is funding this expense.
7. The Board of Commissioners signed the payment authorization form for the City of Ravenna for asbestos testing and specification services for the following addresses: 455 West Main Street, Ravenna for \$2,135.00, 511 East Highland Avenue in Ravenna for \$1,195.00 for a total amount of \$3,330.00, as presented by the Regional Planning Commission. The B-Z-08-1CJ-1 Neighborhood Stabilization Program Demolition activity is funding this expense.
8. The Board of Commissioners signed the payment authorization form for Emerald Environmental Inc. of Kent for asbestos testing and specifications services for the following addresses: 3254 Hommon Road in Ravenna for \$1,320.00; 6615 Fairfield Street in Ravenna for \$1,095.00; and 6738 Terrill Street in Ravenna for \$1,040.00 for a total of \$3,455.00, as presented by the Regional Planning Commission. The B-Z-08-1CJ-1 Neighborhood Stabilization Program Demolition activity is funding this expense.
9. The Board of Commissioners authorized payment of the July 19, 2010 invoice for a realtor opinion of market value for approximately 47.28 acres of land in the 7600 block of Infirmary Road, Ravenna Township, Portage County as presented by Frank DeLuca Associates \$200.00.
10. The Board of Commissioners authorized the electronic filing of the Quarterly Jobs Report to the Office of Criminal Justice Services for the time period June 16, 2010 through June 30, 2010 for the Portage County Collaboration of Advocacy, Grant No. 2009-RA-D01-2184, as presented by the Department of Budget and Financial Management.

11. The Board of Commissioners authorized the electronic filing of the Quarterly Jobs Report to the Office of Criminal Justice Services for the time period June 16, 2010 through June 30, 2010 for Cruiser Replacement Grant No. 2009-RA-A02-2286, as presented by the Department of Budget and Financial Management.
12. The Board of Commissioners authorized the electronic filing of the Quarterly Jobs Report to the Office of Criminal Justice Services for the time period June 16, 2010 through June 30, 2010 for Courtroom Deputies Grant No. 2009-RA-A02-2323, as presented by the Department of Budget and Financial Management.
13. The Board of Commissioners authorized use of two (2) County parking lots (A.) the gated lot at the west corner of Spruce Street and Prospect Street in Ravenna and (B.) the former Sweet Shop parking lot located on the east corner of Spruce Street and Prospect Street in Ravenna on Saturday, September 11, 2010 from 11:00 AM-4:00 PM for additional parking for a church carnival as requested by Zelma Riddle, First United Methodist Church. Forwarded to the Internal Services Director to prepare the necessary agreement.
14. The Board of Commissioners authorized Vice-President Smeiles to sign the quarterly subgrant report addressed to the Ohio Office of Criminal Justice Services for the Domestic Violence Intervention Project VAWA Grant (2009-WF-VA8-8222) for \$25,586.54 for the time period ending June 30, 2010, as presented by Carole Beaty, Family & Community Services. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.
15. The Board of Commissioners acknowledged the receipt of the Weekly Report of Kennel population for the week ending July 18, 2010 as presented by Dog Warden Dave McIntyre. The Board of Commissioners also acknowledged receipt of \$2,526.00 in License Sales and \$756 for Impound fees.
16. The Board of Commissioners signed the purchase requisition for David Sommers AIA for architectural services for the Community Action Council roof replacement at 1036 West Main Street in Ravenna for \$4,600.00, as presented by the Regional Planning Commission. The B-F-09-1CJ-1 Formula Grant Neighborhood Facility/Community Center Activity is funding this expense.
17. The Board of Commissioners signed the payment authorization form for Emerald Environmental of Kent for asbestos testing and specification services for 20 buildings located in the Village of Windham for \$43,140.00, as presented by the Regional Planning Commission. The B-Z-08-1CJ-1 Neighborhood Stabilization Program Demolition activity is funding this expense.
18. The Board of Commissioners signed the payment authorization form for the City of Ravenna for a progress payment for rehabilitation of 536 East Highland Avenue in Ravenna for \$17,500.00, as presented by the Regional Planning Commission. The B-Z-08-1CJ-1 Neighborhood Stabilization Program Demolition activity is funding this expense.

19. The Board of Commissioners signed the purchase requisition for SE Blueprint, Inc. of Akron for 30 sets of architectural drawings for the 164 East Spruce Street in Ravenna bid for a total of \$66.90, as presented by the Regional Planning Commission. The B-F-09-1CJ-1 Formula Grant Private Rental Rehab Activity #4 is funding this expense.
20. The Board of Commissioners authorized the electronic submission of the following reports, due to the US Department of Justice by July 30, 2010, as presented by Carole Beaty, Family & Community Services pending a final review by the Department of Budget & Financial Management:
 - a. 2007-WE-AX-0048 Semi Annual Progress Report (January 1, 2010-June 30, 2010)
 - b. 2007-WE-AX-0048 Federal Financial Report (April 1, 2010-June 30, 2010)
21. The Board of Commissioners authorized the electric filing of the Mid Year Performance Report addressed to the Ohio Office of Criminal Justice Services for the Domestic Violence Intervention Project VAWA Grant 2009-WE-VA2-8222, as presented by Carole Beaty, Family & Community Services. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.
22. In accordance with Ohio Revised Code Section 307.66, the Board of Commissioners accepted the sworn, notarized statement accounting for the American Legion Post #193 (Mantua) expenses associated with Memorial Day 2010. The Board of Commissioners noted that the expenditures were allowable even though they were outside of the commonly approved expenses.
23. The Board of Commissioners agreed to hire Cathie Eggleston, current R.N. Supervisor as the new Director of Nursing at The Woodlands At Robinson as presented by the Administrator, Barbara Fleischmann.
24. The Board of Commissioners agreed to post the position of R.N. Supervisor at The Woodlands at Robinson as recommended by Administrator Barbara Fleischmann.
25. After meeting today in an Executive Session with the Human Resources Department Director and The Woodlands at Robinson staff, the Board of Commissioners authorized a three (3) day suspension for a part-time Food Service Worker at The Woodlands at Robinson beginning July 30, 2010 through August 4, 2010 as presented Director Barbara Fleischmann.
26. The Board of Commissioners accepted the written resignation of Shawn Shaulis, Management Information Systems Coordinator at the Portage County Job & Family Services effective July 23, 2010 as presented by the Human Resources Department Director Karen U'Halie
27. The Board of Commissioners authorized use of the Portage County Administration Building's Room 617 by the State Auditor's office beginning July 31, 2010 through November 30, 2010 from 8:00 AM-4:30 PM, Monday-Friday as presented by Director of General Services, Jim Manion.

28. The Board of Commissioners approved an expenditure not to exceed \$500.00 for the installation of radio equipment on the roof of the Portage County Administration Building due to the relocation of Delphi as presented by Director Jon Barber, Office of Homeland Security and Emergency Management.

Commissioner Keiper 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 **July 22, 2010**. There being no further business to come before the Board, it was moved by Maureen T. Frederick, seconded by Christopher Smeiles to adjourn the official meeting at **12:21 PM**. Commissioner Keiper absent, motion carries.

ABSENT

Charles W. Keiper II, President

Maureen T. Frederick, Board Member

Christopher Smeiles, Vice President

Deborah Mazanec, Clerk

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PAYINS FOR THE MONTH OF JULY 2010

06/30/10	14392	Charles W. Keiper II – Cell Phone: \$20.00 Total: \$20.00
07/01/10	14438	Elisa Staats – Public Records: \$9.70 Total: \$9.70
07/06/10	14486	Range Resources – Oil Lease: \$118.20 Total: \$118.20
07/07/10	14501	Maureen T. Frederick – Cell Phone: \$5.06 Total: \$5.06
07/14/10	14607	Resource Energy – Oil Lease: \$85.37 Total: \$85.37
07/19/10	14637	Ohio Public Defender – Public Defender: \$23,291.35, Ohio Public Defender – Assigned Counsel: \$9,656.50, Melissa Calton – Copies/Faxes: \$1.00 Total: \$32,948.85
07/26/10	14780	Everflow Eastern Partners – Oil Lease: \$68.69, Enervest Operating – Oil Lease: \$241.25 Total: \$309.94
07/29/10	14862	Collaboration of Advocates – 2009-RA-D01-2184: \$10,423.33 Total: \$10,423.33

AUTHORIZATION OF EXPENSES FOR THE MONTH OF JULY 2010

06/08/10	Lisa Reeves/NSP: Creating affordable housing, stabilizing neighborhoods/Columbus, Ohio/\$161.50
06/08/10	Evelyn Beeman/NSP Trainings/Columbus, Ohio/May4 and June 2/\$284.83
06/17/10	Terri Burns and Kevin Gowan/OCDA Fiscal Training/Columbus, Ohio/June 29/\$223.00
06/17/10	Judy Sheaffer/Child Support A-Z/Columbus, OH/July 15 & 16, 2010/\$291.00
06/21/10	Christopher Smeiles and Maureen T. Frederick/GAPP/WIB Audit Finding Meeting/Chardon, Ohio/June 24/\$0.00
06/21/10	Christopher Smeiles, Maureen T. Frederick and Deb Mazanec/Portage-Geauga Juvenile Detention Center Board Meeting/Chardon, Ohio/June 24/\$70.00
06/24/10	Bill Steiner/ERTAC-NEFCO/Cuyahoga Falls, Ohio/July 7/\$15.00
06/24/10	Bill Steiner/Solid Waste Task Force/Cuyahoga Falls, Ohio/July 8/\$15.00
06/24/10	Bill Steiner/Ohio EPA/Columbus, Ohio/July 16/\$140.00
06/24/10	Bill Steiner/NEFCO/Green, Ohio/July 21/\$16.00
06/24/10	Judge Barbara Oswick/Association of Muni/County Judges Summer Conference/Kalahari Waterpark/July 12-14/\$396.00
06/25/10	Reva Weekly/Sacwis Report Testing/Columbus, OH/July 7 & 8, 2010/\$262.91
06/28/10	Karen U'Halie/Recognizing Local Gov't/Employee Abuse of Technology/Columbus, Ohio/July 16/\$263.10
06/29/10	Michelle Ripley and Karen U'Halie/Comp Management Seminar – Workers' Comp/Akron, Ohio/July 21/\$0.00
06/29/10	Charles W. Keiper II/NEOTEC Logistics Conference and Golf Open/Akron, Ohio/August 31/\$30.00
06/29/10	Leonard Hazelett, Carolyn Mulligan/2010 PD Trail Advocacy Program/Dayton, OH, June 4-9, 2010/\$289.00
06/30/10	William Ulik/Reception for Will Staechele, Finance Minister, Germany Plus Delegation of German Companies/Bratenahl, OH/July 7, 2010/\$60.00
06/30/10	Mike Wright/OCCA Monthly Title Meeting/Columbus, OH/July 20, 2010/\$45.00
06/30/10	Lori Evans, Kathy Gray, Cheri Ashley, Barb Slattery/OCCA Monthly Meeting/Columbus, OH/July 21, 2010/\$150.00
07/06/10	Tim Beckner, Brian Boykin, Mary Boston/Youth Council's Under WIA/Columbus, OH/July 29, 2010/\$248.00
07/07/10	Charles W. Keiper II/Bricker & Eckler re: 2007 Audit/Solon, OH/July 7, 2010/\$20.00
07/07/10	Debbie Stitzel/FY10 WIC University Training/Columbus, OH/August 5, 2010/\$326.00
07/07/10	Robert White/Bipolar: An Updated Slant on the Disorder/Fairlawn, OH/August 5, 2010/\$179.00
07/07/10	Kari Sherer, Dennis Missimi/Crisis Intervention Team-Advanced/Columbus, OH/September 1, 2010/\$176.00
07/12/10	2010 Addiction Studies Institute/Columbus, OH/August 18-20, 2010/Dan Patz/\$871.00
07/19/10	Charles W. Keiper II, Christopher Smeiles, Maureen T. Frederick/Tour of Bedford Courthouse w/Judges & Bowen & Associates/Beford, OH/July 29, 2010/\$75.00