

**Thursday, August 25, 2011**

The Board of County Commissioners met in regular session on **Thursday, August 25, 2011 at 9:45 AM** with the following members present:

Maureen T. Frederick

Tommie Jo Marsilio

Christopher Smeiles

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It was moved by Tommie Jo Marsilio, seconded by Maureen T. Frederick to approve the meeting minutes of the August 23, 2011 meeting. All in favor, motion carries

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The Board of Commissioners has rearranged their calendar to allow them to attend the Randolph Fair.

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

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#### **INTERNAL SERVICES**

Present: JoAnn Townend

#### **Records Center Generator**

The Director reported that one of the transfer switches on the generator at the Records Center was fried last week during the power outage. It will cost \$5,000 to replace the switch plus the electrician. Now, if the electricity would go off, the generator will power only at half power, powering the water pumps in case of fire. The Family & Community Services food operation there requires refrigeration, which is not powered by the generator at this time.

There will also be an ongoing yearly maintenance cost to maintain all of the generators at each building. All generators are tested weekly now and money has been spent to bring them up to standard.

Commissioner Smeiles stated that when the electricity goes off at the Records Center, why is it needed except for the kitchen where food is stored by Family & Community Services. The Director responded that there was spoilage last week during the power outage.

Commissioner Smeiles stated that the ongoing maintenance agreement will be shared by a number of funds and must be done. JoAnn Townend to get quotes for that service.

Commissioner Marsilio commented that the Board of Commissioners wants to get our facilities back into a manageable condition and notes that what the building would be used for in the future is unknown; she would prefer to fix the generator.

The Director advised that Mark Frisone pays \$7,300 to lease the kitchen space yearly. The Board of Commissioners agreed that the Director should talk to Mr. Frisone about possibly relocating their

operation or asking if Mr. Frisone can pay for the repair to the generator or at least share the cost. Commissioner Smeiles stated that a better use of the money might be to fix the roof.

**Administration Building Roof Access**

The Director wanted to confirm that the Board of Commissioners intends to allow the Portage Amateur Radio Club continued access to the roof where they have their equipment. The Board of Commissioners confirmed that, as long as the Club signs an agreement with the Board of Commissioners that will address insurance, indemnification and access requirements and pays \$1.00 per year for access, they will agree to allow them access. Commissioner Marsilio noted that she is not in favor of allowing access.

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**EXECUTIVE ASSISTANT**

Chesapeake Energy has contact the Executive Assistant to determine the Board’s interest in amending a non-drilling lease from 1981 on county owned property in Paris/Palmyra. The Board of Commissioners agreed that the Executive Assistant should determine exactly where this 7.8 acre parcel is and what it is presently used for.

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Commissioner Marsilio reported that she has learned of a Supreme Court interpretation of the ORC giving wide latitude to the question of imaging rather than microfilming of records. The Board of Commissioners agreed that Commissioner Marsilio should contact the state to get additional information.

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**RESOLUTION No. 11-0739 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.**

It was moved by Christopher Smeiles, seconded by Tommie Jo Marsilio 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 Department of Budget and Financial Management or other designee on August 25, 2011 in the total payment amount of **\$185,880.33 for Funds 0001-8105** 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:

Maureen T. Frederick, Yea; Tommie Jo Marsilio, Yea; Christopher Smeiles, Yea;

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**RESOLUTION NO. 11-0740 - RE: WIRE TRANSFER APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.**

It was moved by Christopher Smeiles, seconded by Tommie Jo Marsilio 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 Department of Budget and Financial Management or other designee on August 25, 2011 in the total payment amount as follows:

- 1. \$34,930.70 for Medical Mutual Admin Fees-Fund 7101; and
- 2. \$215,377.74 for Medical Mutual Claims-Fund 7101; and

as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

**RESOLVED,** that the Board of Commissioners authorizes the wire transfer for the charges relating to health benefits, as presented by the Portage County Auditor's Office:

Wire Transfer on Friday, August 26, 2011	\$ 34,930.70
Wire Transfer on Friday, August 26, 2011	\$ 215,377.74

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:

Maureen T. Frederick, Yea; Tommie Jo Marsilio, Yea; Christopher Smeiles, Yea;

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**RESOLUTION NO. 11-0741 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.**

It was moved by Christopher Smeiles, seconded by Tommie Jo Marsilio 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:

8-25-11	1101	\$23,085.00
8-25-11	1102	5,016.15
Total		\$28101.15

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:

Maureen T. Frederick, Yea; Tommie Jo Marsilio, Yea; Christopher Smeiles, Yea;

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**RESOLUTION NO. 11-0742 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.**

It was moved by Christopher Smeiles, seconded by Tommie Jo Marsilio 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



**CLOSE BRIDGE**

Bridge

<u>Number</u>	<u>Location</u>
PAL 105	McClintocksburg Road (Palmyra Township)

**RESOLVED,** that the following 20 bridges are currently posted for weight reductions in Portage County:

<u>Bridge Number</u>	<u>Location</u>	<u>Limit</u>
ATW40 CH54C	Porter Road (Atwater Township)	32 Tons
CHA241 CH52C	Rock Spring Road (Charlestown Township)	10 Tons
CHA254 TH169A	Knapp Road (Charlestown Township)	7 Tons
FRA 248 CH145G	Ravenna Road (Franklin Township)	24 Tons
FRE142 CH211A	Freedom Road (Freedom Township)	7 Tons
GAR 154 Liberty	Liberty Street (Village of Garrettsville)	15 Tons
HIR178 TH280A	Norton Road (Hiram Township)	12 Tons
KEN221 Main	Main Street (City of Kent)	20 Tons
MAN159 TH247C	Mantua Center Road (Mantua Township)	34 Tons
MANV156 TH240A	Canada Road (Village of Mantua)	36 Tons
MANV169 TH256	Mennonite Road (Village of Mantua)	12 Tons
NEL160 TH250A	Hopkins Road (Nelson Township)	10 Tons
NEL161 TH250A	Hopkins Road (Nelson Township)	32 Tons
NEL186 CH299C	Parkman Road (Nelson Township)	13 Tons
PAL82 CH120I	Cable Line Road (Palmyra Township)	22 Tons
PAL93 CH132B	Wayland Road (Palmyra Township)	12 Tons
RAN54 CH72A	Johnny Cake Road (Randolph Township)	20 Tons
ROO24 CH47G	Industry Road (Rootstown Township)	10 Tons
ROO 62 CH82E	Old Forge Road (Rootstown Township)	16 Tons
SHA146 TH217B	Cooley Road (Shalersville Township)	10 Tons

and be it further;

**RESOLVED,** that the following 3 bridges are closed in Portage County:

<u>Bridge Number</u>	<u>Location</u>
SHA 141 TH210B	Coit Road (Shalersville Township)
GAR 155 Liberty	Liberty Street (Village of Garrettsville)
PAL102 CH135B	McClintocksburg Rd (Palmyra Township)

**RESOLVED,** that the Clerk of this Board be and is hereby directed to file certified copies of this Resolution with the Portage County Engineer, the Portage County Sheriff's Department and the Ohio Highway Patrol; and be it further



Commissioners at a cost not to exceed Six hundred forty-eight and 00/100 dollars (\$648.00) per month; and be it further

**RESOLVED,** that the agreement has been approved by the Portage County Prosecutor and the project has been approved by Portage County Data Processing Board; 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:

Maureen T. Frederick, Yea;

Tommie Jo Marsilio, Yea;

Christopher Smeiles, Yea;

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**RESOLUTION NO. 11-0745**

**RE: CREATE FUND 7040, CENTRALIZED ACCOUNTING SERVICES**

It was moved by Christopher Smeiles, seconded by Tommie Jo Marsilio that the following resolution be adopted:

**WHEREAS,** the Portage County Board of Commissioners desires to provide centralized accounting services to consolidate and share resources between departments and better utilize staff and reduce costs by creating an Internal Service Fund, and

**WHEREAS,** the Portage County Board of Commissioners has requested and received a Fund Number from the Portage County Auditor; that Fund being number 7040, Centralized Accounting Services for the Internal Service Fund, and

**WHEREAS,** the Portage County Board of Commissioners adopted Resolution No. 11-0513 on June 7, 2011, requesting approval from the Auditor of State for the establishment of an Internal Service Fund, Fund 7040, Centralized Accounting Services, and

**WHEREAS,** the Auditor of State has approved our request for the establishment of an Internal Service Fund, Fund 7040, Centralized Accounting Services, and

**WHEREAS,** in order to properly control the processing of financial related transactions for the Centralized Accounting Services, Internal Service Fund, Fund 7040 must be created; now therefore be it

**RESOLVED,** that Fund 7040, Centralized Accounting Services be created as an Internal Service Fund to be utilized by the Department of Budget and Financial Management in the provision of centralized accounting services for departments and agencies under



RESOLUTION NO. 11-746

RE: AMENDMENT TO THE NON GENERAL FUND  
2011 ANNUAL APPROPRIATION RESOLUTION  
NO 10-1143 ADOPTED DECEMBER 16, 2010

It was moved by Christopher Smeiles, second by Tommie Jo Marsilio that the following resolution be adopted:

**RESOLVED,** that it has become necessary to amend the Non General Fund 2011 Annual Appropriation in the amounts and for the purposes set forth in the enumeration shown below:

		<u>Increase</u>	<u>Decrease</u>
Fund: 8101	Unclaimed Monies		
	200 Treasurer		
81019	Unclaimed Monies ME	100,000	-
	<b>MEMO TOTAL</b>	<u><u>\$ 100,000</u></u>	<u><u>\$ -</u></u>

Note: Additional Need

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<b>TOTAL MEMO BALANCE FOR ALL FUNDS</b>	<u><u>\$ 100,000</u></u>	<u><u>\$ -</u></u>
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; and be it further

**RESOLVED,** that the notes of explanation in this resolution are for informational purposes only and are not intended to restrict the expenditure of those appropriated funds to any single purpose. Such funds are for the use of all expenditures that are lawful under the approved appropriation; and be it further

**RESOLVED,** that a certified copy of this resolution be filed with the County Auditor; and be it further

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

Roll call as Follows:

Maureen T. Frederick, Yea;      Tommie Jo Marsilio, Yea;      Christopher Smeiles, Yea;

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## RESOLUTIONS

August 25, 2011

1. Approval of the meeting minutes from the August 23, 2011 regular Board meeting.
2. Approve bills as presented by the County Auditor and reviewed by the Department of Budget & Financial Management/11-0739
3. Approve the wire transfers as presented by the County Auditor/11-0740.
4. Approve the Journal Vouchers, as presented by the County Auditor/11-0741.
5. Approve the Then & Now Certification, as presented by the County Auditor/11-0742.
6. Amend Resolution No. 11-0297 to modify the list of bridges posted for weight reductions in Portage County (County Engineer) /11-0743.

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## INVITATIONS

August 25, 2011

1. Invitation from Portage Soil & Water Conservation District's 65<sup>th</sup> Annual Banquet and Election on Thursday, September 8, 2011, 8:30-9:45 AM Voting & Breakfast, Garden Meeting Room 6970 SR 88, Ravenna.

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## INCOMING CORRESPONDENCE

August 25, 2011

1. Discussion: Board Agenda for the next Monday meeting on August 29, 2011 – the Board of Commissioners agreed to discuss a system wide review of their departments.
2. August 18, 2011 memo from Todd Peetz, Regional Planning Commission, regarding the 2011 Formula Allocation Grant – advancement of funds. (cc: Department of Budget & Financial Management)/Journal Entry.
3. August 22, 2011 e-mail from Joe Dillon, Motor Pool to Vic Vigluicci, Prosecutor's Office, regarding vehicle service on a 2009 Ford Escape/The Director noted that it appeared that the Prosecutor used an outside facility for vehicle service.
4. August 22, 2011 e-mail from Mickey Marozzi, County Engineer, regarding Pleasant Lakes Association/Information only.
5. August 23, 2011 e-mail from Chuck Wetmore, Treasurer's Office, regarding the August 21, 2011 newspaper article regarding for Buckeye Portfolio/Information only.

6. August 23, 2011 e-mail from JoAnn Townend, Internal Services to Judee Genetin, Job & Family Services, regarding open windows on the second floor after hours/The Board of Commissioners agreed that the Director must make certain that windows are closed every evening at the close of business.
7. August 23, 2011 e-mail from Steve Colecchi, regarding the Portage Development Board meeting scheduled for August 30, 2011/Information only.
8. August 23, 2011 e-mail from PUCO, including the August 23, 2011 confirmation letter to Sheriff David Doak, regarding wireless enhanced 9-1-1/Journal Entry receipt. Commissioner Smeiles noted Homeland Security and Emergency Management Office Director Jon Barber's concern about the use of these funds for personnel costs since the county will have to meet the narrow band requirements planned for these same funds. Commissioner Frederick commented that the General Fund does not have the money to fund every item that the Sheriff needs since all other departments have requirements, as well.
9. August 23, 2011 e-mail from Joe Dillon, Motor Pool to the Sheriff's Department, regarding the 2001 and 2003 Ford (PARTA) buses/Information only
10. Discussion: emergency evacuation plan/The Board of Commissioners noted that the Riddle Block employees vacated that facility after the earthquake earlier this week, in accordance with the current policy. Commissioner Frederick suggested that the policy be reviewed since there was not mention of what was to occur before employees reentered the building. The Commissioners noted that Portage County Building Department Director Randy Roberts did walk through and inspect the building prior to employees reentering.
11. August 24, 2011 e-mail from Bill Steiner, regarding the Delphi building/The Board of Commissioners agreed to discuss this issue with Director Steiner on September 6<sup>th</sup> during his regular meeting.

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## **JOURNAL ENTRY**

August 25, 2011

1. The Board of Commissioners received the Stormwater Program Statistics for July 2011 as presented by the Portage County Combined General Health District.
2. Board of Commissioners' authorization requested to allow Commissioner Maureen T. Frederick to sign the following documents as requested by the Regional Planning Commission: (1) Ohio Community Development Block Grant Program Final Performance Report for Grant No. B-F-09-1CJ-1 from September 1, 2009 through June 30, 2011; (2) State of Ohio Office of Housing and Community Partnership Certificate of Completion for Grant No. B-F-09-1CJ-1 as presented by the Regional Planning Commission. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.

3. Board of Commissioners' signature requested on the payment authorization form for the Ohio Department of Development for the return of unspent grant funding for B-F-09-1CJ-1 Formula Grant for **\$5,792.00** as requested by the Regional Planning Commission. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.
4. Board of Commissioners' authorization requested to have Commissioner Maureen T. Frederick sign the Ohio EPA's Surface Water Improvement Fund Grant Request for Payment No. 3, Project No. 10SWIF-111 for administrative work done by the Regional Planning Commission staff from June 18, 2011 through August 31, 2011 for construction of the parking lot bio-retention cells **\$2546.60** as requested by the Regional Planning Commission. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.
5. The Board of Commissioners acknowledged the receipt of the Kennel Disposition Report for August 15, 2011 through August 21, 2011, as presented by Dog Warden Dave McIntyre.
6. Board of Commissioners' authorization requested to have Commissioner Maureen T. Frederick sign the Housing Semi-Annual Program Income Report as requested by the Neighborhood Development Services. Documents reviewed by the Department of Budget & Finance with no exceptions noted.
7. Board of Commissioners' authorization requested to have Commissioner Maureen T. Frederick sign the ED RLF Semi-Annual Report as requested by Neighborhood Development Services. Documents reviewed by the Department of Budget & Finance with no exceptions noted.
8. Board of Commissioners' authorization requested to have Commissioner Maureen T. Frederick sign the State of Ohio Office of Housing and Community Partnerships Request for Payment and Status of Funds Report Draw No. 460 as presented by the Regional Planning Commission as follows:

Grant No.	Activity Name	Account No.	Amt Requested
B-N-10-1CJ-1	Fair Housing Program	01	\$5,900.00
B-N-10-1CJ-1	General Administration	02	1,400.00
Total			\$7,300.00

9. The Board of Commissioners authorized the Department of Budget & Financial Management to request a drawdown of funds using the online Grant Payment Request System from the US Department of Justice for the OVW Enforcement of Protection Orders Grant, 2007-WE-AX-0048 to reimburse July 2011 expenses for **\$10,014.40** on behalf of the Family & Community Services.
10. Board of Commissioners' authorization requested to allow use of the Courthouse Lawn on Saturday, September 17, 2011 from 10:30 AM-1:00 PM for Opening Ceremony and Awards presentation as requested by the Ravenna Balloon A Fair.

11. Board of Commissioners' authorization requested to allow use of the Courthouse Lawn and the Spruce/Prospect Street parking lot on Thursday, September 15, 2011 from 5:30 PM-8:30 PM for a Children's parade as requested by the Ravenna Balloon A Fair.
12. Board of Commissioners' authorization requested to allow use of the Portage Animal Protective League Grounds and Building on Saturday, October 1, 2011, 8:00 AM-1:00 PM for the "Paws for a Cause" Community Event as requested by Karen Carmany, Portage Animal Protective League.
13. Board of Commissioners' authorization requested to allow use of the Portage Animal Protective League Grounds and Building on Saturday, October 29, 2011, 8:00 AM-1:00 PM for a fundraiser/community event "Wags to Witches" animal costumes and children's trick o treat event as requested by Karen Carmany, Portage Animal Protective League.
14. Board of Commissioners' authorization requested to allow Commissioner Maureen T. Frederick to sign the Facility Use form for Maplewood's dining room cafe' on Thursday, September 29, 2011, 6:30 PM for a public meeting.
15. Board of Commissioners' authorization requested to have Commissioner Frederick sign the Ohio Public Works Commission Appendix E Disbursement Request Form and Certification #1 for the OPWC Project No. CGU20 Coit Road Bridge Replacement as requested by the County Engineer.

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**REFERRED**

August 25, 2011

1. August 22, 2011 fax from Brad Austin, Unclaimed Recoveries, regarding a public records request. Referred to Auditor's office for completion.
2. August 18, 2011 correspondence from Michael Hiler, Ohio Department of Development, regarding the FY2011 Community Housing Improvement Program (CHIP) Conditional Award Letter. Referred to Department of Budget & Financial Management. (cc: Neighborhood Development Services by Ohio Department of Development)

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**INFORMATION ONLY**

August 25, 2011

1. August 22, 2011 e-mail from Randy Roberts, Building Department, regarding residential building certification.

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**PROSECUTOR**

August 25, 2011

- 1. August 19, 2011 confidential correspondence from Denise Smith, regarding The Woodlands At Robinson/the Board of Commissioners agreed to forward this correspondence to Attorney Mike Sharb.
- 2. August 22, 2011 correspondence from Leigh Prugh to Bill Gallagher, CT Consultants, Inc., regarding the Portage County Water Resources Department O/M Garage project./Copy to JoAnn Townend for her files and information.
- 3. August 23, 2011 confidential correspondence from Leigh Prugh regarding Green Family Funeral Home/The Board of Commissioners asked that Water Resources Department Director Jeff Lonzrick update them at his next meeting.
- 4. August 23, 2011 e-mail from Leigh Prugh regarding Pleasant Lakes Association/Information only.
- 5. August 23, 2011 e-mail from Leigh Prugh regarding Timberstone Subdivision/Information only. Commissioner Smeiles will contact the County Engineer for an update.

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**PLEASE ADD TO THE AGENDA**

August 25, 2011

- 1. Resolution to amend Resolution 10-1154, adopted December 16, 2010, to enter into an agreement between the Portage County Board of Commissioners and IQM2 for a video streaming project/11-0744.
- 2. Create Fund 7040 Centralized Accounting Services/11-0745
- 3. Discussion: Does the Board wish to purchase new maps from the County Engineer/Hold for the County Engineer correspondence regarding this issue.
- 4. Resolution to amend the Non-General Fund Annual Appropriation/11-0746

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**JOURNAL ENTRY**

August 25, 2011

Vol. 75, Page

Motion by Christopher Smeiles, seconded by Tommie Jo Marsilio to approve the following actions:

- 1. The Board of Commissioners acknowledged the receipt of the Stormwater Program Statistics for July 2011, as presented by the Portage County Combined General Health District.

2. The Board of Commissioners authorized Commissioner Frederick to sign the following documents, as presented by the Regional Planning Commission: (1) Ohio Community Development Block Grant Program Final Performance Report for Grant No. B-F-09-1CJ-1 from September 1, 2009 through June 30, 2011; (2) State of Ohio Office of Housing and Community Partnership Certificate of Completion for Grant No. B-F-09-1CJ-1. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.
3. The Board of Commissioners signed the payment authorization form for the Ohio Department of Development for the return of unspent grant funding for B-F-09-1CJ-1 Formula Grant for **\$5,792.00**, as presented by the Regional Planning Commission.
4. The Board of Commissioners authorized Commissioner Frederick to sign the Ohio EPA's Surface Water Improvement Fund Grant Request for Payment No. 3, Project No. 10SWIF-111 for administrative work done by the Regional Planning Commission staff from June 18, 2011 through August 31, 2011 for construction of the parking lot bio-retention cells in the amount of **\$2,546.60**, as presented by the Regional Planning Commission. Documents reviewed by the Department of Budget & Financial Management with no exceptions noted.
5. The Board of Commissioners acknowledged the receipt of the Kennel Disposition Report for August 15, 2011 through August 21, 2011, as presented by Dog Warden Dave McIntyre.
6. The Board of Commissioners authorized Commissioner Frederick to sign the Housing Semi-Annual Program Income Report, as presented by the Neighborhood Development Services. Documents reviewed by the Department of Budget & Finance with no exceptions noted.
7. The Board of Commissioners authorized Commissioner Frederick to sign the ED RLF Semi-Annual Report, as presented by Neighborhood Development Services. The Board of Commissioners also acknowledged the receipt of the August 24, 2011 correspondence to the Ohio Department of Development regarding the one delinquent loan from the Portage County ED RLF as of June 30, 2011. Documents reviewed by the Department of Budget & Finance with no exceptions noted.
8. The Board of Commissioners authorized Commissioner Frederick to sign the State of Ohio Office of Housing and Community Partnerships Request for Payment and Status of Funds Report Draw No. 460, as presented by the Regional Planning Commission as follows:

Grant No.	Activity Name	Account No.	Amt Requested
B-N-10-1CJ-1	Fair Housing Program	01	\$5,900.00
B-N-10-1CJ-1	General Administration	02	1,400.00
Total			\$7,300.00

9. The Board of Commissioners authorized the Department of Budget & Financial Management to request a drawdown of funds using the online Grant Payment Request System from the US

Department of Justice for the OVW Enforcement of Protection Orders Grant, 2007-WE-AX-0048 to reimburse for July 2011 expenses of **\$10,014.40** on behalf of the Family & Community Services.

10. The Board of Commissioners signed authorization form to allow the use of the Courthouse Lawn on Saturday, September 17, 2011 from 10:30 AM-1:00 PM for Opening Ceremony and Awards presentation, as requested by the Ravenna Balloon A Fair. Forwarded to Captain McRitchie for his files and information and to the Internal Services Department to process.
11. The Board of Commissioners signed the authorization form to allow the use of the Courthouse Lawn and the Spruce/Prospect Street parking lot on Thursday, September 15, 2011 from 5:30 PM-8:30 PM for a Children's Parade, as requested by the Ravenna Balloon A Fair. Forwarded to Captain McRitchie for his files and information and to the Internal Services Department to process.
12. The Board of Commissioners signed the authorization form to allow the use of the Portage Animal Protective League Grounds and Building on Saturday, October 1, 2011, 8:00 AM-1:00 PM for the "Paws for a Cause" Community Event as requested by Karen Carmany, Portage Animal Protective League. Forward to the Internal Services Department to process.
13. The Board of Commissioners signed the authorization form to allow the use of the Portage Animal Protective League Grounds and Building on Saturday, October 29, 2011, 8:00 AM-1:00 PM for a fundraiser/community event "Wags to Witches" animal costumes and children's trick or treat event as requested by Karen Carmany, Portage Animal Protective League. Forward to the Internal Services Department to process.
14. The Board of Commissioners authorized Commissioner Frederick to sign the Facility Use Form for Maplewood's Dining Room Cafe' on Thursday, September 29, 2011, 6:30 PM for a public meeting on the proposal from Robinson Memorial Hospital to lease the hospital to a new not-for-profit entity.
15. The Board of Commissioners authorized Commissioner Frederick to sign the Ohio Public Works Commission Appendix E Disbursement Request Form and Certification #1 for the OPWC Project No. CGU20 Coit Road Bridge Replacement, as presented by the County Engineer.
16. The Board of Commissioners approved the August 18, 2011 request from Regional Planning Commission Director Todd Petz and authorized the advancement of \$8,000 in Administrative Fees for the preparation of the 2011 Formula Grant Application. The Regional Planning Commission will reimburse the county when the monies are received later this year. All in favor, motion carries.
17. The Board of Commissioners acknowledged the receipt of the August 23, 2011 correspondence from Allen R. Francis, Chief of Telecommunications & Interim Ohio E9-1-1 Coordinator with the Public Utilities Commission of Ohio (PUCO) to Portage County Sheriff David Doak, acknowledging the receipt of the August 16, 2011 Certification from the Sheriff as required under OAC 4901:1-8-03.

18. After acknowledging the receipt of the PUCO correspondence referenced in today's Journal Entry #17, the Board of Commissioners approved the July 15, 2011 request from Sheriff Doak authorizing the transfer \$100,000 from Fund 4008 (911 fund) to the Sheriff's dispatch budget to subsidize dispatch personnel costs (covering 911 calls) for 2011, and aid in the training of Sheriff's dispatchers to be 911 call takers.

19. On July 28, 2011, the Board of Commissioners signed the Satisfaction of Mortgage for Shawn Donahue, 1462 Hillcrest Drive in Atwater Township [Habitat for Humanity], as presented by the Neighborhood Development Services. The documents were reviewed by the Department of Budget & Financial Management with no exceptions noted.

Today, the Board of Commissioners resigned the Satisfaction of Mortgage for Shawn Donahue, 1462 Hillcrest Drive in Atwater Township [Habitat for Humanity], as presented by the Neighborhood Development Services, as the Neighborhood Development Services, Inc. was unable to locate the original document.

All in favor, motion carries.

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We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting on **August 25, 2011**. There being no further business to come before the Board, it was moved by Christopher Smeiles, seconded by Tommie Jo Marsilio to adjourn the official meeting at **11:05 AM**. All in favor, motion carries.

Maureen T. Frederick, President

Tommie Jo Marsilio, Vice-President

Christopher Smeiles, Board Member

Deborah Mazanec, Clerk

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