

Tim Miller plans to contact Akron Awning to determine if the awning can be replaced with the exact material. If not, the City's Design Review Commission would have to approve the replacement. The Director noted that the awnings should be replaced in the entire block.

3. The Maintenance Department is planning to remove the old signage from the windows and above the awning. The dumpster is now gone and Maintenance is able to get access.
4. New signage was not addressed by the Architect. The Director may be able to take the signage at the current office to the new site until new signage can be purchased.
5. JoAnn Townend to check with the Economic Development staff to determine what needs to be moved to the new site. The Maintenance Department will move the Department.
6. The Board of Commissioners did not approve the request to make repairs to the basement walls at a cost of \$6,700. The Board noted that any paper stored in the basement must be stored in metal files. The Board of Commissioners agreed that Jim Manion should coordinate with Tim Miller to determine if the walls can be scraped and painted, possibly using Community Service workers.
7. The Board of Commissioners authorized a \$600 budget to clean the ductwork, which has been done.

Mr. Ulik advised that he plans to purchase furniture for his and the Executive Assistant's offices at a cost of approximately \$5,500, as quoted. An additional purchase of six to eight conference room chairs is planned. Most of the existing furniture will move with the office along with several pieces of furniture from the Prosecutor's former office.

The Board of Commissioners agreed that, as long as the project is under budget, there is no need for formal approval to purchase a Cisco Catalyst 2960-24TT 24 port switch from CDWG for approximately \$816, per a quote received by Brian Kelley. This item will network the Economic Development PC's together and connect them to the County network in the new offices. The Director will purchase furniture for new Economic Development office. The 2009 Economic Development budget was approved with \$9,640 currently available in the furniture line item. Total purchase will be well within the amount approved in the 2009 budget and not exceed the \$9,640.

The Board of Commissioners directed staff to coordinate an Open House in June with a move in within the next month to 6 weeks.

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PROSECUTOR - Cancelled

Prosecutor's Correspondence

1. March 2, 2009 confidential correspondence from Leigh Prugh to David Sloan, Portage County Water Resources, regarding Portage County Waste Water Treatment Plant Tank Painting Project No. Portage County (05-170) Chas F. Mann Painting Co. mechanic's lien/Forwarded to the Water Resources Department, the County Auditor and Internal Services Director for their files and information.
2. The Board of Commissioners received the Answer of Defendant Stephen Shanafelt Portage County Treasurer regarding Deutsche Bank National Trust Company in its capacity as indenture trustee for the noteholders of Aames Mortgage Investment Trust 2005-2, A Delaware Statutory Trust vs. Denzel P. Jones et al/Information only

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GENERAL SERVICES

Present: Jim Manion

The Director proposes a revamping of the county parking lots with all county vehicles being moved to the F Lot. The Chestnut Street F Lot entrance would close and the Meridian Street entrance would be gated, and a camera and card reader installed. Commissioner Keiper stated that the move would free spaces, and be good when plowing snow. Jim Manion to come back to the Board of Commissioners with a budget. Jim Manion agreed to contact the Prosecutor before he purchases a camera system for his lot. Director Manion to also contact the Public Defender and Adult Probation to discuss the possibility of keeping all county cars in the F Lot.

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WATER RESOURCES

Present: Harold Huff, Jeff Lonzrick

1. Resolution - Determining to proceed with the construction of Project No. FR-2 (06-120), Twin Lakes WWTP Preliminary Treatment in the Portage County Regional Sewer District, Franklin Township./09-186
2. Resolution- Entering into an agreement for surveying services between MS Consultants, Inc. and the Portage County Board of Commissioners relative to the Ravenna Training and Logistics (Ravenna Ordinance Plant) Potable Water System and Sanitary Sewer System, Project Nos. PC-W (08-120) and PC (08-130, in the Portage County Regional Sewer District./09-187
3. Signatures - Private Request to waive sanitary sewer connection fees for 3785 Randolph Road./Journal Entry

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DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT

Present: Audrey Tillis, Mike Sudsina, Harold Huff

Resolutions

1. Create Fund 4212, Brady Lake Rd Bridge Replacement/09-190
2. Create Fund 4213, Prospect Summit Hayes Intersection/09-191
3. Create Fund 5313, PCS Twin Lakes Prelim Treatment/09-192
4. Transfer from Fund 5440, PCW OWDA 1988 to Fund 5471, PCW OPWC 2001 CG12A/09-193
5. Transfer from Fund 5704, StS Generator to Fund 5674, Sts OPWC 2009 CG 211/09-194

Other

6. Journal entry approval(s):
 - a. Processing Local Match – Violence Against Women 2009 Federal Grant
7. Discussion Memos:
 - a. Sheriff – Separation Payout
 - b. Budget Commission – Replacement Printer

Department of Budget & Financial Management Work Session

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11:15 AM Lunch Recess

1:15 PM Board of Commissioners reconvened

Commissioner Smeiles not attending

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DBFM WORK SESSION

Present: Audrey Tillis, Chanel Mason

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AKRON COMMUNITY HEALTH RESOURCES INC.

Present: John Sniezek, Dr. Angela DeJulius

The Board of Commissioners invited CEO Sniezek to meet with them to discuss the Medical Clinic’s projections, revenues and expenses. The CEO noted that there is an \$181,139 anticipated shortfall for 2009. The CEO discussed the profit/loss and cash flow projection, as presented. The projections show that the clinic will show a profit in March 2009. There is 8.25 staff; two doctors, two front desk staff, three LPNs, and one office manager.

The CEO advised the Board that the program is working. Dr. DeJulius added that they are seeing patients that would have used the ER in the past.

The Commissioners agreed to contact Robinson Memorial Hospital CEO Steve Colecchi to discuss how to move forward to cover the shortfall.

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Commissioner Smeiles attending at 2:25 PM

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RESOLUTION No. 09-0183 - 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 March 10, 2009 in the total payment amount of **\$450,465.51 funds 0001-7002** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

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

Roll call vote as follows:

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

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RESOLUTION No. 09-0184 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

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 **\$65,843.45** as set forth in Exhibit "A" dated **March 10, 2009** shall be paid; and be it further

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

Voice Vote as Follows:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0186

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RE: DETERMINING TO PROCEED WITH THE CONSTRUCTION OF PROJECT NO. FR-2 (06-120), TWIN LAKES WWTP PRELIMINARY TREATMENT, IN THE PORTAGE COUNTY REGIONAL SEWER DISTRICT, FRANKLIN TOWNSHIP.

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

WHEREAS, pursuant to authorization by the Board contained in Resolution 06-0434 adopted May 23, 2006, the Portage County Water Resources Department has prepared plans, specifications and estimate of cost for Project No. FR-2 (06-120), Twin Lakes WWTP Preliminary Treatment, hereinafter referred to as the "PROJECT"; and

WHEREAS, plans, specifications and estimate of cost were approved and setting a date and time for acceptance of bids for the PROJECT have been approved by this Board by Resolution No. 09-0031, adopted January 13, 2009; and

WHEREAS, bids were received on February 18, 2009; and

WHEREAS, an estimate of total project costs, based on actual received bids for the PROJECT is on file in the office of the clerk of this Board; now therefore be it

RESOLVED, by the Board of Commissioners of Portage County, Ohio:

Section 1. That this Board hereby ratifies and approves the plans, character and termini of the improvement and estimate of cost for the PROJECT, all of which are now on file with this Board.

Section 2. That it is hereby determined to proceed with the construction of the PROJECT as provided for in the aforesaid Resolution No. 09-0031, adopted on January 13, 2009 and in accordance with the plans and specifications, provided therefore.

Section 3. That the total cost of the PROJECT is estimated to be \$946,522.00, which will be funded by utilizing the Ohio Public Works Commission Funds of approximately \$359,928.00 and the remaining costs of approximately \$586,594.00 shall be financed from the sale of notes in anticipation of the issuance of bonds. No part of such costs shall be specially assessed. Portage County Sanitary Sewer Rate Revenue and wastewater trunk connection fees will be utilized to pay for the debt service.

Section 4. That the Clerk of this Board is hereby directed to certify a copy of this Resolution to the County Auditor, the Department of Budget and Financial Management and the Portage County Water Resources Department within 15 days after its passage.

Section 5. That the County Auditor is requested to assign a construction fund number for the Twin Lakes WWTP Preliminary Treatment and forward such assignment to the Department of Budget and Financial Management for processing.

Section 6. That the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public, in compliance with the law including Section 121.22 of the Ohio Revised Code.

Voice vote was as follows:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0187

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RE:

ENTER INTO AN AGREEMENT FOR SURVEYING SERVICES BETWEEN MS CONSULTANTS, INC. AND THE PORTAGE COUNTY BOARD OF COMMISSIONERS RELATIVE TO THE RAVENNA TRAINING AND LOGISTICS (RAVENNA ORDINANCE PLANT) POTABLE WATER SYSTEM AND SANITARY SEWER SYSTEM, PROJECT NOS. PC-W (08-120) AND PC (08-130), IN THE PORTAGE COUNTY REGIONAL SEWER DISTRICT.

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

RESOLVED, that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, the Department of Budget and Financial Management and the Water Resources Department, 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 was as follows:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0194

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RE: ACCEPT THE SETTLEMENT AND MUTUAL RELEASE BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS AND KATHI ENSLEY AND KATHI'S KASA.

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

WHEREAS, Kathi Ensley (Kathi's Kasa) and the Portage County Department of Job and Family Services entered into a written contract whereby Ms. Ensley would provide childcare services for and on behalf of the county; and

WHEREAS, the County terminated the contract, effective July 11, 2008; and

WHEREAS, the parties wish to resolve any and all claims arising out of the contract between them; now therefore be it

RESOLVED, that the Portage County Board of Commissioners agrees to enter into a settlement agreement and mutual release executed by Kathi Ensley (Kathi's Kasa) for full settlement of One Thousand Three Hundred Ninety-Two and 00/100 Dollars (\$1,392.00); and be it further

RESOLVED, that the Portage County Board of Commissioners authorizes the President of the Board, or his designee, to sign the settlement 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:

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

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RESOLUTIONS

March 10, 2009

1. Approval of Meeting Minutes from the March 5, 2009 regular Board Meeting as presented.
2. Approve the Bills as presented by the County Auditor and reviewed by the Internal Auditor./09-183
3. Approve the Journal Vouchers as presented by the County Auditor./09-184
4. Approve the Then & Now as presented by the Portage County Auditor./09-185
5. Approve Wire Transfers as presented by the County Auditor and reviewed by the Internal Auditor./09-188

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INVITATIONS/MEETING NOTICES

March 10, 2009

1. Invitation from the Ohio Community Corrections Association for the 8th Annual Conference “Back to Basics Addressing Criminogenic Targets” Saturday-Monday, April 1-3, 2009, Doubletree Hotel, Columbus.
2. Meeting notice for the Mental Health & Recovery Board meeting Monday, March 9, 2009, 6:30 PM, 155 E. Main St., Kent.
3. Invitation from Ohio Public Risk management Association for the 2009 Annual Meeting and Golf Outing on Thursday, May 14, 2009, 8:00 AM, Dublin, Ohio.
4. Invitation from Crestwood Local Schools for the tour of Crestwood’s 6-12 school facility on Wednesday, March 25, 2009, 6:00 PM in the Crestwood High School cafeteria.
5. Meeting notice for the AMATS Policy Committee meeting on Wednesday, March 18, 2009, 1:30 PM, Martin Center South Room, Akron.
6. Meeting notice for the Regional Planning Commission on Wednesday, March 11, 2009, 3:30 PM and 4:30 PM at 124 N. Prospect St.
7. Invitation for the 23rd annual Ohio Employee Ownership Conference on Friday, April 17, 2009, Akron/Fairlawn Hilton, 8:00 AM.

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INCOMING CORRESPONDENCE

DISCUSSION

March 10, 2009

1. March 4, 2009 correspondence from Janet Esposito, County Auditor, regarding a dormant bank account for Westwood Village sewer Project in 1996/Forward to the Water Resources Department and the Department of Budget & Financial Management for investigation.

2. March 4, 2009 e-mail from Linda Fankhauser, Clerk of Courts, regarding Passport Day in the USA Saturday, March 28, 2009/Journal Entry
3. February 27, 2009 memo from County Commissioners' Association of Ohio, requesting completion of the participation agreement for the new CCAO Service Corporation Energy Program within the next 30 days/Forward to JoAnn Townend for investigation.
4. March 5, 2009 e-mail from Gary Alger, State Auditor, regarding itemized hours for the 2007 audit/The Board of Commissioners will discuss the request for a meeting on 3/12/09.
5. March 6, 2009 e-mail from Bev Puleo, Portage County Board of MR/DD, regarding a request for proclamation and presentation to Dr. Macke/Executive Assistant to prepare the proclamation for presentation
6. The Board of Commissioners received a second request from Neighborhood Development Services Inc. for completion of administrative payments from Portage County to Neighborhood Development as requested by the State Auditors. (Referred to Internal Auditor on February 24, 2009)/Journal Entry.
7. March 4, 2009 e-mail from Bob Wrentmore, Building Department, including a draft of the Building Department Regulations and a draft of Forms and Fees/Commissioner Smeiles agreed to sit on a committee to discuss these changes.
8. March 4, 2009 correspondence from Joseph Hadley Jr., NEFCO, requesting appointment to the ERTAC Executive Committee by Tuesday, March 24, 2009/Forward to the Executive Assistant to investigate.

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JOURNAL ENTRIES

March 10, 2009

1. Board of Commissioners' authorization requested to have Commissioner Keiper sign the Ohio Public Works Commission Request to Proceed to award a construction contract to Workman Industrial Services for the Twin Lakes Waste Water Treatment Plant Preliminary Treatment Construction Project, Wastewater Improvements RD 22, OPWC Project No. CG20L/CG21L for a contract amount of \$ 644,465.00 as requested by the Department of Budget and Financial Management.
2. The Board of Commissioners received the monthly operating expenses and caseload report for County Public Defender's Office for November 2008 as presented by the County Auditor's Office.
3. Board of Commissioners' authorization requested to pay the February 28, 2009 Christley, Herington, Pierce Invoice #30723, for professional services rendered during February 2009 for the Sheriff's 2008 Negotiations \$ 87.50.

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PLEASE ADD TO YOUR AGENDA

March 10, 2009

1. Draft Resolution: to enter into a settlement agreement and mutual release between the Portage County Board of Commissioners and Kathi Ensley and Kathi's Kasa, Inc/09-0194.
2. The Board of Commissioners received the March 9, 2009 Traffic Advisory regarding State Route 700 Closure as presented by Ohio Department of Transportation/Information only

INFORMATION ONLY

March 10, 2009

1. March 3, 2009 correspondence from Edith Chase, to the Ohio EPA Division of Air Pollution Control, regarding a request for USEPA recognition of improved air quality in the Cleveland/Akron area.
2. March 6, 2009 e-mail from Denise Gehring, GAPP, Inc., including an Overview – WIA & Wagner-Peyster Implementation under the American Recovery and Reinvestment Act of 2009.
3. March 2, 2009 memo from Kathy Dillon, County Commissioners' Association of Ohio, including the meeting minutes from the County Commissioners' Association of Ohio Board of Trustee meeting January 23, 2009.

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Journal Entry

March 10, 2009

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

1. The Board of Commissioners authorized the opening of the Portage County Administration Building Auto Title Offices on Saturday, March 28, 2009 from 8:00 AM – 3:00 PM to allow the participation in the Passport Day in the USA program, as detailed by Clerk of Courts Linda Fankhauser. Forward to the Maintenance Director and Director of Security.
2. The Board of Commissioners acknowledged the receipt of the monthly operating expenses and caseload report for County Public Defender’s Office for November 2008, as presented by the County Auditor.
3. The Board of Commissioners authorized payment of the February 28, 2009 Christley, Herington, Pierce Invoice #30723 for \$87.50 for professional services rendered during February 2009 for the Sheriff’s 2008 Negotiations.
4. The Board of Commissioners accepted the recommendation of Water Resources Department Director Harold Huff and approved the request from Jeffrey Feciuch to waive sanitary sewer connection fees of \$8,155.00 at 3785 Waterloo Road in Randolph Township, contingent upon his purchase of that residence. The Commissioners noted that this will be an owner-occupied residence and that approvals for any other existing homes located on this gravity system will be considered on a case-by-case basis.
5. The Board of Commissioners signed the March 10, 2009 correspondence to County Auditor Janet Esposito requesting that her staff debit the General Fund and credit Fund 1480, as requested by the Portage County Prosecutor’s Office for the Violence Against Women 2009 Federal Grant and approved the Department of Budget and Financial Management:

	ORG	OBJECT	PROJECT	AMOUNT	DESCRIPTION
Debit	00100004	492100		\$ 17,104.50	Local Share
Credit	14803001	194000	9A588	\$ 15,647.81	Local Match/Share
Credit	14803001	194000	9B588	\$ 1,456.69	Local Match/Share

6. The Board of Commissioners authorized Commissioner Keiper to sign the February 6, 2009 correspondence to James G. Zupka, CPA, advising of the \$41,387.51 in administrative payments from

Portage County to the Neighborhood Development Services. Request completed by Internal Auditor Carol Kurtz.

- 7. The Board of Commissioners accepted the recommendation of Department of Budget & Financial Management Director Audrey Tillis and approved a supplement of \$47,091 to the County Sheriff's budget to fund separation payouts. The Board of Commissioners agreed that the supplement will come from the General Fund Contingency for separation payouts.
- 8. The Board of Commissioners accepted the recommendation of Department of Budget & Financial Management Director Audrey Tillis and approved a supplement of \$1,500 to the County Auditor's budget to fund the purchase of a replacement printer for the Budget Commission. The Board of Commissioners agreed that the supplement will come from the Equipment Contingency in the Commissioners' Other.

All in favor, motion carries

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JOURNAL ENTRY II

March 10, 2009

Motion by Maureen T. Frederick, seconded by Charles W. Keiper II to authorize Commissioner Keiper to sign the Ohio Public Works Commission Request to Proceed to award a construction contract to Workman Industrial Services for the Twin Lakes Waste Water Treatment Plant Preliminary Treatment Construction Project, Wastewater Improvements RD 22, OPWC Project No. CG20L/CG21L for a contract amount of \$664,465.00 as requested by the Department of Budget and Financial Management. Commissioner Smeiles abstaining, 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 **March 10, 2009**. 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 **2:32 PM**. All in favor, motion carries.

Charles W. Keiper II, President

Maureen T. Frederick, Vice President

Christopher Smeiles, Board Member

Deborah Mazanec, Clerk

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