

Tuesday, May 5, 2009

The Board of County Commissioners met in regular session on **Tuesday, May 5, 2009 at 9:30 AM** with the following members present:

Charles W. Keiper II

Maureen T. Frederick

Christopher Smeiles

*

*

*

*

*

It was moved by Maureen T. Frederick, seconded by Christopher Smeiles to approve the meeting minutes of the April 30, 2009 meeting. All in favor, motion carries

*

*

*

*

*

Also attending throughout the day: Catrina Ciesilk Kent Stater

*

*

*

*

*

PROSECUTOR – Cancelled due to a Mediation

Prosecutor's Correspondence

1. April 28, 2009 correspondence from Denise Smith to Andrew Walter, Health Professionals Ltd., regarding hospital billing for inmates at the Portage County Justice Center/Information only.
2. May 1, 2009 e-mail from Denise Smith, regarding a public records request from Walter & Haverfield/Information only – Clerk to respond for the Board of Commissioners.
3. April 30, 2009 e-mail from Leigh Prugh, regarding Portage County Treasurer vs. Carol Davidson/Information only.
4. April 29, 2009 e-mail from Chris Meduri, regarding a possible request for road name change/Information only at this time. The Board of Commissioners agreed that they would want support from the Ravenna Township Trustees before moving this forward.
5. April 30, 2009 e-mail from David Brode, regarding countywide dispatch/Forward to Jon Barber.

*

*

*

*

*

2009 FORMULA GRANT APPLICATION DISCUSSION

The Board of Commissioners discussed the applications as presented, approving their selections by Journal Entry today.

*

*

*

*

*

WATER RESOURCES

Present: Harold Huff , Jeff Lonzrick

1. SIGNATURES - Acceptance by Portage County of Pleasant Lakes at Brimfield Condominiums, Project No. BR-2 (04-030) Journal Entry.
2. SIGNATURES - Acceptance by Portage County of Pleasant Lakes at Brimfield Phase 3, Project No. BR-2 (06-220)/Journal Entry.

3. SIGNATURES - Acceptance by Portage County of Howe Road – Arthur Sewer Extension, Project No. BR-2 (08-020) /Journal Entry.
4. SIGNATURES - Approval to fill Engineering Technician I position/Journal Entry.
5. SIGNATURES - Approval to fill Water Treatment Superintendent Position/Journal Entry.
6. RESOLUTION - Sewer Trunk Credit Procedure/Resolution 09-0410.
7. The Director asked that the Board of Commissioners consider firms for consideration to perform the environmental assessment reports required by the Army Corps of Engineers for the Streetsboro Trunk Sewer Rehabilitation Projects, Phases 2 and 3/Board of Commissioners to consider on May 7, 2009.

* * * * *

DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT

Present: Audrey Tillis

Resolutions

1. Cash Advance Repayment from Fund 1017, Mediation and Dispute Grant DMST to Fund 0001, General Fund/09-409

Other

2. Journal entry approval(s):
 - a. Processing NH Expenditure Correction – Johnson & Miller & Schmitz, LLP Invoices
 - b. Processing JFS Expenditure Correction – Johnson & Miller & Schmitz, LLP Invoices

Updates

3. The Director will attend the Elected Official FY 2010 Budget Briefing
4. The Director presented the Compensation Report by Payroll Location

The Director noted that Homeland Security and Emergency Management Office Director Jon Barber requested \$10,000 in contingency funding for expenses in dealing with the flu outbreak. The only charge so far is the purchase of a lunch. The Board of Commissioners agreed to add \$1,000 to the Homeland Security and Emergency Management Office budget for various expenses. Commissioner Frederick noted that the Health Department has asked for \$40,000 for salary costs. Audrey Tillis to contact Health Commissioner Chip Porter to determine what the need is.

* * * * *

RESOLUTION No. 09-0398 - 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 May 5, 2009 in the total payment amount of **\$156,772.48 for Funds 0001-8600** as set forth in the

* * * * *
RESOLUTION No. 09-0401 - RE: APPOINTMENT TO DISTRICT NO. 7 INTEGRATING COMMITTEE - STATE ISSUE 2 INFRASTRUCTURE BOND ISSUE.

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

RESOLVED, that the Board of Portage County Commissioners does hereby appoint Charles W. Keiper II, Portage County Commissioner, and Michael A. Marozzi, P.E., P.S., Portage County Engineer, as representatives of Portage County on the District No. 7 Integrating Committee - State Issue 2 Infrastructure Bond Issue for a three year term commencing May 30, 2009; and be it further

RESOLVED, to ensure that all interests are represented at all meetings and to ensure meeting quorums, the Board of Commissioners appoints Christopher Smeiles as Commissioner Keiper's alternate and Scott Miller as County Engineer Marozzi's alternate; 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, Yea; Maureen T. Frederick, Yea; Christopher Smeiles, Yea;

* * * * *
RESOLUTION No. 09-0402 - RE: ACCEPT PROPOSAL OF DAVEY RESOURCE GROUP AND ENTER INTO AGREEMENT TO PROVIDE PROFESSIONAL ENGINEERING SERVICES TO PREPARE THE 404 ARMY CORPS OF ENGINEERS WETLAND PERMIT OR SECTION 401 WATER QUALITY PERMIT FROM OHIO EPA APPLICATION FOR THE RAN 59 CH79I BRIDGE REPLACEMENT PROJECT ON SAXE ROAD OVER THE FEEDER CANAL IN RANDOLPH TOWNSHIP, PORTAGE COUNTY.

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

WHEREAS, a technical and fee proposal to provide professional engineering services to prepare the 404 Army Corps of Engineers wetland permit or Section 401 Water Quality Permit from Ohio EPA application for the RAN 59 CH79I Bridge Replacement Project on Saxe Road

over the Feeder Canal was received by the Portage County Engineer from **Davey Resource Group**, and

WHEREAS, the Portage County Engineer, upon review of the proposal from **Davey Resource Group**, recommends that said proposal be accepted by the Board of Portage County Commissioners; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby accept the proposal of **Davey Resource Group**, to provide said consulting services for the RAN 59 CH791 Bridge Replacement Project, and be it further

RESOLVED, that said services will be performed by **Davey Resource Group, 1500 North Mantua Street, Kent, OH 44240-5193**, at a cost not to exceed \$16,655.00.

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;

*

*

*

*

*

RESOLUTION No. 09-0403

-

RE: ACCEPT PROPOSAL OF DAVEY RESOURCE GROUP AND ENTER INTO AGREEMENT TO PROVIDE PROFESSIONAL ENGINEERING SERVICES TO PREPARE THE 404 ARMY CORPS OF ENGINEERS WETLAND PERMIT OR SECTION 401 WATER QUALITY PERMIT FROM OHIO EPA APPLICATION FOR THE SHA 146 TH217B BRIDGE REPLACEMENT PROJECT ON COOLEY ROAD OVER THE WEST BRANCH OF MAHONING RIVER SHALERSVILLE TOWNSHIP, PORTAGE COUNTY.

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

WHEREAS, a technical and fee proposal to provide professional engineering services to prepare the 404 Army Corps of Engineers wetland permit or Section 401 Water Quality Permit from Ohio EPA application for the SHA 146 TH217B Bridge Replacement Project on Cooley Road over West Branch of Mahoning River was received by the Portage County Engineer from **Davey Resource Group**, and

WHEREAS, the Portage County Engineer, upon review of the proposal from **Davey Resource Group**, recommends that said proposal be accepted by the Board of Portage County Commissioners; now therefore be it

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;

* * * * *
RESOLUTION No. 09-0405 - RE: ACCEPT BIDS FOR VARIOUS BITUMINOUS LIQUIDS FOR USE BY THE PORTAGE COUNTY ENGINEER.

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

WHEREAS, notice of Receiving Bids to furnish **Bituminous Liquids** for use by the Portage County Engineer was published in the Record Courier on **March 27, 2009** and **April 3, 2009**, and

WHEREAS, two (2) sealed bids for furnishing various **Bituminous Liquids** for use by the Portage County Engineer were received, tabulated and recorded by the Portage County Commissioners on April 14, 2009; and

WHEREAS, after reviewing said bids, the Portage County Engineer recommended the bid of **Russell Standard Corporation/JASA Asphalt**, 990 Hazel Street, Akron, Ohio 44305 be accepted as the lowest and best bid received in accordance with the following stipulations:

1. All materials to be ordered as needed and in amounts needed at the time of order.
2. Payment of the order to be made upon receipt of the invoice after delivery of the materials.

now therefore be it

RESOLVED, that the bid of Russell Standard Corporation/JASA Asphalt, for Bituminous Liquids, be accepted as follows:

CRS-2, FOB Plant @ **1.650**/Gallon
CRS-2, Delivered to Various Locations @ **1.705**/Gallon
HFRS2P, Delivered to Various Locations @ **2.286**/Gallon
HFRS2P, FOB Plant @ **2.235**/Gallon
HFRS2, Delivered to Various Locations @ **1.705**/Gallon
HFRS2, FOB Plant @ **1.650**/Gallon

and be it further

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

Voice vote as follows:

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

* * * * *
RESOLUTION No. 09-0406 - RE: ACCEPT BIDS FOR VARIOUS BITUMINOUS MATERIALS FOR USE BY THE PORTAGE COUNTY ENGINEER.

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

WHEREAS, notice of Receiving Bids to furnish **Bituminous Materials** for use by the Portage County Engineer was published in the Record Courier on **March 27, 2009** and **April 3, 2009**, and

WHEREAS, five (5) sealed bids for furnishing various **Bituminous Materials** for use by the Portage County Engineer were received, tabulated and recorded by the Portage County Commissioners on April 14, 2009; and

WHEREAS, after reviewing said bids, the Portage County Engineer recommended the bids of the following vendors be accepted as the lowest and best bids received:

- Shalersville Asphalt Company**, P.O. Box 540, Burton, Ohio 44021
- Mar-Zane, Inc.**, 720 Home Avenue, Akron, Ohio 44310
- Central -Allied Enterprises, Inc.**, P.O. Box 80449, Canton, Ohio 44708-0449
- Tallmadge Asphalt Paving Company**, 741 Tallmadge Road, Brimfield, Ohio 44240
- D & R Supply, Inc.**, 18228 Fulton Road, Marshallville, Ohio 44645

In accordance with the following stipulations:

1. All materials to be ordered as needed and in amounts needed at the time of order from the supplier that has available material.
2. Payment of the order to be made upon receipt of the invoice after delivery of the materials.
3. Bids of alternate suppliers be accepted to ensure continuity of the Engineer's scheduled work program;

now therefore be it

RESOLVED, that bids for Bituminous Materials be accepted as follows:

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

Voice vote as follows:

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

* * * * *

RESOLUTION No. 09-0408 - RE: ACCEPT THE ISSUE 2 (INFRASTRUCTURE PROGRAM) GRANT AWARD – OPWC PROJECT NUMBER CGU20 - FOR THE PORTAGE COUNTY ENGINEER FOR THE SHA 141 TH210B (COIT ROAD) BRIDGE REPLACEMENT IN SHALERSVILLE TOWNSHIP, PORTAGE COUNTY.

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

WHEREAS, the Portage County Board of Commissioners authorized the Portage County Engineer to submit a grant application to the Ohio Public Works Commission for the SHA 141 TH210B (Coit Road) Bridge Replacement, Shalersville Township, Portage County, Ohio, by adopting Resolution 08-0992 on September 30, 2008; now therefore be it

RESOLVED, that the Board of Portage County Commissioners hereby accepts the Ohio Public Works Commission grant award of \$754,600 – OPWC Project Number CGU20 -- and designates the President of the Board of Commissioners as the authorized official to execute contracts for the Portage County Engineer as required by the Ohio Public Works Commission; and be it further

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

Voice vote as follows:

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

* * * * *

RESOLUTION No. 09-0409 - RE: CASH ADVANCE REPAYMENT- FROM FUND 1017, MEDIATION & DISPUTE GRANT DMST TO FUND 0001, GENERAL FUND

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

WHEREAS, on December 30, 2008, the Board of Commissioners adopted Resolution No. 08-1241, approving a cash advance in the amount of \$ 2,500.00 until grant revenues were received, and

WHEREAS, Fund 1017 has received grant revenue; now therefore be it

RESOLVED, that the following cash advance repayment be made in the amount of \$ 2,500.00

FROM:

FUND 1017, MEDIATION & DISPUTE GRANT DMST

ORGCODE - 10175509

Debit Expense Account

Object Code -921000 – Advance-out Returns \$ 2,500.00

TO:

FUND 0001, GENERAL FUND

ORGCODE- 00100002

Credit Revenue Account

Revenue Source - 291000 – Advance-in Repayment \$ 2,500.00

and be it further

RESOLVED, that the County Auditor is hereby requested to make said cash advance repayment by Journal Entry, and that a certified copy of this resolution be filed with the County Auditor, the Domestic Relations Court 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, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

*

*

*

*

*

RESOLUTION No. 09-0410

- **RE:**

AUTHORIZE THE PORTAGE COUNTY WATER RESOURCES DEPARTMENT TO ADOPT A POLICY FOR ESTABLISHING SANITARY SEWER TRUNK CREDITS.

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

2. Approve the Bills as presented by the County Auditor and reviewed by the Internal Auditor./09-398
3. Approve the Journal Vouchers as presented by the County Auditor./09-399
4. Approve the Then & Now as presented by the Portage County Auditor./09-400
5. Appointment to the District No. 7 Integrating Committee State Issue 2 Infrastructure Bond Issue – Charles W. Keiper II and alternate Christopher Smeiles and Mickey Marozzi and Scott Miller as his alternate for a three year term commencing May 30, 2009./09-401
6. Accept proposal of Davey Resource Group and enter into an agreement to provide professional engineering services to prepare the 404 Army Corps of Engineers wetland permit or Section 401 water quality permit from Ohio EPA Application for the RAN 59 CH791 Bridge Replacement Project on Saxe Road over the Feeder Canal in Randolph Township, Portage County (County Engineer)./09-402
7. Accept proposal of Davey Resource Group and enter into an agreement to provide professional engineering services to prepare the 404 Army Corps of Engineers wetland permit or Section 401 water quality permit from Ohio EPA Application for the SHA 146 TH217B Bridge Replacement Project on Cooley Road over the West Branch of Mahoning River Shalersville Township, Portage County (County Engineer)./09-403
8. Accept proposal of Davey Resource Group and enter into an agreement to provide professional engineering services to prepare the 404 Army Corps of Engineers wetland permit or Section 401 water quality permit from Ohio EPA Application for the MAN 137 CH1971 Bridge Replacement Project on Frost Road over the Black Brook Ditch in Mantua Township, Portage County (County Engineer)./09-404
9. Accept bids for various bituminous liquids for use by the Portage County Engineer./09-405
10. Accept bids for various bituminous materials for use by the Portage County Engineer./09-406
11. Enter into a rental agreement with the American Legion – Kent for use of their banquet facility for employee appreciation day on August 22, 2009./09-407
12. Accept the Issue 2 (Infrastructure program) grant award OPWC Project No. CGU20 – for the Portage County Engineer for the SHA 141 TH210B (Coit Road) Bridge Replacement in Shalersville Township, Portage County./09-408

* * * * *

INVITATIONS/MEETING NOTICES

May 5, 2009

1. Invitation from Village Network for the Buckeye Container Village Network Golf Classic on Friday, June 5, 2009, Wooster Country Club, 8:30 AM.
2. Invitation to the International Community Corrections Association (ICCA) Regional Conference, Monday-Tuesday, June 15-16, 2009, Cleveland Marriott East.
3. Invitation from the Portage County Literacy Coalition for the 2009 Spelling Bee on Friday, May 1, 2009, NEOUCOM Conference Center, 10:30 AM-1:00 PM.
4. Invitation from the Kent Environmental Council for the 19th Annual Cuyahoga River Day on Saturday, May 16, 2009, times and locations vary.

5. Invitation from The Ohio Benefit Bank for the Portage County Regional Meeting with Community Partners on Thursday, May 21, 2009 at Family & Community Services, 9:00-11:00 AM.

* * * * *

INCOMING CORRESPONDENCE

DISCUSSION

May 5, 2009

1. April 27, 2009 correspondence from Charles T. Riehl, Walter & Haverfield LLP, regarding a public records request/Referred to Water Resources Department to respond/Clerk to respond
2. April 29, 2009 correspondence from Jennifer King, Neighborhood Development Services Inc., including a draft of the Programmatic Agreement for coordination with the Ohio Historic Preservation Office for Board review and comment/Forward to the Prosecutor for review and comment.
3. April 23, 2009 e-mail from Michelle Ripley, Human Resources Department, regarding the safety council incentive/One Commissioner to respond.
4. April 30, 2009 e-mail from John Trew, regarding the Portage County Regional Airport Board of Trustees/Clerk to schedule.

* * * * *

JOURNAL ENTRIES

May 5, 2009

1. Pursuant to House Bill 355, Board of Commissioners' acknowledgement of the receipt of the Portage County Combined General Health District 1st Quarter Report, as presented by DuWayne Porter, Health Commissioner.
2. Board of Commissioners' authorization requested to pay Neighborhood Development Services \$5,975.00 for RLF Administration for Invoice Number October-December 2008 as presented by Neighborhood Development Services. Documents reviewed by Carol Kurtz, Internal Auditor noting the amounts in the summary tie to the time sheets.
3. April 29, 2009 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimate Resources for the fiscal year beginning January 1, 2009 as presented by the Portage County Auditor's Office.
4. Board of Commissioners' authorization requested to allow use of the 3rd Floor Veteran Services Office on Monday, May 18, 2009 from 4:30-7:00 PM for a Commission Meeting as requested by Robert Park, Veteran Services.
5. Board of Commissioners' authorization requested to have Commissioner Keiper sign the Environmental Review Record which includes the Statutory Checklist, Finding and Signature of Responsible Individuals (CEO Certification of Environmental Review Completion) and the Certification of Determination of Subsequent Exemption for a Categorical Exclusion for the for Accurate Fab, LLC / Adellis Ltd. as presented

by Neighborhood Development Services Inc. Documents need not be reviewed by Carol Kurtz, Internal Auditor.

6. The Board of Commissioners received the monthly operating expenses and caseload report for County Public Defender's Office for January 2009 as presented by the County Auditor's Office.
7. The Board of Commissioners received the April 30, 2009 correspondence from the Portage County Sheriff's Department including the Monthly Record of Proceedings and Transactions for April 2009, in accordance with Ohio Revised Code Section 325.07.

* * * * *

REFERRED

May 5, 2009

1. The Board of Commissioners received an invitation to attend a free pipeline safety emergency response program on Tuesday, May 5, 2009, 5:30 PM at the Holiday Inn, Canton. Referred to Office of Homeland Security & Emergency Management and Maintenance Department.
2. Undated correspondence (received April 30, 2009) from Terry Kettering, Brimfield Area Chamber of Commerce including an invoice for 2009 membership dues. Referred to Economic Development.

* * * * *

INFORMATION ONLY

May 5, 2009

1. Undated correspondence (received April 30, 2009) from Children's Advantage, requesting a tax deductible gift.
2. April 28, 2009 memo from Mickey Marozzi, County Engineer, regarding Round 24 (PY-10) Grant Pre Applications, OPWC Infrastructure Program Schedule.
3. April 28, 2009 correspondence from Harold Huff, Water Resources, regarding the Board's request for a response to Gregory and Mary Thewes.
4. The Board of Commissioners received the Portage County Regional Airport Authority meeting minutes from March 11, 2009.
5. April 30, 2009 e-mail from Anita Herington, regarding the nomination of the Children's Services Social Workers for a Local Heroes Award by The Children's Advocacy Center.
6. Undated notice (received May 1, 2009) from the Ohio Public Risk Management Association, canceling it's May 14, 2009 Annual Meeting.
7. April 27, 2009 memo from County Commissioners' Association of Ohio, including the meeting minutes from the March 20, 2009 County Commissioners' Association of Ohio Board of Trustee meeting.
8. The Board of Commissioners received the May 1, 2009 Portage County Update as presented by Ohio Department of Transportation.

9. The Board of Commissioners received a Public Notice from the Ohio EPA, indicating the Final Issuance of Certification to the Portage County Engineer on the project to realign and widen 825 feet of Lakewood Road, including Bridge Replacement.

* * * * *

Journal Entry

May 5, 2009

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

1. Pursuant to House Bill 355, the Board of Commissioners acknowledged the receipt of the Portage County Combined General Health District 1st Quarter Report, as presented by DuWayne Porter, Health Commissioner.
2. The Board of Commissioners authorized payment to Neighborhood Development Services for \$5,975.00 for RLF Administration for the Invoice for October-December 2008, as presented by Neighborhood Development Services. Documents reviewed by Carol Kurtz, Internal Auditor noting the amounts in the summary tie to the time sheets.
3. The Board of Commissioners acknowledged the receipt of the April 29, 2009 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimate Resources for the fiscal year beginning January 1, 2009, as presented by the Portage County Auditor.
4. The Board of Commissioners authorized the use of the 3rd Floor Veteran Services Offices on Monday, May 18, 2009 from 4:30-7:00 PM for a Commission Meeting, as requested by Robert Park, Veteran Services.
5. The Board of Commissioners authorized Commissioner Keiper to sign the Environmental Review Record, which includes the Statutory Checklist, Finding and Signature of Responsible Individuals (CEO Certification of Environmental Review Completion) and the Certification of Determination of Subsequent Exemption for a Categorical Exclusion for the for Accurate Fab, LLC / Adellis Ltd., as presented by Neighborhood Development Services Inc.
6. The Board of Commissioners acknowledged the receipt of the Monthly Operating Expenses and Caseload Report for County Public Defender's Office for January 2009, as presented by the County Auditor.
7. The Board of Commissioners acknowledged the receipt of the April 30, 2009 correspondence from the Portage County Sheriff including the Monthly Record of Proceedings and Transactions for April 2009, in accordance with Ohio Revised Code Section 325.07.
8. The Board of Commissioners signed the April 28, 2009 correspondence to DaCath Development, PO Box 340 of Kent, advising that the Portage County Water Resources Department records indicate that Project No. BR-2 (04-030), Pleasant Lakes at Brimfield Condominiums has been completed, including construction of all water lines, hydrants, sewers, testing, adjustment of manholes to final grade and restoration. All conditions of the General Sewer Agreement have been met and the project is accepted by Portage County subject to the usual one year guarantee of workmanship and material.
9. The Board of Commissioners signed the April 28, 2009 correspondence to DaCath Development, PO Box 340 of Kent, advising that the Portage County Water Resources Department records indicate that Project

No. BR-2 (06-220), Pleasant Lakes at Brimfield Phase 3 been completed, including construction of all water lines, hydrants, sewers, testing, adjustment of manholes to final grade and restoration. All conditions of the General Sewer Agreement have been met and the project is accepted by Portage County subject to the usual one year guarantee of workmanship and material.

10. The Board of Commissioners signed the April 30, 2009 correspondence to Leon Co., Ltd., 2014 Wiltshire Road of Akron, advising that the Portage County Water Resources Department records indicate that Project No. BR-2 (08-020), Howe Road – Arthur Sewer Extension has been completed, including construction of all sewer, testing, adjustment of manholes to final grade and restoration. All conditions of the General Sewer Agreement have been met and the project is accepted by Portage County subject to the usual one year guarantee of workmanship and material.
11. The Board of Commissioners signed the May 5, 2009 correspondence authorizing the full time permanent hire of Michael Frymire as an Engineering Technician I within the Water Resources Department, as recommended by Director Harold Huff. The Board of Commissioners notes that this hire is contingent upon the applicant passing a pre-employment physical and drug screen.
12. The Board of Commissioners signed the May 5, 2009 correspondence authorizing the full time permanent hire of Zachary Martin as the Water Treatment Superintendent within the Water Resources Department, as presented by Director Harold Huff. The Board of Commissioners notes that this hire is contingent upon the applicant passing a pre-employment physical and drug screen.
13. The Board of Commissioners signed the May 5, 2009 correspondence to Portage County Auditor Janet Esposito requesting that staff debit Fund 5100 for \$5,846.00 and credit the General Fund as requested by The Woodlands At Robinson and approved the Department of Budget and Financial Management:

	ORG	OBJECT	PROJECT	AMOUNT	DESCRIPTION
Debit	51000544	422000		\$5,846.00	General Labor Matters
Credit	00010004	422000		\$5,846.00	General Labor Matters NH

14. The Board of Commissioners signed the May 5, 2009 correspondence to Portage County Auditor Janet Esposito requesting that staff debit Fund 1414 for \$ 8,560.96 and credit the General Fund as requested by the Human Resources Department and approved the Department of Budget and Financial Management:

	ORG	OBJECT	PROJECT	AMOUNT	DESCRIPTION
Debit	14140514	422000		\$8,560.96	General Labor Matters
Credit	0010004	422000		\$8,560.96	General Labor Matters JFS

15. The Board of Commissioners approved the following Personnel Requisitions, as presented by the Portage County Human Resources Department and approved by Department of Job & Family Services Director Anita Herington:

DEPARTMENT	JOB TITLE	GRADE	ACTION
Department of Job & Family Services	Employment Service Counselor (Replacing Traci Larlham)	JFS H	Post Internally and Externally

16. The Board of Commissioners approved the following activities for submission to the 2009 Community Development Block Grant Program (CDBG), Small Cities Formula Allocation Grant Application to the Ohio Department of Development, Office of Housing and Community Partnerships:

Total 2009 CDBG Formula Grant	\$350,000
Administration	52,500
Fair Housing	7,000
Slot 1. Coleman Professional Services – Rehab of apartment building (porches, doors, plumbing) at 164 East Spruce Street, Ravenna	66,800
Slot 2. Family & Community Services of Portage County - Demolition of White Rubber Building under slum and blight	60,300
Slot 3. Family & Community Services of Portage County – Pave parking lot at Oakwood Street Building	31,400
Slot 4. Community Action Council – Replace roof on CAC building, 1036 West Main Street, Ravenna	50,000
Slot 5. Village of Hiram – Demolition of old Hiram School for health and safety and removal of blight.	82,000
Total	350,000
Alternate: Townhall II – Rehab of Kent Office Building, stabilization of exterior wall, three heater controls, replace door	28,767

17. The Board of Commissioners is proceeding under Ohio Revised Code Section 307.79 to enact a set of rules to implement the National Pollution Discharge Elimination System (NPDES) Phase II requirements.

Today, the Board of Commissioners approved the draft *Portage County Illicit Discharge and Storm Water Rules* and the *Portage County Construction Site Sediment, Erosion and Storm Water Management Rules*, as recommended by the Portage County Storm Water Task Force and reviewed by Portage County Assistant Prosecuting Attorney Leigh Prugh. The Board of Commissioners agreed to schedule the two required public hearings in June to hear comments on these draft rules and also agreed to display the draft rules at their office in the Portage County Administration Building in Ravenna, the Portage County Engineer’s Facility on Newton Falls Road and the Portage County Soil and Water Conservation Office on State Route 88 in Ravenna Township.

All in favor, motion carries.

* * * * *

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners’ meeting on **May 5, 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 **10:50 AM**. All in favor, motion carries.

Charles W. Keiper II, President

Maureen T. Frederick, Vice President

Christopher Smeiles, Board Member

Deborah Mazanec, Clerk

* * * * *