

Tuesday, July 13, 2010

The Board of County Commissioners met in regular session on **Tuesday, July 13, 2010 at 9:20 AM** with the following members present:

Charles W. Keiper II

Maureen T. Frederick

Christopher Smeiles

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It was moved by Maureen T. Frederick, seconded by Christopher Smeiles to approve the meeting minutes of the July 8, 2010 meeting. All in favor, motion carries

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

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THE WOODLANDS AT ROBINSON

Present: Barb Fleischmann, Mike Coury, Allison Box and Karen U'Halie

The Administrator advised the Board of Commissioners that the census is at 68 today with two in the hospital. Mr. Coury noted that there has been 137 admissions and 129 discharges in 2010 with the average length of stay being 29 days. 53% of residents are discharged to their homes and 24% of residents are discharged to a hospital. Mr. Coury credits Dr. Cope for managing the residents in place rather than moving them to a hospital. Residents see Dr. Cope daily and his nurse practitioner one or two times per week.

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The social held event at the Woodlands on Sunday, July 11th was a great success. There were 10 antique cars, which the residents were escorted to see.

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The Administrator has obtained two proposals from outside collection agencies to begin the process of collecting residents' debt. The Prosecutor has advised the Board of Commissioners to hire an outside agency. Mr. Coury presented two proposals for Board consideration; one from the law firm of Rolf Goffman and the second from Capital Recovery Systems, Inc., which is used by the Portage County courts. Above and beyond collections, Commissioner Frederick suggested that there be an investigation into possible fraud, if there is a concern that Medicare has paid the bill and the resident or family has not paid the Woodlands. She also wondered, if found, does the County have any obligation to report that fraud? Mr. Coury responded that the receiver of the check is responsible to pass on the payment.

Commissioner Smeiles pointed out that Capital Recovery proposal is based on payment while the law firm gets paid no matter if payment is paid or not. The Board of Commissioners asked staff to make a recommendation by next week; Mr. Coury agreed to get references.

Commissioner Smeiles suggested that there should be a policy as to how to handle the situation when residents are removed from the facility for non-payment. The county cannot feed and care for residents

who are not paying. Mr. Coury noted that there are very specific conditions for removing a resident including that another facility that will accept the resident must be identified. Mr. Coury added that there is only a small number of residents that have amassed large amounts of debt to the facility. The facility could issue a 30 day discharge immediately for the one resident who owes \$66,000; staff added that the Social Security Administration now sends the check directly to the facility. Staff to draft a written protocol/policy for future residents and start the process to discharge residents in arrears by more than 30, 60, or 90 days delinquent, sending a final letter stating that the next step will be eviction.

The Board of Commissioners agreed that the Clerk should ask Clerk of Courts Linda Fankhauser if she is satisfied with Capital Recovery Systems Inc. efforts and how successful the program is.

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9:50 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Maureen T. Frederick**, seconded by **Christopher Smeiles** that the Board of Commissioners move into executive session to consider a discipline issue. **Also present:** Nursing Home Administrator Barb Fleischmann, Mike Coury, Allison Box and Human Resources Department Director Karen U’Halie. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

10:00 AM Nursing Home Administrator Barb Fleischmann, Allison Box and Human Resources Department Director Karen U’Halie left the Executive Session.

10:15 AM Upon conclusion of the above referenced discussion, it was moved by **Maureen T. Frederick** , seconded by **Charles W. Keiper II** that the Board of Commissioners move out of executive session. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

After exiting Executive Session, the Board of Commissioners took action by Journal Entry. The Board of Commissioners also agreed to ask the Human Resources Department Director to draft a letter from the Board of Commissioners to be posted at the entrance of the nursing home notifying visitors that they must sign in and sign out, which will assist staff in respecting the privacy of residents.

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BUILDING DEPARTMENT CBO

Present: Bob Wrentmore, Jim Manion, Charlene Badger, Denise Smith

10:20 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Maureen T. Frederick**, seconded by **Christopher Smeiles** that the Board of Commissioners move into executive session to consider a discipline issue. **Also present:** CBO Bob Wrentmore, General Services Director Jim Manion, Executive Assistant Charlene Badger, Attorney Denise Smith. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

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

After exiting Executive Session, the Board of Commissioners took action by Journal Entry.

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PROSECUTOR

Present: Denise Smith

Prosecutor's Correspondence

July 13, 2010

1. July 10, 2010 correspondence from Denise Smith, regarding Nursing Home Debt Collection/Information only.

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10:45 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Maureen T. Frederick**, seconded by **Christopher Smeiles** that the Board of Commissioners move into executive session to discuss an imminent litigation issue. **Also present:** Attorney Denise Smith. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

11:00 AM Upon conclusion of the above referenced discussion, it was moved by **Maureen T. Frederick**, seconded by **Charles W. Keiper II** that the Board of Commissioners move out of executive session. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

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

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REGIONAL PLANNING COMMISSION

Present: Todd Peetz

The Director reviewed the July 14th meeting Regional Planning Commission executive committee and regular meeting agendas.

The Farmland Preservation Application for the Gang Farm has been approved.

The Director reviewed the draft 2011 Tax Budget with the Board of Commissioners pointing out a variety of reductions in both revenues and expenditures, a 13% reduction from 2009.

Regional Planning Commission is investigating an application for the Community Challenge Grant.

Shalersville Township intends to hold a public hearing in September to hear comment on the Comprehensive Plan.

The Director is pursuing the New Horizon grant and the USDA Rural Business Enterprise Grant.

The Director noted that the variance on Congress Lake Road in Suffield Township may be controversial. There is concern that approval of this variance may allow Muzzy Lake and Sandy Lake residents the same option.

There will be a discussion on the possible charging of a Fee for Preliminary Plan Extensions. Staff recommendation is for a nominal fee.

The Portage Revitalization Innovation and Development Excellence (PRIDE) Committee continues to meet monthly. The group intends to change the acronym recently.

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WATER RESOURCES

Present: Harold Huff, Jeff Lonzrick, and Dave Sloan

1. **RESOLUTION** - Approving a request for installment payments of connection charges for connection to the sanitary sewerage system in the Portage County Regional Sewer District and rescinding Resolution 10-0532 adopted June 8, 2010/10-0652.
2. **SIGNATURES/JOURNAL ENTRY**- Final Payment Application Request No.17, for Charles F. Mann Painting Company for Project No. PC (05-170) Portage County WWTP's Tank Painting./Journal Entry
3. **DISCUSSION** – The Board of Commissioners received a June 30th correspondence from sewer customer Richard Warren regarding a bill for 2101 Brady Lake Road. This is a non-residential property and, since it is not metered as required, the bill was for the number of units plus 50%. The Director noted that the well was capped in May 2010, about one month before the final bill was sent, and no other bills will be issued. The Director has provided this information in a letter to Mr. Warren dated July 9, 2010.
4. **DISCUSSION** – Portage County Resolution 99-718 Section 1005.04, “Connection to Available Public Sewers Required” and related Ohio Revised Code Section 6117.51 and Ohio Administrative Code Section 3701-29-02 requires connection to a sewer line within 200 feet of a home.

Within the last three and one-half months, the Director has sent 178 letters to Portage County residents who live within 200’ of a sewer line but are not connected. Another 41 homes are getting a second look.

Commissioner Keiper wondered why the Board of Commissioners did not know that the letters were being sent and why the draft was not reviewed by the Executive Assistant, as directed by the Board of Commissioners. Commissioner Frederick asked what prompted the Water Resources Department to send these letters at this time. Director Huff replied that he was hearing of individual cases and asked staff to compile a list of homes not tied into the system. The gap was larger than the director thought and he wanted to make this consistent. Commissioner Frederick noted that these are the worst of times and stated that this puts the Board of Commissioners in a precarious light.

Commissioner Smeiles asked if the Director has a solution as to how to proceed. The Director responded that he has been in contact with Neighborhood Development Services, Inc. and the townships have money available. He added that the department counts on taps and associated revenue to fund the department. This review was conducted to maintain a consistency.

The Director will attend the 2:30 PM meeting today with Ravenna Township Trustee Pat Artz.

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DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT

Present: Audrey Tillis

RESOLUTIONS

1. Other Funds Amendments to the Annual Appropriation Resolution/10-0646
 - a. Fund 1166, EMPG Homeland Security Grant –Supplemental, Correct Expense Per New Grant
2. Create Fund 4011, Regional Planning Parking Lot/10-0647
3. Cash Advance Repayment from Fund 1112, Sheriff Inmate Commissary to Fund 0001, General Fund/10-0648
4. Cash Advance Repayment from Fund 7218, WC Retro Rating Plan 2009 to Fund 7201, WC RR P General Administration/10-0649

OTHER

5. Journal entry approval(s):
 - a. Processing Local Match – FY 08 Community Housing Improvement Program (CHIP) Grant
 - b. Processing Payment of Invoice for Prosecutor’s Grants
6. Discussion Items:
 - a. The Director presented the FY 2010 General Fund 2nd Quarter Review noting that it appears that departments are keeping to their budgets with cutbacks in expenses. She added that the Prosecutor promoted one employee and a Board of Elections employee was taken off probation.

UPDATES

7. The Director presented the Compensation Report by Payroll Location
8. The Director is working with Attorney Denise Smith on the resolution of necessity.

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11:55 AM Lunch Recess

1:25 PM Board of Commissioners reconvened

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DISTRICT LIBRARY TAX BUDGET HEARING – PROPOSED FY 2011 TAX BUDGET

Convened at 1:25 PM

Present: Commissioners Keiper and Frederick, Cecelia Swanson, David Brown, Audrey Tillis, Deborah Mazanec

- I. Welcome and Introductions – Commissioner Keiper
- II. Reading of the Public Notice – Clerk Deborah Mazanec
- III. Public Comment and Questions
Director Swanson noted the Library has no idea where they will be financially next year but hopes for no further reductions. She added that budget is 30% less than the 2001 budget
- IV. Adjournment at 1:32 PM

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COUNTY TAX BUDGET PUBLIC HEARING – PROPOSED FY 2011 TAX BUDGET

Convened at 1:32 PM

Present: Commissioners Keiper and Frederick, Cecelia Swanson, David Brown, Audrey Tillis, Deborah Mazanec

- I. Welcome and Introductions – Commissioner Keiper
- II. Reading of the Public Notice – Clerk Deborah Mazanec
- III. Public Comment and Questions
Director Tillis noted that this is a tight budget adding that last year the Local Government Fund was reduced by \$500,000 after certification.
- IV. Adjournment at 1:35 PM

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Regular Session

- 1. Resolution to adopt Portage County’s Proposed Tax Budget for FY 2011/10-0650.
- 2. Resolution to adopt the Portage County District Library and District Library Consortium’s Proposed Tax Budget for FY 2011 /10-0651.

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RAVENNA TOWNSHIP

Present: Trustee Pat Artz; Hayes Road Resident Florence Spear; Mike Bogo and Dave Vaughan, Neighborhood Development Services, Inc.; Harold Huff, Dave Sloan, Jeff Lonrick, Portage County Water Resources Department; Kevin Watson, Health Department; Mike Sever, Record Courier

Trustee Artz requested this meeting with the Board of Commissioners regarding Hayes Road residents who have received notices from the Portage County Water Resources Department requiring them to tap into the county sewer line within the next 90 days. She is asking for an extension of the tap in requirement.

Trustee Artz stated that the County will make \$240,000/year with these tap-in fees. She added that the Neighborhood Development Services will try to help. She is asking that the Board of Commissioners give Mrs. Spear a 20-year assessment on her water and sewer bill. If the county had made the homeowner tap in 10 years ago, it would have been cheaper. Commissioner Smeiles noted that this process is in place and is called a Time Tap.

Mrs. Spear stated that she has tapped every resource except her husband's IRA. When the line was put in, it was a Rootstown line for an allotment to be built. Homeowners were not encouraged to hook in; since her septic was ok, she did not worry about hooking in.

Director Harold Huff noted that the department's professional engineer came up with a cost for Mrs. Spear at no more than \$14,000 not the \$30,000 mentioned in the Record Courier article. This was not an assessed project, and Mrs. Spear will not be paying a front footage charge.

Director Huff noted that the \$4,677 trunk plant and permit fees can be stretched out over five years on the sewer/water bill. There are 14 residents in the area and 10 are tied on, with seven tying in within the last few years.

Commissioner Frederick asked what prompted the Water Resources Department to send these letters at this time. Director Huff replied that he was hearing of individual cases and asked staff to compile a list of homes not tied into the system. The gap was larger than the director thought and he wanted to make this consistent. Commissioner Frederick noted that these are the worst of times and wondered again about the time tap.

Dave Vaughan of Neighborhood Development Services, Inc. stated that there is \$53,554 available in RLF funds for the township that can be used by the Trustees as they see fit.

Trustee Artz stated that residents should not be punished for staff mistakes. What would the tap-in fees be 10 years ago? That is what the resident should pay. Commissioner Keiper responded that he does not buy that argument and noted that the resident has also saved 10 years of sewer charge. That said, the Board of Commissioners cannot try to recreate what happened 10 years ago but is willing to come up with a plan that is fair to the resident.

Commissioner Smeiles suggested that staff can work with homeowner on the longest time-tap possible, the remaining \$10,000 should be loaned or granted by the Township or Neighborhood Development Services, Inc. to the homeowner for the balance of the tie-in. Trustee Artz responded that then the county does not have to pay for the mistakes made by staff on the backs of the homeowner. Commissioner Smeiles responded that of the fees the county receives, we must pay the debt for the sewer plant, the teamsters, the piping, the infrastructure, etc. From a legal point of view, other users may ask why the residents just notified are entitled to free tie-in. Trustee Artz replied that the request is not for free service but for more time to pay the cost. This homeowner cannot afford an \$80 payment for the time tap. Commissioner Smeiles responded that the law may not allow a 10-year time-tap. That would have to be investigated. Trustee Artz added that the Township money will run out in a hurry. Commissioner Keiper agreed that the Board would stretch out the time-tap as long as possible.

Mrs. Spear asked how it was determined that the 219 homeowners should tie-on. Commissioner Keiper responded that in the past the county did not enforce the tie in until the title companies began to demand that the homeowners tie in, as required in order to sell homes.

Director Huff noted that the Water Resources Department estimate is only an estimate. The homeowner would have to hire a contractor and then would pay \$39.00 per quarter for the time-tap.

Neighborhood Development Services plans to meet with the Trustees on July 20th. Trustee Artz asked how soon the township would know how long it will take for the Board of Commissioners to determine the length of the time-tap. Harold Huff responded that the Board must determine if they can extend the time-tap and then discuss if they want to extend the time-tap. The Board of Commissioners agreed that Director Huff will contact the Prosecutor's Office to determine the answer to the extension question.

Trustee Artz reminded the Board that the 90 day period for connection should be extended for Mrs. Spear since she got her letter on July 3, 2010.

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Noting that Clerk of Courts Fankhauser has advised that she is very pleased with the Capital Recovery Systems, Inc. service, the Board of Commissioners agreed that the nursing home should proceed with a contract with Capital Recovery Systems. The Board accepted the recommendation of Michael Coury and agreed that the company fee will be added to the outstanding balance that they collect so that it would in effect be a "free" service to the nursing home. The Board of Commissioners agreed that staff should work with Internal Services Director JoAnn Townend to move this agreement forward.

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RESOLUTION No. 10-0642 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

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

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Internal Auditor or other designee on July 13, 2010 in the total payment amount of **\$275,632.09 for Funds 0001-8101** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

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

Roll call vote as follows:

Charles W. Keiper II, Yea;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0643

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RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

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

WHEREAS, the Ohio Revised Code requires that warrants be approved by the Board of Commissioners prior to their issuance, and

WHEREAS, there are other similar financial transactions defined as journal vouchers/entries that are dissimilar in that they are used to pay for charges for services from one county department and/or fund to another department and/or fund and thus are processed in lieu of issuing a warrant, and

WHEREAS, the Journal Vouchers/Entries are recommended by the County Auditor’s Office for review and approval by the Board of Commissioners; now therefore be it

RESOLVED, that the Board of Commissioners approves the following Journal Vouchers/Entries as presented by the County Auditor’s Office:

07/12/10	472	\$ 105,648.00
07/12/10	471	4,795.06
07/12/10	470	375.51
07/12/10	469	23,411.31
07/09/10	397	1.80
07/09/10	395	2,168.86
Total		\$ 136,400.54

and be it further

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

Roll call vote as follows:

Charles W. Keiper II, Yea;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0644

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RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR

PAYMENT.

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

WHEREAS, Ohio Revised Code Section 5705.41 (D)(1) authorizes the expenditure of moneys, provided a certificate of the County Auditor is supplied stating that there was at the time of the making of such contract or order and at the time of the execution of such certificate a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances (Then and Now Certification), and

WHEREAS, the Then and Now Certification is recommended by the State Auditor’s Office, the Portage County Auditor’s Office, and the Portage County Prosecutor’s Office, and

WHEREAS, a listing of expenditures, attached hereto as Exhibit “A” and incorporated herein by reference, has been certified by the County Auditor according to Ohio Revised Code section 5705.41 (D)(1); now therefore be it

RESOLVED, that the expenditures listed herein are properly certified by the County Auditor in the amount of **\$11,848.23** as set forth in Exhibit “A” dated **July 13, 2010** shall be paid; and be it further

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

Voice Vote as Follows:

Charles W. Keiper II, Yea;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0645

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RE:

**AUTHORIZE APPLICATION AND ACCEPT THE
FY 2010 EMERGENCY MANAGEMENT PERFORMANCE
GRANT (EMPG) AGREEMENT
FED GRANT# 2010-EP-00-0003, CFDA 97.042.**

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

WHEREAS, the Portage County Board of Commissioners supports the grant application and agreement with the Ohio Emergency Management Agency (Ohio EMA) for the FY

2010 EMPG Grant for the time period of October 1, 2009 through June 30, 2011, in accordance with a Work Plan created with the guidance of the Regional Ohio EMA Representative; and

WHEREAS, the Ohio EMA notified the Portage County Office of Homeland Security & Emergency Management Agency that the pre-award amount for the FY 2010 EMPG grant is \$86,900.00 and requires that the County sign the grant agreement for the pre-award amount as part of the application packet; and

WHEREAS, this agreement will stand as the County's acceptance of the final award signed by the Ohio EMA; now therefore be it

RESOLVED, that the Portage County Board of Commissioners authorizes the application and accepts the grant agreement for Fiscal Year 2010 EMPG Grant for the total budgeted amount of \$173,800.00; with a grant award amount of \$86,900.00 and a local match amount of \$86,900.00, which is provided for the in the FY 2010 General Fund original appropriations for the grant period October 1, 2009 through June 30, 2011; and be it further

RESOLVED, that the Board of Commissioners authorizes the Portage County Office of Homeland Security & Emergency Management Director to sign all grant application/ agreement documents; and be it further

RESOLVED, that a copy of this resolution be filed with the Portage County Auditor, the Department of Budget & Financial Management, and the Portage County Office of Homeland Security & Emergency Management Agency; and be it further

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

Voice Vote as Follows:

Charles W. Keiper II, Yea;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0646

RE: AMENDMENT TO THE NON GENERAL FUND
2010 ANNUAL APPROPRIATION RESOLUTION
NO 09-1170 ADOPTED DECEMBER 17, 2009

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

RESOLVED, that it has become necessary to amend the Non General Fund 2010 Annual Appropriation in the amounts and for the purposes set forth in the enumeration shown below:

		<i>Increase</i>	<i>Decrease</i>
Fund:	1166 EMPG Homeland Security Grant		
	930 Emergency Management Agency		
11663	EMPG Homeland Security Fringes	0	20,971
11664	EMPG Homeland Security CS	1,373	0
1166D	EMPG Homeland Sec Full Time	0	38,267
	MEMO TOTAL	<u><u>\$ 1,373</u></u>	<u><u>\$ 59,238</u></u>

Note: Correct exp per new grant

TOTAL MEMO BALANCE FOR ALL FUNDS	<u><u>\$ 1,373</u></u>	<u><u>\$ 59,238</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:

Charles W. Keiper II, Yea;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0647 - RE: CREATE FUND 4011, REGIONAL PLANNING PARKING LOT

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

- WHEREAS,** it has become necessary to create a new fund in order to properly control the processing of financial related transactions related to the Ohio EPA GLR/Surface Water Improvement Fund Grant, and
- WHEREAS,** the County Auditor has assigned fund number 4011 to the Regional Planning Parking Lot Project; now therefore be it
- RESOLVED,** that Fund 4011, Regional Planning Parking Lot be created, and be it further
- RESOLVED,** that a certified copy of this resolution be filed with the County Auditor, the Portage County Regional Planning Commission, and the Department of Budget and 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.

Voice vote as follows:

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

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RESOLUTION No. 10-0648 - RE: CASH ADVANCE REPAYMENT - FROM FUND 1112 SHERIFF INMATE COMMISSARY, TO FUND 0001, GENERAL FUND

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

- WHEREAS,** the Portage County Board of Commissioners adopted Resolution 10-0079 on January 26, 2010 authorizing a cash advance in the amount of \$ 20,000.00 until program revenues were received, and
- WHEREAS,** program revenues have been received; now therefore be it
- RESOLVED,** that the following cash advance repayment be made in the amount of \$ 20,000.00:

FROM:

FUND 1112, SHERIFF INMATE COMMISSARY FUND

ORGCODE - 11127102

Debit Revenue Account

Object 290000 – ADVANCES IN \$ 20,000.00

TO:

FUND 0001, COUNTY GENERAL FUND

ORGCODE - 00100009

Credit Expense Account

Object 920000 – ADVANCES OUT \$ 20,000.00

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 County Sheriff and the Department of Budget and 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;

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RESOLUTION No. 10-0649

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RE:

CASH ADVANCE REPAYMENT - FROM FUND 7218, WC RETRO RATING PLAN 2009, TO FUND 7201, WC RR P GENERAL ADMINISTRATION

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

WHEREAS,

the Portage County Board of Commissioners adopted Resolution No. 10-0129 on February 9, 2010 authorizing a cash advance in the amount of \$ 100,000.00 until the crediting of monthly charges occurred in Fund 7218, and

WHEREAS,

the crediting of these monthly charges into the Workers Compensation Retro Rating Plan Fund have occurred; now therefore be it

RESOLVED, that the following cash advance repayment be made in the amount of \$ 100,000.00:

FROM:

FUND 7218, WC RETRO RATING PLAN 2009

ORGCODE - 72180182

Debit Revenue Account

Revenue Source 290000 - Advances-In \$ 100,000.00

TO:

FUND 7201 WC RR P GENERAL ADMINISTRATION

ORGCODE - 72010189

Credit Expense Account

Object 920000 - Advances-Out \$ 100,000.00

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 and the Human 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 as follows:

Charles W. Keiper, II Yea;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0650

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RE: ADOPTION OF PORTAGE COUNTY PROPOSED TAX BUDGET FOR YEAR 2011.

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

WHEREAS, the Portage County Proposed Tax Budget for 2011 was prepared based on input from County elected officials and department directors; and

WHEREAS, the Portage County Proposed Tax Budget for 2011 was on display for public viewing at the offices of the Portage County Board of Commissioners and the Portage County Auditor on June 24, 2010 prior to the date of the public hearing; and

RESOLVED,

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

Roll Call Vote as Follows:

Charles W. Keiper II, Yea;

Christopher Smeiles, Absent;

Maureen T. Frederick, Yea;

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RESOLUTION No. 10-0652

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RE:

APPROVING A REQUEST FOR INSTALLMENT PAYMENTS OF CONNECTION CHARGES FOR CONNECTION TO THE SANITARY SEWERAGE SYSTEM IN THE PORTAGE COUNTY REGIONAL SEWER DISTRICT AND RESCINDING RESOLUTION 10-0532 APPROVED ON JUNE 8, 2010.

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

WHEREAS,

this Board by **Resolution No. 09-0006** adopted January 06, 2009, has established connection charges for connection to the sanitary sewerage system in Brimfield Township and has provided therein that the applicants in order to purchase a permit for such connection may submit a written request to the Board requesting that such connection charges be paid in installments; and

WHEREAS,

Resolution 10-0532 approved time payments for sanitary sewer tap-in fees for a single family house to be constructed on a 5.0103 acre parcel of land owned by Craig A. James; and

WHEREAS,

the single family house to be constructed by Craig A. James will not be constructed on the above mentioned 5.0103 acre parcel but will be constructed on a neighboring 14.8377 acre parcel of land of which Craig A. James has requested the approval of time payments for sanitary sewer tap-in fees;

WHEREAS,

the following named applicant, being the owner of the property hereafter described applied for a sanitary sewer permit and have now requested in writing the option of paying the connection charges, applicable to the following described property in installments;

Applicants:

Craig A. James (Owner)

Service Addresses: 3820 Ranfield Road Street

Kent (Brimfield), Ohio 44240

Parcel Number: 04-043-00-00-031-000 (14.8377 after property split)

Property Deed Description: Situated in the Township of Brimfield, County of Portage and State of Ohio: being a 19.8478 acre parcel of land located in Brimfield Township Lot 43 and deeded to Craig A. James by instrument number 200128055 of the Portage County Official Records of Deeds and further described as follows:

Beginning at an iron pin in the west line of Lot 43 and being S. 0° 10' E., 825.22 feet from the northwest corner of said Lot 43; thence S. 89° 34' E., 258.70 feet to an iron pin; thence N. 0° 19' 10" E., 92.52 feet to an iron pin; thence S. 89° 40' E. 156.10 feet to an iron pin; Thence N. 0° 10' 30" W., 276.77 feet to an iron pin; thence S. 88° 57' E., 120.99 feet: to an iron pin; thence S. 0° 18' 30" E., 535.17 feet to an iron pin; thence S. 0° 06' 20" E., 1,307.43 feet to an iron pin; thence N. 87° 01' 20" E., 16.02 feet to an iron bar; thence S. 0° 05' 40" E., passing over an iron bar, 1" square, at 136.30 feet to the centerline of Ranfield Road, OH 88; thence N. 65° 42' 40" W., 267.45 feet along said centerline to an angle point; thence N. 72° 16' 40" W., 324.49 feet along the centerline to a point in the west line of said Lot 43; thence N. 0° 10' W., along said lot line, 1,405.06 feet and passing over an iron pin at 30 feet, to the beginning and containing 19.8478 acres as surveyed by Dana D. Fawley, Registered Surveyor 4829, September 16, 1967.

Exempt Parcel Not Subject To Time Payment (5.0103 acre parcel of land split under instrument number 201005073)

Beginning at a 1" iron pipe found at the intersection of the west line of Lot 43 and centerline of Ranfield Road (C. H. 88);

Thence S 72 deg 37 ' 41" E along the centerline of C. H. 88 a distance of 190.00 feet to a point, which marks the true place of beginning for the following described parcel of land;

Thence N 12 deg 56' 00" E (passing over a 5/8" iron rod set at 35.80 feet) a distance of 310.70 feet to a 5/8" iron rod set;

Thence N 05 deg 35' 00" E a distance of 225.00 feet to a 5/8" iron rod;

Thence N 87 deg 50' 00" E a distance of 226.20 feet to a 5/8" iron rod set;

Thence N 00 deg 32' 00" E a distance of 751.37 feet to a 5/8" iron rod set;

Thence S 89 deg 28' 00" E a distance of 42.00 feet to a 3" iron pipe found at the northwest corner of land now or formerly, owned by GA. Wischt Jr. (Vol. 1038 Pg. 345);

Thence S 00 deg 32' 00" W a distance of 1306.97 feet to a 1" iron pipe found at the southwest corner of said Wischt property;

Thence N 87 deg 55' 37" E along a south line of Wischt property a distance of 16.11 feet to a 1" x 2" iron bar found at the northwest corner of land now or formerly owned by S. D. or D. J. Buckeye (O. R. 226 Pg. 779);

Thence S 00 deg 23' 26" W along the west line of said Buckeye property (passing over a 1" iron pipe found at 102.80 feet) a distance of 135.56 feet to a point in the centerline of C.H. 88;

Thence N 64 deg 21' 54" W along the centerline of C.H. 88 a distance of 266.00 feet to a spike found at an angle in said centerline;

Thence N 72 deg 37' 41" W continuing along the centerline of C.H. 88 a distance of 135.85 feet to the true place of beginning, containing 5.0103 acres of land, more or less, as surveyed and described April 5, 2010 by Rob A. Szuch Registered Professional Surveyor No. 7288.

WHEREAS,

this Board, on the basis of all relevant facts and circumstances, hereby determines that the granting of such request would be equitable pursuant to the following terms and conditions that are determined to be fair and appropriate now therefore be it

RESOLVED,

by the Board of County Commissioners, Portage County, Ohio
(COMMISSIONERS):

Section 1. That determinations set forth in the second preamble of this resolution are hereby incorporated herein.

Section 3. That request of the above named applicants for the Installment payment of the connection charges established pursuant to Resolution No. **09-0006**, adopted January 6, 2009 with respect to the property described in the preamble to this resolution is hereby approved subject to the following terms and conditions.

- A. The total amount of such connection charges is \$4,537.00.
- B. The connection charges shall be payable in 20 quarterly installments beginning with the first sanitary sewer billing after connection to the sanitary sewer, unless pursuant to Paragraph H of this section, if the applicants are delinquent twice in any Calendar year on paying quarterly installments and carrying charge thereon, at which time the total unpaid balance of such connection charges shall be deemed an additional installment then due and owing in that quarter.

- C. A carrying charge shall be paid equal to 4.00 percent per annum on the unpaid balance of the total connection charges due and owing computed from the date of the payment of the preceding quarterly installment.
- D. The quarterly installment and the carrying charges thereon shall be included as a separate item on the quarterly bill for sewer service.
- E. In the event any installment or the carrying charge thereon are not paid within days after the quarterly billing date, a penalty of 10 percent of the amount then due and owing shall be paid.
- F. The applicants, prior to the issuance of the permit, may be required by the Board of County Commissioners to give security, which may include the requirement of a surety Bond sufficient to assure the payment of all such installments.
- G. The applicants or their successors, in title to the property identified in the preamble (hereinafter referred to as "their successors"), at their option may, at any time, make payment of the unpaid balance of the connection charges and carrying charge provided for herein, provided that if such prepayment option is elected, the carrying charge provided for herein shall be computed and paid only to the date of payment of the unpaid balance.
- H. In the event the applicants or their successors are delinquent twice in any calendar year on paying quarterly installments and carrying and the carrying charge thereon, the Board may by notice in writing to the applicants or their successors, declare the unpaid balance of the connection charge to be due and payable immediately as an additional installment then due and owing in that quarter and upon such declaration such installment shall become due and payable, provided that the applicants or their successors, may cure such default and acceleration of the additional installment by paying, within 15 days of such carrying charges thereon together with the penalty applicable thereto. Such written notice shall be given to the applicants or their successors, by registered or certified mail, postage prepaid at the address set forth in the following approval of terms and conditions. It shall be the obligation of the applicants or their successors to notify the County Sanitary Engineer of any difference of address to which such notice shall be sent. In the event such default is not cured by such payment within the specified period, the installments which are delinquent, together with any unpaid carrying charges and penalty and the balance of the connection charges, all of which are due and payable by reason of such declaration, shall be certified by this Board to the County Auditor who shall place the same upon the real property tax list and duplicate against the property served by such connection and such charge shall be a lien on such property from the date the same are placed on the real property tax list and duplicate by the Auditor and shall be collected in the same manner as other taxes.

Section 4. The Sanitary Engineer acting on behalf of the Board, is hereby authorized and directed to certify to the County Auditor such information as will identify the parcel of property to be served by the connection to be paid in installments pursuant to this resolution, the total amount of the connection charges to be paid in installments, the amount of each installment and the total number of installments to be paid. The County Auditor shall record such information in the sewer improvement record provided for in Section 6117.33, Revised Code, for the Sewer District and maintain such record until the connection charges are paid in full.

Section 5. The County Sanitary Engineer shall present a certified copy of this resolution to the applicants referred to herein. The applicants shall execute thereon an endorsement that the terms and conditions set forth in the resolution are satisfactory to the applicants and that the resolution and the terms and conditions thereof, constitute an agreement between the applicants and the County. Upon the execution by the applicants of the approval of such terms and conditions, the applicants can execute an affidavit pursuant to Section 5301.252, Revised Code, for recording pursuant to Section 317.08, Revised Code, with respect to the right of Portage County to acquire a lien against the above described property in the event of the failure of the applicants or their successors, to pay when due as provided herein. Such affidavit shall, among other things, identify the property to which such lien may attach and shall have attached to it a true and correct copy of this resolution, including the approval of the terms and conditions by the applicants and such County. Upon the receipt of the resolution with such endorsement executed by the applicants and the execution of such affidavit, the County Sanitary Engineer is authorized to issue to the applicants the permit provided for in Section 2 of Resolution No. **09-0006**.

Section 6. That the Clerk of this Board is hereby directed to file a certified copy of this resolution with the Auditor of this County for recording pursuant to Section 319.61, Ohio Revised Code. In the event the Board declares the unpaid balance to be due and payable pursuant to Subsection H of Section 3 and the default is not cured, a certified copy of the resolution providing for the acceleration of the unpaid balance shall so be certified to the County Auditor for recording pursuant to such section.

Section 7. All terms of this resolution shall become void if the sanitary sewer is not connected by January 1, 2011. Permits issued after this date shall be governed by the current rate resolution in effect at the time of purchase.

Section 8. 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 a meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Voice vote was as follows:

Charles W. Keiper II, Yea;

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

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RESOLUTIONS

July 13, 2010

1. Approval of Meeting Minutes from the July 8, 2010 regular Board Meeting as presented.
2. Approve the Bills as presented by the County Auditor and reviewed by the Department of Budget & Financial Management/10-0642
3. Approve the Journal Vouchers as presented by the County Auditor/10-0643.
4. Approve Then & Now as presented by the County Auditor/10-0644.
5. Authorize the application and accept the FY 2010 Emergency Management Performance Grant (EMPG) Agreement Federal Grant No. 2010-EP-0003, CFDA 92.042/10-0645.

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INVITATIONS/MEETING NOTICES

July 13, 2010

1. Meeting agenda for the Mental Health & Recovery Board meeting on Monday, July 12, 2010, 6:30 PM, 155 E. Main St., Kent.
2. Invitation from the Greater Akron Chamber for a PGA Tour event at Firestone Country Club, Tuesday-Sunday, August 3-8, 2010.
3. July 7, 2010 correspondence from Mark Bergman, Scoutmaster Troop 259, announcing Jay Mrugacz's Eagle Scout Court of Honor on Saturday, August 7, 2010, Faith United Methodist Church, Brimfield, 4:00 dinner, Court of Honor 5:30 PM. Referred to Executive Assistant.

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INCOMING CORRESPONDENCE

DISCUSSION

July 13, 2010

1. Discussion – Kent Municipal Construction interviews/Clerk to schedule the meetings inviting Judge Poland to attend.
2. Discussion: County Engineer's meeting with the Board of Commissioners re: 2010 and 2011 wages/Scheduled.

3. Discussion: Brian Kelley has two companies that stream meetings that are willing to present their demos to the Board of Commissioners/The Board agreed to discuss the cost of the service before scheduling.
4. Discussion: Veteran Services question expenditure and requests Board of Commissioners approval to pay for Memorial Day Expenses which exceed \$500.00/Clerk to contact to determine who owns the jeeps in question and who the insurance policy is titled to/Forward to Denise Smith after we receive that information.
5. Discussion: Does the Board wish to attend the Keith Barton Esq. Open House/Ribbon Cutting Ceremony on Wednesday, July 14, 2010 in Mantua/Information only.

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JOURNAL ENTRY

July 13, 2010

1. Board of Commissioners’ authorization requested to pay real estate taxes for county owned property for the second half of 2009, as presented by the Executive Assistant, as follows:

Parcel #	Location	Desc	Half Year
04-020-00-00-023-009	4581 Mogadore Rd. Pump station	Real estate taxes	\$142.03

2. Board of Commissioners’ authorization requested to have Commissioner Keiper, President of the Board, sign the 2008 Ohio Neighborhood Stabilization Program Status Report for Grant No. B-Z-08-1CJ-1 as requested by the Regional Planning Commission. Documents reviewed by the Department of Budget & Finance with no exceptions noted.
3. Board of Commissioners’ authorization requested to have Commissioner Keiper, President of the Board, sign the Revised Advance Payment Request for \$5,300.00 to the Ohio EPA due to the first request (signed by the Board June 29, 2010) being larger than permitted, as requested by the Regional Planning Commission. Documents reviewed by the Department of Budget & Finance with no exceptions noted.
4. On July 8, 2010, the Board of Commissioners received the July 6, 2010 email from the Ohio Department of Development regarding the obligation of unobligated Neighborhood Stabilization Program (NSP) Funds and directed the Regional Planning Commission to complete the required report with input from the city of Kent and the Neighborhood Development Services, Inc. Today, the Board of Commissioners received the completed report for the 2008 Neighborhood Stabilization Grant as presented by the Regional Planning Commission.

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REFERRED

July 13, 2010

1. June 30, 2010 correspondence from Gail Gulus, The Edward H. Sutton Insurance Agency, Inc., including a Public Officials bond and Invoice No. 1338 dated June 30, 2010 for the Portage County Dog Warden, 3 deputy dog wardens, 2 canvassers and 2 facility keepers for \$100.00. Referred to Human Resources Department for payment of invoice. Original bond will be changed to add 2 facility keepers and remove one deputy. Referred to Auditor's office once received.
2. July 2, 2010 correspondence from Attorney Jeffrey Goodman, Fowler & Goodman, LPA, Inc., including the July 2, 2010 correspondence to Portage County Sheriff's Detective Gregory Johnson, regarding Harold Metzgar. Referred to Department of Budget & Financial Management, Safety/Loss and Prosecutor's Office.
3. The Board of Commissioners received the payment request acknowledgement from the Office of Criminal Justice Services (OCJS) indicating receipt of a payment request for the Sheriff's Vehicles Subgrant No. 2009-RA-A02-2286 for period ending June 15, 2010. Referred to Sheriff's Department and Department of Budget & Financial Management.
4. July 7, 2010 correspondence from Mark Bergman, Scoutmaster Troop 259, announcing Jay Mrugacz's Eagle Scout Court of Honor on Saturday, August 7, 2010, Faith United Methodist Church, Brimfield, 4:00 dinner, Court of Honor 5:30 PM. Referred to Executive Assistant.

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INFORMATION ONLY

July 13, 2010

1. July 7, 2010 correspondence from Mickey Marozzi, County Engineer to Pastor Dan Alexoff, First Freedom Baptist Church, Kent, regarding Portage County Storm Water Utility.
2. The Board of Commissioners received the Meeting Minutes from the March 17, 2010 Ravenna Army Ammunition Plant Restoration Advisory Board.
3. The Board of Commissioners received the July 9, 2010 Weekly Traffic Advisory as presented by Ohio Department of Transportation.

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Journal Entry

July 13, 2010

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

1. The Board of Commissioners authorized payment of the following real estate taxes for county owned property for the second half of 2009, as presented by the Executive Assistant:

Parcel #	Location	Desc	Half Year
04-020-00-00-023-009	4581 Mogadore Rd. Pump station	Real estate taxes	\$142.03

2. The Board of Commissioners authorized Commissioner Keiper to sign the 2008 Ohio Neighborhood Stabilization Program Status Report for Grant No. B-Z-08-1CJ-1 through April 30, 2010, as presented by the Regional Planning Commission. Documents reviewed by the Department of Budget & Finance with no exceptions noted.
3. On June 29, 2010, the Board of Commissioners adopted Resolution No. 10-0602 accepting the Ohio Environmental Protection Agency's FFY10 Cuyahoga County GLRI/SWIF grant in the revised amount, \$33,954.00 for a grant period beginning July 1, 2010, and ending May 31, 2012 for the installation of bio-retention cells as specified in the grant application in the parking lot of the Portage County Multi-Purpose Building. The Board of Commissioners sent a June 29, 2010 request to Ohio EPA asking for a working capital advance payment of \$20,300 for project oversight, project coordination, professional engineering and construction services in accordance with Article III (9a) of the agreement.

Today, the Board of Commissioners acknowledged that the Regional Planning Commission reported that the Ohio EPA advised them that the advance request would be limited to \$5,300 for engineering services and some project oversight. The construction funds may be requested at a later date.

The Board of Commissioners authorized Commissioner Keiper to sign the revised Request for Payment Form, as presented by the Regional Planning Commission.

4. On July 8, 2010, the Board of Commissioners received a July 6, 2010 email from the Ohio Department of Development regarding the obligation of unobligated Neighborhood Stabilization Program (NSP) Funds and directed the Regional Planning Commission to complete the required report with input from the city of Kent and the Neighborhood Development Services, Inc. Today, the Board of Commissioners acknowledged the receipt of the completed report for the 2008 Neighborhood Stabilization Grant, as prepared by the Regional Planning Commission.
5. On June 29, 2010, the Board of Commissioners signed the Personnel Action form acknowledging the **resignation** of Shirley Wilcox as Income Maintenance Aide 2 for the Portage County Department of Job and Family Services effective October 31, 2010, as presented by the Human Resources Department Director Karen U'Halie and approved by the Department of Job and Family Services Director Anita Herington.

Today, the Board of Commissioners corrects their June 29, 2010 Journal Entry to read as follows, correcting resignation to retirement:

The Board of Commissioners signed the Personnel Action form acknowledging the **retirement** of Shirley Wilcox as Income Maintenance Aide 2 for the Portage County Department of Job and Family

Services effective October 31, 2010, as presented by the Human Resources Department Director Karen U’Halie and approved by the Department of Job and Family Services Director Anita Herington.

6. The Board of Commissioners signed the July 13, 2010 correspondence to County Auditor Janet Esposito requesting that staff debit Fund 1275, RLF CDBG Economic Development and credit Fund 1262, CHIP Grant, as presented by the Department of Budget and Financial Management as follows:

	<u>Org</u>	<u>Object</u>	<u>Project</u>	<u>Amount</u>	<u>Description</u>
Debit:	12750014	492100		\$100,000	Local Share
Credit:	12621011	194000	8D228	\$100,000	Local Match/Share

7. The Board of Commissioners signed the July 13, 2010 correspondence to County Auditor Janet Esposito requesting that staff debit Fund 1493, Collaboration Advocates Grant and credit Fund 1481, Prosecutor’s State Grant, as presented by the Department of Budget and Financial Management as follows:

	<u>Org</u>	<u>Object</u>	<u>Project</u>	<u>Amount</u>	<u>Description</u>
Debit:	14930014	400000	9B03S	\$2,165.10	Contract Services
Credit:	14813001	152000	9A75S	\$2,165.10	Contract Services

8. The Board of Commissioners signed the Application and Certificate for Payment (No. 17 - Final) allowing payment of \$23,760.46 to the Charles F. Mann Painting Company of Toledo, Ohio for Project No. PC (05-170) Portage County WWTP’s Tank Painting, as presented by the Portage County Water Resources Department.

9. After meeting today with The Woodlands at Robinson staff and Human Resources Department Director Karen U’Halie, the Board of Commissioners accepted staff recommendation and approved the following actions:

- a. Termination of an STNA for NCNS (no call/no show), effective July 13, 2010 with the notice being mailed via certified mail today.
- b. Three (3) day suspension for attendance for an STNA with the days of suspension being July 24 and July 25, 2010 and August 7, 2010, with the Board of Commissioners noting that the employee only works every other weekend.
- c. Three (3) day suspension for attendance for a Food Service Worker with the days of suspension being July 16, Jul 19, and July 21, 2010.

10. After meeting today in an Executive Session with General Services Director James Manion, CBO Bob Wrentmore, Executive Assistant Charlene Badger, and Attorney Denise Smith, the Board of Commissioners authorized the termination of a Portage County Building Department Building

Inspector, effective Friday, July 16, 2010. The Board also authorized a Resignation Agreement and Release, in place of the aforementioned termination, with an expiration date of Thursday, July 15, 2010.

- 11. Noting that Portage County Clerk of Courts Linda Fankhauser has advised that she is very pleased with the Capital Recovery Systems, Inc. service, the Board of Commissioners agreed that the nursing home should proceed with a contract with Capital Recovery Systems for the collection of receivable debt owed to the nursing home.

The Board also accepted staff recommendation and agreed that the company fee will be added to the outstanding balance that they collect so that it would in effect be a “free” service to the nursing home. The Board of Commissioners agreed that staff should work with Internal Services Director JoAnn Townend to move this agreement forward.

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 **July 13, 2010**. There being no further business to come before the Board, it was moved by Christopher Smeiles, seconded by Maureen T. Frederick to adjourn the official meeting at **1:40 PM**. All in favor, motion carries.

Charles W. Keiper II, President

Maureen T. Frederick, Board Member

Christopher Smeiles, Vice President

Deborah Mazanec, Clerk

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