

Commissioners' Journal
March 24, 2020

The Geauga County Board of Commissioners met in session on March 24, 2020 at 9:00 a.m. in the Commissioners' Chambers located at 470 Center Street in Chardon, Ohio.

It is declared and determined that all formal actions of the Board of County Commissioners concerning and relating to the adoption of all resolutions that were adopted in this meeting, and that all deliberations of the Board of County Commissioners that resulted in such formal action were open to the public and were in compliance with all legal requirements, including section 121.22 of the Ohio Revised Code.

The President of the Board, Timothy C. Lennon opened the meeting at 9:12 a.m. by leading the Board and audience in reciting the Pledge of Allegiance.

COMMISSIONERS OFFICE - COUNTY ADMINISTRATOR'S REPORT

County Administrator Gerard Morgan reported on the items approved by the County Administrator on March 19, 2020 that included for the Department of Job and Family Services to acknowledge the following new hire appointments, as the Director complied with the Board of Commissioners' recruitment and hiring procedures for Patricia Fowler, Administrative Assistant (replacement) effective January 6, 2020, James Blazey, Clerical Specialist III (replacement) effective January 13, 2020 and Lila Je, Clerical Specialist III (replacement) effective February 4, 2020; as authorized by Resolution #20-005 under the direction and supervision of the County Commissioners that was approved January 7, 2020 pursuant to O.R.C. 305.30.

APPROVE FINANCIALS

Budget and Finance Manager Adrian Gorton explained the financials for today as including a Cash transfer from the General Fund to Department of Development (Community & Economic) for the 2nd Quarter 2020 funding request; a Travel request for Job and Family Services to attend the "Two Days in May" Child Advocacy Training; a payment for the Commissioners Office to the State of Ohio for our share of medical expenses for children with medical handicaps for February in the amount of \$5,574.85; a payment for Job and Family Services to Mental Health for 1st Quarter 2020 Family First Council therapeutic services in the amount of \$32,000.00; a payment for Water Resources to GPD for engineering services related to the Troy Oaks Wastewater Treatment Plant pump station conversion project in the amount of \$20,550.05; and Revenue Certifications for the Board of Elections in their Help Americans Vote Fund and Water Resources in their Auburn Corners Project fund.

Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to approve and execute Resolution #20-035 itemizing the financials for the meeting of March 24, 2020.

<i>Roll Call Vote:</i>	<i>Commissioner Dvorak</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Aye</i>
	<i>Commissioner Lennon</i>	<i>Aye</i>

COUNTY ENGINEER'S OFFICE – AWARD BID – AERO-MARK COMPANY, LLC – APPLICATION OF PAVEMENT MARKINGS TO VARIOUS ROADS

Deputy Engineer Nick Gorris asked the Board to award the Bid to Aero-Mark for the annual pavement markings project. Mr. Gorris noted that this looks like a double of what we normally do, but this year's project includes a grant of \$150,000.00 and several Townships are also included in the project of about \$50,000.00.

Motion: by Commissioner Spidalieri, seconded by Commissioner Dvorak to award the Bid to Aero-Mark Company, LLC for the Application of Pavement Markings to Various Roads in the amount of \$387,783.00 as they represented the lowest and most responsive bid. The Bid Bond submitted shall be held to serve as the Performance Bond for this project.

<i>Roll Call Vote:</i>	<i>Commissioner Dvorak</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Aye</i>
	<i>Commissioner Lennon</i>	<i>Aye</i>

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COUNTY ENGINEER'S OFFICE – AWARD BID – LAKE ERIE CONSTRUCTION COMPANY – GUARDRAIL REPLACEMENT VARIOUS ROADS

Mr. Gorris asked the Board to award the Bid to Lake Erie Construction for the guardrail replacement along various roads in the county, this project also includes a \$600,000.00 grant.

Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to award the Bid to Lake Erie Construction Company for the Guardrail Replacement along Various Roads in the amount of \$716,295.00 as they represented the lowest and most responsive bid. The Bid Bond submitted shall be held to serve as the Performance Bond for this project.

<i>Roll Call Vote:</i>	Commissioner Dvorak	Aye
	Commissioner Spidalieri	Aye
	Commissioner Lennon	Aye

COUNTY ENGINEER'S OFFICE – APPROVE USE OF MUNICIPAL ROAD FUNDS – GOODWIN AVENUE IMPROVEMENT PROJECT – VILLAGE OF BURTON

Mr. Gorris asked the Board to approve the use of Municipal Road Funds for the Goodwin Avenue Improvement by the Village of Burton. Mr. Gorris explained that this is in accordance of municipal fund usage, noting that the original \$5.00 permissive use tax approved back in 1968 is overseen by the Engineer's Office. The funds can be used for maintenance, planning, construction and design, it's for the municipalities and typically it is used for through streets. Mr. Gorris noted that just after Mr. Cattell became Engineer the guidelines were revised in 2014 and several roads were identified as roads the funds could be used for. Mr. Gorris noted that South Russell Village and Middlefield Village also have projects they are looking at for the funds. Mr. Gorris added that it's like an OPWC, which they are able to apply for and use these funds as a local match if needed.

Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to approve the use of Municipal Road Funds for the Goodwin Avenue Improvement Project in the Village of Burton, in accordance with the Geauga County Municipal Fund Guidelines in the amount of \$200,000.00.

<i>Roll Call Vote:</i>	Commissioner Dvorak	Aye
	Commissioner Spidalieri	Aye
	Commissioner Lennon	Aye

DEPARTMENT ON AGING – LEASE – WEST GEAUGA PLAZA, LLC – SENIOR CENTER

Director Jessica Boalt asked the Board to extend the lease with West Geauga Plaza for the senior center for an additional year. Ms. Boalt noted that they have been in discussion with Don Rice and the use of the Metzzenbaum workshop for a permanency plan. Ms. Boalt noted that this lease is still a good price per square footage for a plaza space.

Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to approve and authorize the President of the Board to execute the Lease between West Geauga Plaza, LLC and the Geauga County Board of Commissioners for the Department on Aging to be used for the West Geauga Senior Center for the period April 1, 2020 through March 31, 2021 in the amount of \$48,720.00 per year (\$4,060.00 per month) which includes rent and utilities (excluding sewer).

<i>Roll Call Vote:</i>	Commissioner Dvorak	Aye
	Commissioner Spidalieri	Aye
	Commissioner Lennon	Aye

DEPARTMENT OF DEVELOPMENT (COMMUNITY & ECONOMIC) – ACCEPT AND APPROVE SUBMISSION – CDBG HOUSING SEMI-ANNUAL PROGRAM INCOME REPORT AND RD RLF SEMI-ANNUAL REPORT

Mr. Morgan noted that these reports are required to be submitted on program income for the CDBG programs, for housing and the revolving loan fund.

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Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to accept and approve the submission of the Community Development Block Grant (CDBG) Housing Semi-Annual Program Income Report for the period July 1, 2019 through December 31, 2019.

<i>Roll Call Vote:</i>	<i>Commissioner Dvorak</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Aye</i>
	<i>Commissioner Lennon</i>	<i>Aye</i>

Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to accept and approve the submission of the ED Revolving Loan Fund (RLF) Semi-Annual Report for the period July 1, 2019 through December 31, 2019.

<i>Roll Call Vote:</i>	<i>Commissioner Dvorak</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Aye</i>
	<i>Commissioner Lennon</i>	<i>Aye</i>

DEPARTMENT OF JOB AND FAMILY SERVICES – RESOLUTION RECOGNIZING APRIL 2020 AS CHILD ABUSE PREVENTION MONTH IN GEAUGA COUNTY

Director Craig Swenson explained that normally there is a bigger presentation about recognizing April as Child Abuse Prevention Month. Commissioner Spidalieri inquired if they were still doing the pinwheels by Junction Auto, to which Mr. Swenson stated that yes, they are still supporting the agency, each pinwheel represents an investigation. This last year they investigated 589 reports of suspected abuse. Mr. Swenson added that it is important that we assist the families with resources in helping to fix the situation with a positive outcome.

Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to approve and execute Resolution #20-036 Recognizing April 2020 as Child Abuse Prevention Month in Geauga County.

Board of County Commissioners, Geauga County, Ohio

Resolution: #20-036
Date: March 24, 2020

RESOLUTION RECOGNIZING APRIL 2020 AS CHILD ABUSE PREVENTION MONTH

WHEREAS, We know that our children are our future and that it will someday fall to them to shape our community, our nation, and the world for all future generations; and

WHEREAS, As a community Geauga County values the importance of providing a safe and supportive environment in which families can nurture, love, and parent their children; and

WHEREAS, Children who are loved and nurtured grow to love and nurture others and to provide the love and care bestowed upon them to their children, their family, and their community; and

WHEREAS, While as a community we are blessed to have many wonderful, nurturing families we must recognize that Geauga County is not immune from the reality that some children in our county endure abuse and neglect; and

WHEREAS, As a caring community we must not only respond to stop abuse and neglect where it exists, we must also be diligent in our efforts to prevent child abuse and neglect and ensure that our community is aware of its role in recognizing and preventing child abuse and neglect.

THEREFORE BE IT RESOLVED, that the Geauga County Board of County Commissioners recognize April 2020 as Child Abuse Prevention Month in Geauga County.

BE IT FURTHER RESOLVED, that this Resolution become part of the permanent record of the Board of Commissioners of Geauga County, Ohio.

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Roll Call Vote: Commissioner Dvorak Aye
 Commissioner Spidalieri Aye
 Commissioner Lennon Aye

DEPARTMENT OF WATER RESOURCES – SERVICE CONTRACT AGREEMENT – HANNON ELECTRIC COMPANY – VARIOUS LOCATIONS

Director Steven Oluic asked the Board to approve a service contract Agreement with Hannon Electric to do various work throughout the departments for a three year period.

Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to approve and execute the service Contract Agreement with Hannon Electric Company to perform electrical work including motor and blower service and repairs at various locations within the Department for a three-year period (2020, 2021, 2022) in an amount not to exceed \$15,000.00 (\$5,000.00 per year).

Roll Call Vote: Commissioner Dvorak Aye
 Commissioner Spidalieri Aye
 Commissioner Lennon Aye

DEPARTMENT OF WATER RESOURCES – SERVICE CONTRACT AGREEMENT – HANNON ELECTRIC COMPANY – MCFARLAND WASTEWATER TREATMENT PLANT

Dr. Oluic asked the Board to approve a service contract agreement with Hannon Electric for a three year period to do programming work at the McFarland plant.

Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to approve and execute the service Contract Agreement with Hannon Electric Company to perform 25 days of onsite PLC/HMI/SCADA programming services for the McFarland Wastewater Treatment Plant for a three-year period (2020, 2021, 2022) in an amount not to exceed \$96,000.00 (\$32,000.00 per year).

Roll Call Vote: Commissioner Dvorak Aye
 Commissioner Spidalieri Aye
 Commissioner Lennon Aye

COMMISSIONERS' OFFICE – ACCEPT PROPOSAL – CLEVELAND CLINIC WELLNESS / LIFESTYLER EAP

Human Resources Specialist Kelly Bidlack explained that we had gone out for a competitive sealed proposal for the employee assistance program and only one (1) proposal was received from Cleveland Clinic Wellness/Lifestyle EAP. They are our current provider. Ms. Bidlack asked the Board to accept their proposal of 8 sessions at \$2.10 per employee per month. There was discussion with the Board about the program price being just under \$15,000.00 a year based on the price per Full-time Employee but that the services are available to part-time employees and anyone in the household. The program is utilized by about 10 % of the employees and is often used in discipline or by Supervisors for their employees. The number of sessions is per incident and the services are unlimited. Ms. Bidlack noted that if there is an incident that happens they will come out to the site and provide services, along with attending the Health Expo.

Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to approve and accept the proposal from Cleveland Clinic Wellness/Lifestyle EAP for the Employee Assistance Program for 8 sessions at \$2.10 per Full-time Employee per month and unlimited services.

Roll Call Vote: Commissioner Dvorak Aye
 Commissioner Spidalieri Aye
 Commissioner Lennon Aye

SHERIFF'S OFFICE – AUTHORIZE COUNTY ADMINISTRATOR TO EXECUTE OHIO DEPARTMENT OF PUBLIC SAFETY, OFFICE OF CRIMINAL JUSTICE SERVICES SUBGRANT AWARD AGREEMENT – VIDEO CAMERA REPLACEMENT

Clerk Christine Blair noted that this request had come in at the end of the day and since the actual paperwork was not in the office, I am asked that you authorize Mr. Morgan to execute the grant agreement, noting that this was for the video camera replacement.

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Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to approve and authorize County Administrator, Gerard Morgan to execute the Ohio Department of Public Safety, Office of Criminal Justice Services (OCJS), Subgrant Award Agreement for Grant #2019-JG-A02-6468 for Video Camera Replacement.

<i>Roll Call Vote:</i>	<i>Commissioner Dvorak</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Aye</i>
	<i>Commissioner Lennon</i>	<i>Aye</i>

COMMISSIONERS' OFFICE – RESOLUTION FOR DECLARATION OF STATE OF EMERGENCY DUE TO COVID-19

Mr. Morgan explained that up until this past weekend the State EMA was under the impression that the Governor making the declaration we were covered, however on Sunday there was a change in that if we are to apply to receive any funding, we would need to do our own declaration. Mr. Morgan noted that this also waives the required bid process as long as estimated proposals are received. Mr. Lennon noted that if the Board is unable to get together for a quorum, this gives Mr. Morgan some authority to make certain decisions. This is purely administrative at this time. There was a brief discussion about the confirmed cases still being at 1, the second was misplaced to us from Cuyahoga County.

Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to approve and execute Resolution #20-037 for the Geauga County Board of Commissioners Declaration of State of Emergency due to COVID-19.

Board of County Commissioners, Geauga County, Ohio

Resolution: #20-037
Date: March 24, 2020

GEAUGA COUNTY BOARD OF COMMISSIONERS
DECLARATION OF STATE OF EMERGENCY DUE TO COVID-19

WHEREAS, Coronavirus Disease 2019 (COVID-19) is a respiratory disease that can result in serious illness or death, which is caused by the SARS-CoV-2 virus that is a new strain of coronavirus that had not been previously identified in humans; and

WHEREAS, on January 31, 2020, Health and Human Services Secretary Alex M. Azar II declared a public health emergency for the United States to aid the nation's healthcare community in responding to COVID-19; and

WHEREAS, Ohio Governor DeWine issued an Executive Order on March 9, 2020, Order #2020-013, declaring a State of Emergency for the COVID-19 pandemic; and

WHEREAS, on Friday, March 13, 2020, President Donald J. Trump declared a National Emergency under the Robert T. Stafford Act; and

WHEREAS, Geauga County resident's life, safety and welfare are at risk due to the imminent danger of the spread of this serious illness and therefore the Geauga County Board of Commissioners declare that a State of Emergency exists in the county and that we hereby invoke and declare those portions of the Ohio Revised Code which are applicable to the conditions that have caused the issuance of this resolution to be in full force and effect in the county, for the exercise of all necessary emergency authority for the protection of the lives and property of the people of Geauga County and the restoration of local government with a minimum of interruption; and

WHEREAS, Reference is hereby made to all appropriate laws, statutes, ordinances and resolutions, and particularly to Section 5502 of the Ohio Revised Code; and

WHEREAS, All public offices and employees of Geauga County are hereby directed to exercise the utmost diligence in the discharge of duties required of them for the duration of the emergency and in execution of emergency laws, regulations and directives – State and Local; and

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WHEREAS, All citizens are called upon and directed to comply with necessary emergency measures, to cooperate with public officials and emergency management forces; and

THEREFORE, BE IT RESOLVED, that the County Administrator, under Ohio Revised Code 305.30 is hereby authorized to utilize all necessary resources and personnel of the Board of Commissioners to respond to this emergency, to take actions that are necessary and appropriate, including the delegation of administrative and departmental functions among responsible staff to assure proper implementation in exercising this authority, to report any actions taken to the Board of Commissioners; and

BE IT FURTHER RESOLVED, that purchases related to the emergency that are greater than \$50,000.00 but less than \$100,000.00 be exempt from the competitive bidding process, as long as no fewer than three informal estimates are requested; and

BE IT FURTHER RESOLVED, that the County Administrator, pursuant to O.R.C. 305.30 shall have full authority to handle in the case of a "disaster" or "emergency", as defined in divisions (E) and (F) of Revised Code 5502.21, when a quorum of the Board cannot be assembled or made available in a timely manner, the ability to enter into any contract, lease or agreement of any nature, including for payment for goods received or services rendered, if the cost of such contract does not exceed \$100,000.00 and is otherwise not prohibited by law when such a disaster or emergency exists; and

BE IT FURTHER RESOLVED, that the State of Emergency shall end in thirty days unless renewed by a unanimous vote of this Board, as defined in O.R.C. 307.86 (A)(2); and

BE IT FURTHER RESOLVED, that this Resolution become part of the permanent record of the Board of Commissioners of Geauga County, Ohio.

<i>Roll Call Vote:</i>	<i>Commissioner Dvorak</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Aye</i>
	<i>Commissioner Lennon</i>	<i>Aye</i>

COMMISSIONERS' OFFICE – APPROVE TEMPORARY LEAVE POLICY PER STATES STAY AT HOME ORDER REGARDING COVID-19

Mr. Morgan asked the Board to approve a policy to place employees that are not able to work from home that they be placed on paid administrative leave. Mr. Morgan stated that those that are able are working from home. This is in effect from today through April 7th.

Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to approve the Temporary Leave Policy Per the State's Stay at Home Order Regarding COVID-19 to be effective March 24, 2020 through April 7, 2020 unless extended by approval of the Board.

<i>Roll Call Vote:</i>	<i>Commissioner Dvorak</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Aye</i>
	<i>Commissioner Lennon</i>	<i>Aye</i>

COMMISSIONERS' OFFICE – CANCEL SESSION – MARCH 31, 2020

Mr. Morgan asked the Board to consider canceling next Tuesday, we had held off on doing something with today and given the Governor's order this weekend we moved everything from next week to today to get it taken care of. We can call a meeting if needed.

Motion: by Commissioner Lennon, seconded by Commissioner Spidalieri to cancel session for Tuesday, March 31, 2020.

<i>Roll Call Vote:</i>	<i>Commissioner Dvorak</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Aye</i>
	<i>Commissioner Lennon</i>	<i>Aye</i>

Local resident Diane Jones inquired about how county decisions were going to be made to which it was noted that Mr. Morgan has the ability to approve certain things. Those items would be reported on at the next meeting. If a meeting is called notification will be sent out. Ms. Jones inquired about cutting spending due to the immediate health threat, are there any plans here or

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under discussion to cut spending. Mr. Lennon stated that we are being mindful and asked departments and Elected Officials to stop unnecessary spending. Mr. Lennon stated that we are going to have to continue to look at how we are doing things based on how things continue to play out, and how it's going to affect us, it's like a storm that has been brewing and we need to weather it and see how it affects us in the end. Mr. Lennon noted that thankfully to previous Commissioners they have been conservative in the spending has put us in a good position. Commissioner Dvorak noted that all the departments are doing what they need to do given the current situation. Mr. Lennon asked for comment from Director of the Department of Emergency Services Roger Peterson who clarified that this declaration doesn't change the outlook or our response but that it assists with a fiscal event.

Commissioner Spidalieri asked for an update from the Board of Elections to which Director Pete Zeigler noted that they were waiting for litigation and legislation, that the strongest legal argument is that Election Day has passed. Mr. Lennon inquired if the counties were going to have to pay double for Election Day. Mr. Zeigler noted that some expenses will have to be doubled, but we don't know for sure if there will be in person voting, that there may be a difference of opinion with the Secretary of State. It was noted that an election was moved due to September 11th. Mr. Zeigler noted that there will be more voting, it will just be a matter of how the voting takes place.

ACKNOWLEDGEMENTS

- a) *Geauga County Board of Developmental Disabilities Board Minutes for February 19, 2020.*

- b) *The Monthly Inventory Report, Consolidated Investment Portfolio and Obligations and Securities monthly reports filed by the Treasurer's Office for Geauga County for the Month of December 2019 amended, January 2020 amended and for February 2020 pursuant to ORC 135.35(L).*

OTHER

The Board reviewed upcoming events.

MEETINGS

Tue., 3/24 Investment Advisory Board, 8:45 a.m. Chambers

BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD

Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to adjourn the meeting at 9:46 a.m.

Geauga County Board of Commissioners

Timothy C. Lennon

Ralph Spidalieri

James W. Dvorak

Christine Blair, Commissioners' Clerk

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