

Commissioners' Journal
July 30, 2009

The Geauga County Board of Commissioners met in session on July 30, 2009 at 10:00 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 Vice Board, Mary E. Samide opened the meeting at 10:05 a.m. by leading the Board and audience in reciting the Pledge of Allegiance.

Commissioner Young was absent from this session.

APPROVE MINUTES

Motion: by Commissioner Jemison, seconded by Commissioner Samide to approve and execute the minutes for the meeting of July 28, 2009.

<i>Roll Call Vote:</i>	<i>Commissioner Jemison</i>	<i>Aye</i>
	<i>Commissioner Samide</i>	<i>Aye</i>
	<i>Commissioner Young</i>	<i>Absent</i>

SHERIFF'S OFFICE – BID OPENING – WIRELESS TOWER MODIFICATION SITES PROJECT

Chief Deputy Scott Hildenbrand reported the estimated cost for this project is about \$190,000.00 for the listed sites. The towers have to be “beefed up” to meet the new standards so they can install the new equipment on the towers. 800 Systems Coordinator Eric Bartholomew explained that the requirements to modify the towers structurally was not included in the original microwave bid specs because it would have left an unknown to the bidders as it was not known (not a clear scope of work) at that point exactly what had to be done to the towers. This modification is to hold digital equipment. Phase II of this project will not happen until around 2011 which will go out for bid at that time. It is not expected to be a proprietary source; it would be an open source protocol.

Motion: by Commissioner Jemison, seconded by Commissioner Samide to grant permission to advertise for bids for the Wireless Tower Modification Sites: Chardon, Bainbridge, Thompson and Claridon (Prime) Project with a bid opening to be held on August 26, 2009 at 2:00 p.m. Notice of this bid opening will be published August 3, 2009 and the county web site.

<i>Roll Call Vote:</i>	<i>Commissioner Jemison</i>	<i>Aye</i>
	<i>Commissioner Samide</i>	<i>Aye</i>
	<i>Commissioner Young</i>	<i>Absent</i>

DEPARTMENT OF JOB AND FAMILY SERVICES – AMEND HELP ME GROW - PREVENTION, RETENTION AND CONTINGENCY PLAN

Director Tim Taylor and Social Services Supervisor and Help Me Grow Co-coordinator Gina Shultz were present for this discussion. Mr. Taylor explained that this is changing the Help Me Grow rules in the PRC Plan which has to be part of this plan in order to use the TANF funds. This will allow for positioning to be allowed to contribute some TANF allocations to keep this part of Help Me Grow going. This program has a lot of value as an additional resource for “at risk families”. Ms. Shultz added that when the state puts out the new eligibility, they will be able to enroll families that have first time moms or who have children 0-6 months of age, as they are hard to reach. Mr. Taylor explained that some of these programs are about breaking cycles and the earlier you work with families there is a better chance of breaking the undesirable cycles. Mr. Taylor added that TANF funds are being reduced but Help Me Grow is one of those programs that need to continue as it pays huge dividends in a child's life.

Motion: by Commissioner Jemison, seconded by Commissioner Samide to amend the Help Me Grow home visitation and service coordination benefit for Additional Resource families as contained in the Prevention, Retention and Contingency (PRC) Plan of Geauga County, as recommended by the Family Services Planning Committee, to be effective July 20, 2009.

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Roll Call Vote:	Commissioner Jemison	Aye
	Commissioner Samide	Aye
	Commissioner Young	Absent

EAGLE SCOUT - SPENCER KERSHAW

Spencer Kershaw and his family were in session for the presentation of the resolution. Claudine Kozenko, Commissioners' Clerk asked Spencer to explain his project he did to earn his Eagle Scout award. Ms. Kozenko added that Spencer's sister, parents and grandparents all helped in some manner with the County Home Pleasant Hill Cemetery upgrade and that they all also volunteer at the County Home and have for many years. The Board thanked Spencer and his family and added that this project was a wonderful undertaking.

Motion: by Commissioner Jemison, seconded by Commissioner Samide to approve and execute Resolution 09-140 Honoring Eagle Scout Spencer Kershaw.

Board of County Commissioners, Geauga County, Ohio

*Resolution: 09-140
Date: July 30, 2009*

**A RESOLUTION HONORING SPENCER KERSHAW
FOR ACHIEVING EAGLE SCOUT THE HIGHEST AWARD OF ADVANCEMENT
BESTOWED UPON A BOY SCOUT**

WHEREAS, the Boy Scouts is a nationally acclaimed organization known for training young men to build character, citizenship, and leadership; and

WHEREAS, each scout must prove to his adult leaders the basics of outdoor survival including nature study, first aid, life saving and other activities that provide leadership qualities; and

WHEREAS, the Eagle Scout Rank is an accomplishment that only four percent of all those who start Boy Scouting ever attain; and

WHEREAS, Spencer Kershaw is a member of Boy Scout Troop 195, Chesterland, Geauga County, and has excelled in his search for knowledge, leadership, planning and community support; and

WHEREAS, Spencer Kershaw provided leadership at meetings and on campouts and has done an excellent job in all aspects of scouting; and

WHEREAS, Spencer Kershaw's Eagle Scout project consisted of documenting all the names, re-leveling the land and resetting all the grave markers at Pleasant Hill County Home Cemetery. Spencer also built a sign with all the names on it; put up some fencing and made some flower beds.

NOW, THEREFORE BE IT RESOLVED, that the Geauga County Board of Commissioners salutes Spencer Kershaw for service to his community and the Scouts of America;

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

Roll Call Vote:	Commissioner Jemison	Aye
	Commissioner Samide	Aye
	Commissioner Young	Absent

DEPARTMENT OF WATER RESOURCES – ENGINEERING TECHNICIAN (#2304)
MODIFIED JOB DESCRIPTION

Director Doug Bowen explained that this position was vacant for a few years (due to retirements) and that the modification was needed as the old description included hand drafting (which is not used anymore) and did not include GIS which is used.

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Motion: by Commissioner Jemison, seconded by Commissioner Samide to approve the modified job description for the position of Engineering Technician (#2304) to include GIS job duties and skill requirements which the Department believes are needed for the position. As a result of the increased responsibilities the position will also go up one level in compensation to the 2009 entry level rate of \$16.42 per hour.

<i>Roll Call Vote:</i>	<i>Commissioner Jemison</i>	<i>Aye</i>
	<i>Commissioner Samide</i>	<i>Aye</i>
	<i>Commissioner Young</i>	<i>Absent</i>

DEPARTMENT OF WATER RESOURCES – INTERNAL POSTING – ENGINEERING TECHNICIAN (#2304)

Motion: by Commissioner Jemison, seconded by Commissioner Samide to grant permission to advertise internally, in accordance with union contract provisions, to fill an Engineering Technician position (#2304) for the 470 Center Street, Building #3 office location, to be posted for no less than ten calendar days.

<i>Roll Call Vote:</i>	<i>Commissioner Jemison</i>	<i>Aye</i>
	<i>Commissioner Samide</i>	<i>Aye</i>
	<i>Commissioner Young</i>	<i>Absent</i>

TRANSIT DEPARTMENT – PUBLIC HEARING ADVERTISEMENT – CY 2010 ODOT GRANT PROPOSALS

Motion: by Commissioner Jemison, seconded by Commissioner Samide to grant permission to advertise to hold a public hearing for the CY 2010 ODOT Operating Grant Proposal and the CY 2010 ODOT Capital Grant Proposal to be held on September 1, 2009 at 10:30 a.m. Notice of this hearing will be advertised August 5, 2009 and August 29, 2009.

<i>Roll Call Vote:</i>	<i>Commissioner Jemison</i>	<i>Aye</i>
	<i>Commissioner Samide</i>	<i>Aye</i>
	<i>Commissioner Young</i>	<i>Absent</i>

TRANSIT DEPARTMENT – OHIO MOTOR FUEL TAX REFUND CLAIM

Motion: by Commissioner Jemison, seconded by Commissioner Samide to approve and authorize the Vice President of the Board to execute the Ohio Motor Fuel Tax Refund Claim for Transit Buses for the period April 1, 2009 through June 30, 2009, in the amount of \$2,920.88.

<i>Roll Call Vote:</i>	<i>Commissioner Jemison</i>	<i>Aye</i>
	<i>Commissioner Samide</i>	<i>Aye</i>
	<i>Commissioner Young</i>	<i>Absent</i>

MAINTENANCE DEPARTMENT – SERVICE CONTRACT – DIVERSIFIED PIPING AND MECHANICAL INCORPORATED – SPRINKLER SYSTEMS

Motion: by Commissioner Jemison, seconded by Commissioner Samide to approve and execute a Contract Agreement between the Geauga County Board of Commissioners and Diversified Piping and Mechanical, Incorporated to perform all services necessary for Sprinkler Systems throughout all Geauga County Buildings for the 2009 Year, in an amount not to exceed \$3,000.00.

<i>Roll Call Vote:</i>	<i>Commissioner Jemison</i>	<i>Aye</i>
	<i>Commissioner Samide</i>	<i>Aye</i>
	<i>Commissioner Young</i>	<i>Absent</i>

MAINTENANCE DEPARTMENT – SERVICE CONTRACT – ABLE SECURITY AND AUTOMATION CORPORATION – YOUTH CENTER SECURITY UPGRADE

Director Glen Vernick explained that they are going to upgrade the security on all the outer doors which will be monitored in the Youth Home office. Commissioner Jemison asked if there was any thought to tying that into the Sheriff's dispatch. Mr. Vernick replied that they have not considered that at this time as they do not want to bog down dispatch. Mr. Vernick continued

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that they will also install detectors on the outside of the windows in case the residents decide to exit through the windows.

Motion: by Commissioner Jemison, seconded by Commissioner Samide to approve and execute a Contract Agreement between the Geauga County Board of Commissioners and Able Security and Automation Corporation to perform all services necessary for the (Frank G. Lavrich Youth Center) Geauga County Youth Facility Security Upgrade Project for the 2009 Year, in an amount not to exceed \$3,335.00.

<i>Roll Call Vote:</i>	<i>Commissioner Jemison</i>	<i>Aye</i>
	<i>Commissioner Samide</i>	<i>Aye</i>
	<i>Commissioner Young</i>	<i>Absent</i>

MAINTENANCE DEPARTMENT –DESIGN-BUILD SOLUTIONS INCORPORATED SERVICE CONTRACT – SHERIFF POST 2 ROOF REPLACEMENT

Commissioner Jemison noted that this project was planned and was already in the Maintenance Department budget.

Motion: by Commissioner Jemison, seconded by Commissioner Samide to approve and execute a Contract Agreement with Design-Build Solutions, Incorporated for the Roof Replacement at Geauga County Sheriffs Department Post 2, (State Contract # 775564A STS564) for the period of 120 days, in the amount of \$149,511.00.

<i>Roll Call Vote:</i>	<i>Commissioner Jemison</i>	<i>Aye</i>
	<i>Commissioner Samide</i>	<i>Aye</i>
	<i>Commissioner Young</i>	<i>Absent</i>

MAINTENANCE DEPARTMENT – GARDINER TRANE COMPANY SERVICE CONTRACT – SAFETY CENTER DVR EQUIPMENT ROOM COOLING

Motion: by Commissioner Jemison, seconded by Commissioner Samide to approve and execute a Contract Agreement with The Gardiner Trane Company (Uniontown) for the Cooling for the DVR Equipment Room at the Geauga County Safety Center for the period of 120 days, in the amount of \$16,942.00.

<i>Roll Call Vote:</i>	<i>Commissioner Jemison</i>	<i>Aye</i>
	<i>Commissioner Samide</i>	<i>Aye</i>
	<i>Commissioner Young</i>	<i>Absent</i>

MAINTENANCE DEPARTMENT – TRANE COMPANY SERVICE CONTRACT – 470 CENTER STREET ROOF TOP UNIT REPLACEMENTS

Mr. Vernick stated that this is for seven units leaving six more to do. The current systems are about 25 years old. This is not an emergency project, it was a planned project.

Motion: by Commissioner Jemison, seconded by Commissioner Samide to approve and execute a Contract Agreement with The Trane Company (Solon) for the 470 Center Street Roof Top Units Replacement – 2009 (State Contract # 77563200306) for the period of 120 days, in the amount of \$64,711.00.

<i>Roll Call Vote:</i>	<i>Commissioner Jemison</i>	<i>Aye</i>
	<i>Commissioner Samide</i>	<i>Aye</i>
	<i>Commissioner Young</i>	<i>Absent</i>

EAGLE SCOUT - NIKO MANNELLA

Motion: by Commissioner Jemison, seconded by Commissioner Samide to approve and execute Resolution 09-139 Honoring Eagle Scout Niko Mannella.

<i>Roll Call Vote:</i>	<i>Commissioner Jemison</i>	<i>Aye</i>
	<i>Commissioner Samide</i>	<i>Aye</i>
	<i>Commissioner Young</i>	<i>Absent</i>

Board of County Commissioners, Geauga County, Ohio

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Resolution: 09-139
Date: July 30, 2009

*A RESOLUTION HONORING NIKO MANNELLA
FOR ACHIEVING EAGLE SCOUT THE HIGHEST AWARD OF ADVANCEMENT
BESTOWED UPON A BOY SCOUT*

WHEREAS, the Boy Scouts is a nationally acclaimed organization known for training young men to build character, citizenship, and leadership; and

WHEREAS, each scout must prove to his adult leaders the basics of outdoor survival including nature study, first aid, life saving and other activities that provide leadership qualities; and

WHEREAS, the Eagle Scout Rank is an accomplishment that only four percent of all those who start Boy Scouting ever attain; and

WHEREAS, Niko Mannella is a member of Boy Scout Troop 195, Chesterland, Geauga County, and has excelled in his search for knowledge, leadership, planning and community support; and

WHEREAS, Niko Mannella provided leadership at meetings and on campouts and has done an excellent job in all aspects of scouting; and

WHEREAS, Niko Mannella's Eagle Scout project consisted of securing the donation of materials to remove and rebuild an old wood fence between the church and West Geauga Plaza.

NOW, THEREFORE BE IT RESOLVED, that the Geauga County Board of Commissioners salutes Niko Mannella for service to his community and the Scouts of America;

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 Jemison</i>	<i>Aye</i>
	<i>Commissioner Samide</i>	<i>Aye</i>
	<i>Commissioner Young</i>	<i>Absent</i>

COMMISSIONERS' OFFICE – AMEND MOTIONS – HIRING CASSANDRA MOORE AND LEAH WOODS

Motion: by Commissioner Jemison, seconded by Commissioner Samide to amend the following motion of July 21, 2009 to correct the typo in the pay rate and to amend the starting date to read:

“approve hiring Cassandra Moore as a Substitute Attendant (#1504-2) in the County Home, to be effective July 27, 2009 at a rate of \$8.60 per hour. After the successful completion of a 1,000 hour probationary period, the rate will increase to \$9.06 per hour.”

<i>Roll Call Vote:</i>	<i>Commissioner Jemison</i>	<i>Aye</i>
	<i>Commissioner Samide</i>	<i>Aye</i>
	<i>Commissioner Young</i>	<i>Absent</i>

Motion: by Commissioner Jemison, seconded by Commissioner Samide to amend the following motion of July 21, 2009 to correct the typo in the pay rate to read:

“to approve hiring Leah Woods as a Substitute Attendant (#1504-2) in the County Home, to be effective July 24, 2009 at a rate of \$8.60 per hour. After the successful completion of a 1,000 hour probationary period, the rate will increase to \$9.06 per hour.”

<i>Roll Call Vote:</i>	<i>Commissioner Jemison</i>	<i>Aye</i>
	<i>Commissioner Samide</i>	<i>Aye</i>
	<i>Commissioner Young</i>	<i>Absent</i>

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COMMISSIONERS' OFFICE – ADOPT EMPLOYEE ASSISTANCE PROGRAM
POLICY – COUNTY PERSONNEL POLICY AND PROCEDURE MANUAL

Benefits Coordinator Kathy Hostutler explained that this is the second year for this program but it was never officially included in the personnel policy manual but Cleveland Clinic recommended that it be included in the manual. The name has changed for the employee assistance program (EAP) program to Cleveland Clinic Concern LEAP (Lifestyle employee assistance program). Ms. Hostutler added that nothing has changed with the program, four speakers a year are provided at no charge, 8 free counseling sessions, 2 half hour financials sessions and legal assistance for half an hour with an attorney. Employees are eligible to use this program from day one, part-time and seasonal employees are eligible as well Ms. Hostutler added that she has received calls that people are using the program and are happy with it. Ms. Hostutler continued that they were expecting 3-4% participation rate but had 5%. The higher percentage of use cost the county a little more money. This second year they plan to utilize the program for supervisor training to use as a tool to aid their employees. Human Resources Administrator Colleen Lockhart added it will be reinforced to the department directors that this program is available and they can talk to their employees about LEAP and its availability. Cleveland Clinic will do training for supervisors to use the LEAP program as a tool to help them manage their employees. A mailing is planned to all the employees informing them of the new face to the EAP program. The Supervisors will have their own password to the website to help them deal with employee issues. Ms. Hostutler stated the cost is \$15,000.00 for 700 employees and believes the board is getting a lot for the money. Commissioner Samide inquired that if the use were to increase to 10% would the cost double. Ms. Hostutler stated she believed it would go up a small incremental increase.

Motion: by Commissioner Jemison, seconded by Commissioner Samide to approve and adopt the addition of the Employee Assistance Program policy, Section 5. Benefits, page 5.12, of the Geauga County Personnel Policy and Procedure Manual, which explains the EAP benefit as well as client confidentiality, employer and self referral process as well as eligibility. Bargaining unit employees are governed by provision of their collective bargaining agreement.

<i>Roll Call Vote:</i>	<i>Commissioner Jemison</i>	<i>Aye</i>
	<i>Commissioner Samide</i>	<i>Aye</i>
	<i>Commissioner Young</i>	<i>Absent</i>

OTHER

The Board reviewed calendars and mentioned the annual meeting with the County Home to be held today at noon at the County Home office.

ACKNOWLEDGEMENTS

- a) *A weekly report filed by the County Dog Warden of all dogs seized, impounded, redeemed or destroyed for the week ending July 22, 2009 as required by O.R.C. 955.12.*

MEETINGS

Thu., 7/30 The Commissioners will attend the Annual County Home meeting at 12:00 p.m.

Tue., 8/4 The Commissioners will hold regular session.

Thu., 8/6 The Commissioners will hold regular session.

Mon., 8/10 Board of Revision meeting at the Auditor's Conference Room

Tue., 8/11 The Commissioners will hold regular session.

Thu., 8/13 The Commissioners will hold regular session.

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***BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, COMMISSIONER
SAMIDE ADJOURNED THE MEETING AT 11:00 A.M.***

Geauga County Board of Commissioners

Tracy A. Jemison

Mary E. Samide

ABSENT
William S. Young

Claudine Kozenko, Commissioners' Clerk