

Commissioners' Journal
December 29, 2011

The Geauga County Board of Commissioners met in session on December 29, 2011 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 Board, Tracy A. Jemison opened the meeting at 10:02 a.m. by leading the Board and audience in reciting the Pledge of Allegiance.

APPROVE FINANCIALS

County Administrator David Lair explained the financials he approved on December 27th as Supplemental De-appropriations for various funds necessary for year end processing.

Motion: by Commissioner Samide, seconded by Commissioner Young to report on financials from December 27, 2011, Resolution #11-197, as approved by the County Administrator pursuant to the motion approved January 6, 2011 authorizing the County Administrator to execute, in the case of a lack of quorum of Commissioners and/or if session is cancelled on a regular financial day, the required approvals for county financials on behalf of the Board through the end of 2011, as authorized by O.R.C. 305.30.

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

Budget Administrator Heidi Delaney explained the financials for today as a Revenue Certification for the Road Improvement Fund; Supplemental De-appropriations for various funds for year-end compliance; Appropriation Transfers to correct appropriations for year-end payroll processing; and a Cash Transfer from the Intensive Supervision Probation Fund into the Probation Services Fund related to changes made by the State to the reporting requirements of offender fees.

Motion: by Commissioner Samide, seconded by Commissioner Young to approve and execute Resolution #11-199 itemizing the financials for the meeting of December 29, 2011.

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

UPDATE –

Commissioner Jemison stated that County Administrator David Lair will present a financial recap of where we think we might be as we enter into the new year and what the budget situation might be. Mr. Lair presented a spreadsheet showing the history of the General Fund since 2008. Mr. Lair explained that the tax budget is approved in July which is a projection of what you believe to spend in the next year. Mr. Lair stated that the ending unencumbered balance is cash that has not been encumbered, or tied up in purchase orders or contracts. Mr. Lair explained that the total spent in 2011 shows \$25,763,094.00; included in that amount are capital projects and debt reduction of over \$1.1 million of which \$230,000.00 is in tower equipment, \$430,000.00 for the radio upgrade down payment and \$500,000.00 of debt retirement. Mr. Lair explained that they are conservative in estimating a carryover of \$2 million, and that this year we received 11% more in revenues than what the budget commission certified and that will leave us with ending cash of around \$4.6 million with at least \$500,000.00 in encumbrances (purchase orders) leaving a carryover of about \$4.1 million.

Mr. Jemison explained that the Commissioners are being conservative and that they just don't know what 2012 or 2013 is going to bring. Mr. Jemison stated that he felt that the county has started to inch up off the bottom, but that they still need to remain conservative in the estimates and there are still more things coming from the Federal and State in their 2nd and 3rd rounds of cuts that will affect us in 2013. Commissioner Samide stated that the county will be taking on

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more expenditure's that the State may have picked up in the past and believes that unemployment is something else that is hitting the county hard. Ms. Samide noted that the unemployment rate in Geauga County is 5.4%, as opposed to the United States rate of around 9%. Mr. Lair explained that sometimes stories are written in newspapers that include the facts, but when people reading those articles don't know the background it often leads to confusion and misconceptions. Comparing a future year appropriation with prior year spending leaves the impression that we are going to spend more money and that is not the case. When we appropriate our resources, worst case is that it can be moved around within those appropriations. If you look at the last five years, this Board and this County has kept its spending in the General Fund increases, often decreases, in every case well below the rate of inflation, meaning that that county is living like a tax payer, within their means.

Ms. Samide added that the county is pretty well holding its own, and that it makes it crucial that we pay down our debt, adding that it's one thing to pay you're your bills, but it's another thing to clear your debt out. Not only are you paying your bills but building a foundation to be debt free and that is the mindset that has been here in this county the last eight or nine years. Mr. Lair stated that in 2013 the County is going to see further cuts in the Local Government Fund along with possible other reductions, noting that 2013 maybe more of a challenge that 2012 is going to be.

Commissioner Young added that now that we have the opportunity to reduce the debt a little bit more. Mr. Young noted that this year the sales tax was significantly higher than what was thought it was going to be, and agreed with Ms. Samide that our unemployment rate is very good. Mr. Young included that the sales tax is also coming from people from the surrounding counties that are shopping here in Geauga and that is a positive thing.

Geauga County					
Summary of General Fund Resources and Spending, 2008-2012					
	2008	2009	2010	2011	2012
	Actual	Actual	Actual	Actual/Projected	Projected
Assumed Tax Budget Carryover	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000
Actual Beginning Cash*	\$ 4,692,511	\$ 5,428,360	\$ 4,157,822	\$ 4,330,978	\$ 4,676,211
Unencumbered Carryover	\$ 3,987,358	\$ 4,725,138	\$ 3,679,626	\$ 3,777,903	\$ 4,176,211
Revenues	\$ 28,363,472	\$ 24,474,710	\$ 25,368,695	\$ 26,108,328	\$ 25,591,959
Total Resources**	\$ 33,055,983	\$ 29,903,070	\$ 29,526,517	\$ 30,439,306	\$ 30,268,170
Total Appropriated	\$ 31,757,055	\$ 29,783,309	\$ 28,095,352	\$ 27,851,994	\$ 27,768,170
Total Spent	\$ 27,627,623	\$ 25,745,248	\$ 25,195,539	\$ 25,763,094	\$ 25,685,558
Ending Cash	\$ 5,428,360	\$ 4,157,822	\$ 4,330,978	\$ 4,676,211	\$ 4,582,613
above numbers in bold italic are estimates, all others are actual					
% of Resources Spent	83.6%	86.1%	85.3%	84.6%	84.9%
% of Appropriation Spent	87.0%	86.4%	89.7%	92.5%	92.5%
<i>Conservative estimates key to balancing the budget:</i>					
Actual Revenue in excess of certified				11.00%	0.00%
Actual Spending below total appropriations				92.50%	92.50%
* actual beginning cash, less outstanding encumbrances = unencumbered carryover for 2012, estimated encumbrances (outstanding purchase orders and contracts) total \$500,000					
** Total Resources for this illustration represents beginning cash plus actual (08-10) or projected (11-12) receipts, as total spending for the year includes payments made against prior year encumbrances					

Mr. Jemison added that he wanted to clarify that often people are confused when they read the headlines and articles in the local papers and that it can cause people to think that Geauga County is going into 2012 with a \$1.2 million dollar deficit, noting that the tax budget which was created in June with a conservative carryover of \$2 million, and now looking at a carryover of \$4.1 million, which is comparable to what the carryover from last year could easily be that way. Mr. Jemison explained that the figures from last week were still estimates, but today's numbers are based on the estimates from Budget Administrator Heidi Delaney, adding that the exact figures are still not known, but noted that the important thing is that we've lived within the means of the revenues we had in 2011 versus what we spent.

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Ms. Samide added that it's good financial budgeting, adding this is the bottom line, figure your expenditures high and your revenues low and at the end of the day you come up and find your revenues are higher.

TRANSIT DEPARTMENT – OHIO DEPARTMENT OF TRANSPORTATION (ODOT) RURAL TRANSIT PROGRAM 2012 GRANT CONTRACT

Director Kristina Reider explained that this is Transit's 2012 Annual Operating and Capital money, but that it does not include the Capital for vehicle replacement, that the State is still working on that and that she will come back with an Addendum. Ms. Reider stated that it included \$631,363.00 from Federal and \$122,700.00 from State, adding that the Federal is a 7.5% increase from 2011, and that the State is the same as last year. This includes \$214,054.00 of funds for Capitalized Maintenance which covers the salaries and benefits for the Maintenance staff, a third of the salaries and benefits for the Operations Manager, along with parts and tires, but there is no fuel or administrative costs in here. Ms. Reider stated that the funds are paid out in eleven monthly payments which equal 1/12 of the contract amount. An invoice is submitted quarterly based on the actual expenditures from the Auditor's monthly reports and then reconciliation is made for any adjustments. Ms. Reider stated that November and December's payments are held until the final invoice is submitted in January and then after any adjustments the payments are received.

Ms. Reider explained that the restrictions on the grant, or strings attached include a stipulation that no offshore expenditures are permitted, that any they must document any bids and financial reports, noting that bids must be approved by ODOT prior to being awarded, that they must keep and maintain an up to date inventory, which is also a requirement of the county, that they must submit a four year Capital and Operating Plan, that on the off years funding can be adjusted based on actual expenses, copies of any purchase orders for capital items bought must be sent to ODOT as soon as they are cut, that they must receive written concurrence before any changes are made to their system regarding hours or fares, that quarterly invoices of actual expenses are submitted, maintain proper insurance, follow the drug free workplace laws and EEO practices, and that on their end they are required to do drug and alcohol testing and all of the training required by ODOT, which can be extensive. Ms. Reider added that they work with the Department on Aging to make sure that all the drivers are up to date and have all the training required. Ms. Samide stated that the restrictions are for accountability, which anytime cash is transferred there has to be accountability. Ms. Reider also noted that every two years that ODOT comes in and does a quality assurance review.

Motion: by Commissioner Samide, seconded by Commissioner Young to approve and authorize the President of the Board to execute the Ohio Department of Transportation (ODOT) Rural Transit Program 2012 Grant Contract between the Geauga County Board of Commissioners and the State of Ohio Department of Transportation (Rural Operating Contract No. RPT-4028-032-121 and Rural Capital Contract No. RPT-0028-032-122) for the period January 1, 2012 through December 31, 2012 in the amount of \$968,117.00 (\$631,363.00 Federal Operating Funds, \$122,700.00 State Operating Funds and \$214,054.00 in Capitalized Maintenance Funds).

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

WATER RESOURCES – CONTRACT AGREEMENT – MULTIVISTA MIDWEST LLC – OPALOCKA WASTE WATER TREATMENT PROJECT

Assistant Sanitary Engineer Gerard Morgan explained that Multivista is a photographic documentation company that documents the construction of a project via photograph. Mr. Morgan stated that for the future we will have visual evidence of everything, including everything in ground, noting that this company is also working on the Infirmary Creek project as well.

Motion: by Commissioner Samide, seconded by Commissioner Young to approve and execute the Contract Agreement with Multivista Midwest LLC to provide photographic documentation of the Opalocka Waste Water Treatment Project, located at 12877 Opalocka Drive, Chesterland in accordance with the proposal submitted October 6, 2011 in the amount of \$3,128.00.

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

WATER RESOURCES – AGREEMENT – HESS AND ASSOCIATES ENGINEERING, INCORPORATED – RUSSELL TOWNSHIP CENTER SEWER PROJECT

Mr. Morgan explained that Hess and Associates will be doing the engineering for the Russell Township Center project located at the intersection of Kinsman Road and State Route 306. Mr. Morgan stated that they had received approval in July from the Trustees to move forward. Mr. Morgan explained that area involved as being from the Peters building east to the Township building and will service the old bank building, and north to the Circle K and south to the old fire station, which will be served through the old line, along with the Shell station on the corner.

Motion: by Commissioner Samide, seconded by Commissioner Young to approve and execute the Agreement between the Geauga County Board of Commissioners and Hess and Associates Engineering, Incorporated for engineering services and surveying for the Russell Township Center Sewer Project in accordance with the proposal submitted October 15, 2011 in an amount not to exceed \$6,500.00.

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

WATER RESOURCES – ADDENDUM TO CONTRACT – UNIVERSITY HOSPITALS GEAUGA MEDICAL CENTER – INFIRMARY CREEK WASTEWATER TREATMENT PLANT EXPANSION PROJECT

Director Doug Bowen explained that in 1984 they had an original agreement with the hospital when they built Infirmary Creek that stated the percent of what the hospital was versus the rest. Mr. Bowen stated that this addendum says that the hospital will own 66% of the capacity of the treatment plant. The total cost for this project is \$1.8 million and the hospital's portion is \$1.2 million of the total. Mr. Bowen explained that this was the final piece of the WPCLF fund loan that the hospital has agreed to pay completely. The county will pay our 33% of the cost on our own and the hospital will be paying their 66% off over the next twenty years.

Motion: by Commissioner Samide, seconded by Commissioner Young to approve and execute the Addendum to Contract between the Geauga County Board of Commissioners and University Hospitals Geauga Medical Center for the Infirmary Creek Wastewater Treatment Plant Expansion Project, relating to the facilities wastewater, construction expenses and debt incurred as a result of those expenses.

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

WATER RESOURCES – ADVERTISE INTERNALLY – WASTEWATER PLANT OPERATOR I (#2326)

Mr. Bowen explained that part of the union agreement is when an Operator receives their license from the EPA that we post internally for them. Mr. Bowen stated that Mr. McGee started out as a summer student for three years and then was hired Full-time two years ago and has been working at the McFarland plant. Mr. McGee has received his Operator license and this posting will allow him to be hired from a Maintenance Worker to Operator I.

Motion: by Commissioner Samide, seconded by Commissioner Young to grant permission to advertise internally for the position of Wastewater Plant Operator I (#2326) for the Department's McFarland Wastewater Treatment Plant for the period of ten (10) days, in accordance with the union contract.

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

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EXECUTIVE SESSION – WATER RESOURCES

Motion: by Commissioner Samide, seconded by Commissioner Young to move into executive session for the purpose of discussing the discipline of a Water Resources employee.

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

Mr. Jemison noted that County Administrator David Lair and Director Doug Bowen would be joining them. The Board returned from executive session at 10:45 a.m., as a result the following action was taken:

Motion: by Commissioner Samide, seconded by Commissioner Young to accept the disciplinary recommendation of the hearing officer, Ron Geller, and to suspend without pay Brandon Willman, Operator I in the Department of Water Resources for 120 hours for violations of the Geauga County Personnel Policy for Neglect of Duty, and to further approve and execute the Order of Removal, Reduction, Suspension, Involuntary Disciplinary Separation per O.R.C. 124.34 for the 120 hours.

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

DEPARTMENT ON AGING – ACCEPT RESIGNATION – KATE RITCHIE – ADULT DAY CARE AIDE (#1008)

Assistant Director Kathy Petrella explained that they had received a letter asking that Ms. Ritchie resign from her position as of January 6, 2012. It was noted that Ms. Ritchie would be returning to school.

Motion: by Commissioner Samide, seconded by Commissioner Young to accept the resignation of Kate Ritchie, Adult Day Care Aide (#1008), to be effective January 6, 2012.

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

DEPARTMENT ON AGING – ADVERTISE POSITION- PART-TIME ADULT DAY CARE AIDE (#1008)

Motion: by Commissioner Samide, seconded by Commissioner Young to grant permission to advertise for the position of Part-time Adult Day Care Aide (#1008) accepting applications for the period January 6, 2012 through 4:30 p.m. on January 20, 2012.

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

COMMISSIONERS' OFFICE – RE-APPOINT MARGARET MEUHLING AND TRACY ENGLE – PLANNING COMMISSION BOARD

Motion: by Commissioner Samide, seconded by Commissioner Young to re-appoint Margaret Muehling and Tracy Engle to the Planning Commission Board for a three year term January 1, 2012 through December 31, 2014.

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

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COMMISSIONERS' OFFICE – RESOLUTION HONORING JONATHAN KLEVE – EAGLE SCOUT

Motion: by Commissioner Samide, seconded by Commissioner Young to approve and execute Resolution #11-198 Honoring Jonathan Kleve on achieving the rank of Eagle Scout.

Board of County Commissioners, Geauga County, Ohio

Resolution: 11-198

Date: December 29, 2011

**A RESOLUTION HONORING JONATHAN KLEVE 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, lifesaving 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, Jonathan Kleve is a member of Boy Scout Troop 99, Newbury Township, Geauga County, and has excelled in his search for knowledge, leadership, planning and community support; and

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

WHEREAS, Jonathan Kleve's Eagle Scout project consisted of pressure washing, scraping, making repairs and repainting a storage barn at the Atwood Mauck Legion Post #459 in Burton, Ohio

NOW, THEREFORE BE IT RESOLVED, that the Geauga County Board of Commissioners salutes Jonathan Kleve 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 Samide</i>	<i>Aye</i>
	<i>Commissioner Young</i>	<i>Aye</i>
	<i>Commissioner Jemison</i>	<i>Aye</i>

OTHER

The Board reviewed upcoming events.

MEETINGS

Mon., 1/2 County offices will be closed for general business due to the New Year's holiday. Twenty-four hour operations will continue to operate as usual.

Tues., 1/3 The Regularly scheduled Commissioners' meeting is cancelled.

Thu., 1/5 The Commissioners will hold regular session.

Fri – Sun. 1/6-1/8 The Commissioners will be attending the Fair Board Convention in Columbus, Ohio.

Mon., 1/9 The Commissioners will hold the Re-organizational meeting at 10:00 a.m.

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Mon., 1/9 Board of Revision, 3:30 p.m.

Tues., 1/10 **The Regularly scheduled Commissioners' meeting is cancelled.**

Tues., 1/10 The Planning Commission meeting at 7:00 p.m. in the Planning Commission meeting room, Bldg. #1C, 470 Center Street, Chardon

Thu., 1/12 The Commissioners will hold regular session.

Fri., 1/13 NOACA meeting, 10:00 a.m.

Mon., 1/16 **County offices will be closed for general business due to Martin Luther King Jr. holiday. Twenty-four hour operations will continue to operate as usual.**

Tues., 1/17 **The Regularly scheduled Commissioners' meeting is cancelled.**

Thu., 1/19 The Commissioners will hold regular session.

Commissioner Samide added the Geauga County Township Association dinner on January 11, 2012 at 6:30 p.m.

BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, COMMISSIONER SAMIDE ADJOURNED THE MEETING AT 10:50 A.M.

Geauga County Board of Commissioners

Tracy A. Jemison

William S. Young

Mary E. Samide

Christine Blair, Commissioners' Clerk