

Commissioners' Journal
October 4, 2012

The Geauga County Board of Commissioners met in session on October 4, 2012 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, Mary E. Samide opened the meeting at 10:02 a.m. by leading the Board and audience in reciting the Pledge of Allegiance.

APPROVE MINUTES

Motion: by Commissioner Claypool, seconded by Commissioner Jemison to approve and execute the minutes for the meeting of September 27, 2012.

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

APPROVE FINANCIALS

Budget Administrator Heidi Delaney explained the financials for today as including Revenue Certifications for the Airport Construction fund for additional revenue based on grant funding and the Sheriff's 800 Communications Fund to reflect actual revenue received; Supplemental Appropriations for the Juvenile Court's Care & Custody Fund and the CASA Fund for necessary appropriations for salary increases; Cash transfers into the General Fund for Job and Family Services building lease payments for September and October 2012, a Cash transfer from the debt fund to the 800 MHz Permanent Improvement Fund for note proceeds in the amount of \$4,000,000.00; A contract for Vista Solutions Group for a portion of the document imaging and management system in the amount of \$10,785.00, a contract for the Geauga County Airport Authority for the first phase of the Concrete Apron Drainage Improvement Project in the amount of \$29,00000, a purchase order to CDW Government, Incorporated for the purchase of eleven (11) computer workstations for the Department of Water Resources in the amount of \$13,992.00; a payment to Pitney-Bowes for postage purchase for the postage meter in the amount of \$30,000.00, and a payment to Spillman Technologies for the 911 Computer Aided Dispatch (CAD) program contract in the amount of \$90,049.00. Commissioner Samide stated that she wanted on record that while a lot of other departments are purchasing new computers, that the majority of the computers in the Commissioners' office have been in service for over eight years.

Motion: by Commissioner Claypool, seconded by Commissioner Jemison to approve and execute Resolution #12-175 itemizing the financials for the meeting of October 4, 2012.

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

SHERIFF'S OFFICE – OHIO OFFICE OF CRIMINAL JUSTICE SERVICES QUARTERLY SUBGRANT REPORTS

Sheriff Dan McClelland stated that this was a closeout report for a grant, and that all monies from that grant have been used.

Motion: by Commissioner Claypool, seconded by Commissioner Jemison to approve and authorize the President of the Board to execute the Ohio Office of Criminal Justice Services Quarterly Subgrant Report for Violence Against Women #2009-WF-VA2-8214B for the period ending September 30, 2012.

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

Sheriff McClelland explained that the second item was for the violence against women (VOWA) grant and this grant is still currently being used and has a reimbursement amount of \$14,102.83.

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This reimbursement is for monies that have already been collected on fines and forfeitures. Commissioner Claypool stated that he was looking to develop a report that lists the total of all monies expended for victims' programs. Mr. Claypool added that he would like to put together a complete picture, as there are some operational expenses involved in carrying out these activities, and that he would like a summary of all the agencies receiving these monies. Sheriff McClelland stated that this reimbursement is for an investigator deputy, to which Mr. Claypool asked if this was a reimbursement for a deputy that we would have had anyway. Commissioner Jemison stated that he was not sure that this position would be funded without a reimbursement. Mr. Claypool stated that although we may have this person because we're getting a payment, there is probably a need, but asked how this type of investigative work is different? Sheriff McClelland explained that a deputy is specifically assigned to investigate violence against women acts, and she specializes in that type of crime. Mr. Claypool responded that he felt that a crime is a crime, and that we are starting to segregate different types of crime, but the investigative activities are basically the same for all crimes, but that when we start differentiating by specific type of crime that he has a problem with that. Sheriff McClelland responded that there are differences, just like there is a difference between doctors because of specialized training and knowledge, and that it is not cost effective for all investigators to be trained in everything. In response to a question as to number of deputies, Sheriff McClelland estimated that there are about 25 uniformed first responders. Mr. Claypool stated that he doesn't necessarily need specifics, but isn't a majority of crimes drug-related? Sheriff McClelland stated that a lot of the crime today is a result of narcotics activities, noting that there are also other crimes. Mr. Claypool expressed that his view is that law enforcement should train for the areas of highest demand, and that there is a standard training common to all law enforcement, and training to this standard is using our tax dollars efficiently. Mr. Jemison remarked that the Victims of Crime funding approach utilizing monies gained from fines and forfeitures is that the criminals are paying for this program; Sheriff McClelland added that this is somewhat like user fees. Mr. Claypool stated that the idea is great, but there is still a General Fund match so the taxpayers are still partially paying for this. Sheriff McClelland noted that according to the Ohio Revised Code, the Sheriff "shall" respond to disturbances of the peace, so he has a legal duty to do this anyway; with this program, at least we get some reimbursement back. Ms. Samide remarked that there must have been a reason why this was focused on. Sheriff McClelland explained that there is special training involved, along with certain requirements and abilities for dealing with a female that has been victimized by a male perpetrator; having a female deputy is a first example of specialization. Mr. Claypool stated that he appreciated the patience of everyone as he became more familiar with programs such as this, and that he is looking for additional help to fully understand this topic, noting that he will need to have a conversation with the courts involved in this process for their input as well.

Motion: by Commissioner Claypool, seconded by Commissioner Jemison to approve and authorize the President of the Board to execute the Ohio Office of Criminal Justice Services Quarterly Subgrant Report for Violence Against Women #2011-WF-VA2-8214 for the period ending September 30, 2012 in the amount of \$14,102.83.

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

COUNTY ENGINEER'S OFFICE – CHANGE ORDER #2 – FINAL DECREASE – RONYAK PAVING, INCORPORATED – WIDENING AND RESURFACING OF BASS LAKE ROAD

Chief Deputy Engineer Joe Cattell explained that this was the second and final change order for the project on Bass Lake Road. This was the section from Mayfield Road to just short of Butternut Road. Mr. Cattell stated that they were able to minimize anticipated work on the project, noting that the big savings was due to the subsurface soils along the roadway being better than expected. Mr. Cattell stated that he had come before the board to discuss the first change order which was a \$6,000.00 increase for a homeowner that had asked to enclose the ditch in front of his property. Mr. Cattell noted that he promised that the overall project cost change would be a reduction. Mr. Jemison stated that someone had questioned him regarding the depth of the ditches along the roadway. Mr. Cattell explained that the project had been designed to make the roadway wider and modify the ditches to be a couple of inches shallower with a much shallower grade, that would make the ditch safer by reducing the chance of a vehicle overturning if it entered the ditch. Mr. Cattell added that some homeowners in this area had started building concrete headwalls over the ditch by their driveways in order to curtail

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erosion, but those objects posed a safety hazard for any car leaving the roadway. Mr. Cattell explained that the “3-1” slope utilized in the new grade leading to the ditch eliminated the need for a guardrail. Mr. Cattell explained what is referred to as the “clear zone” is based on angle of approach and speed, and as long as the slope into the ditch is gradual, the need for a guard rail is eliminated and the engineer’s responsibility for protecting against severe impact with a guardrail is thereby eliminated. Mr. Cattell explained that guardrail design on the ends of most guardrails has matured to minimize impact damage, as the newer designs work to flatten the rail upon impact and dissipate energy, thereby reducing injuries. Ms. Samide remarked that previous checks of speed in that area indicate that the high speeds which regularly occur along that section of Bass Lake Road make safety important. Mr. Cattell noted that the surface in the project area being discussed wasn’t finished to the normal smooth standard because type 1 intermediate topping was used, and that next year this whole section will be resurfaced from Mayfield Road all the way south to Butternut Road. Mr. Cattell added that utility delays during the project had been experienced, but in the end, it had all gotten done on time, and remarked that the utility has refused to move poles in some areas due to the cost of moving poles, and the fact that they feel that their liability is limited should a vehicle collide with a utility pole. Mr. Cattell concluded that it had been very time consuming to work with the utilities.

Motion: by Commissioner Claypool, seconded by Commissioner Jemison to approve and execute Change Order #2 Final Decreasing the contract with Ronyak Paving, Incorporated for the Widening and Asphalt Resurfacing of Bass Lake Road (CH 23, Sections D & E) in Munson Township in the amount of \$59,868.16.

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

COUNTY ENGINEER’S OFFICE – AGREEMENT – MAINTENANCE OF TRAFFIC SIGNAL AT PETTIBONE ROAD AND NORTH MARKET DRIVE

Mr. Cattell characterized this action as being “an interesting animal.” When the previous owner McGill had put in the Marketplace development, he put in a traffic signal at Pettibone Road, which was a township-owned road at the time. Subsequently, McGill has since gone out of business and the development was sold; in this same timeframe, the county took over maintenance responsibility for Pettibone Road, thus assuming responsibility for the signal maintenance. Mr. Cattell stated that Parkside Church was in the process of an addition and stated that they would like to put in an access to their property with a drive intersecting Pettibone Road opposite of the Marketplace drive, with a traffic light installed to help them with traffic flow in and out of their church complex. Mr. Cattell stated that the church paid for the upgrade and were great to work with. As a result of this upgrade the Engineer’s office contacted the new owner of Marketplace, V & V Lakeshore who has agreed to pay for 25% of the ongoing maintenance for this new signal, even though they are not required to do so. Mr. Cattell expressed his appreciation for that cooperation, which is saving taxpayers that portion of the maintenance costs. The agreement before the Commissioners states that Parkside Church will also pay 25% of the maintenance costs and the county will pay the remaining 50%. In response to a question from Mr. Claypool, Mr. Cattell stated that the intersection of Caves and Wilson Mills is controlled by a county-maintained signal, while the State Route 306 / State Route 322 intersection in the center of Chester is maintained by the state, while signals within the corporate limits of cities and villages are the responsibility of those entities. Mr. Claypool suggested that perhaps businesses could be encouraged to sponsor a light, which would help the county be able to give back federal dollars as well to get the federal debt paid down.

Motion: by Commissioner Claypool, seconded by Commissioner Jemison to approve and execute the Agreement for the Maintenance of the Traffic Signal Located at Pettibone Road and North Market Drive among the Geauga County Board of Commissioners, V & V Lakeshore Limited, and Parkside Church.

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

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OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT – UCC-3 TERMINATION STATEMENT – TERMINATING SECURITY INTEREST – REVOLVING LOAN FUND

Director Anita Stocker explained that this was for one of the revolving loan companies and a loan that was in 2010. Ms. Stocker stated that some of their equipment was specifically listed as collateral, a Morbark Tub Grinder that was listed is being retired and sold for scrap, so they want to remove this item from the loan documents.

Motion: by Commissioner Claypool, seconded by Commissioner Jemison to approve and authorize the President of the Board to execute the UCC-3 Termination Statement, terminating Geauga County's security interest in the 1993 Morbark 1200 Tub Grinder in connection with the Revolving Loan Fund Agreement with The Right Cut Landscape Services, Incorporated d.b.a. TRC Landscape Services, Incorporated.

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

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT – HOUSING SEMI-ANNUAL PROGRAM INCOME REPORT

Ms. Stocker stated that this was just some housekeeping, that this is simply a requirement for the report to be filed, noting that there was no activity for the period.

Motion: by Commissioner Claypool, seconded by Commissioner Jemison to approve and authorize the President of the Board to execute the Housing Semi-Annual Program Income Report for the period December 31, 2011 through June 30, 2012.

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

JOB AND FAMILY SERVICES – COMPENSATION INCREASE – JENNA SHANTZ – SACWIS PROGRAM EVALUATOR

Director Tim Taylor explained that the current policy allows him as Director to make certain personnel decisions, but any deviation from that policy requires Commissioner approval and the action he is requesting falls into that category. The current policy if followed would only allow a small increase for what is a two-step promotion for Ms. Shantz into a new position with more responsibility. Mr. Taylor is requesting that Ms. Shantz be promoted to Step 3 of the new grade, instead of the Step 2 that would be indicated by following policy, with this change amounting to about a 4% difference. Mr. Taylor stated that if this was only a one step increase the policy as established would have been appropriate, but this is a two-step promotion, and we're asking someone to feel that they are being treated fairly for taking on additional responsibility. Upon receiving confirmation from Mr. Taylor that funding was available in the current budget to handle this increase, Ms. Samide stated that she was agreeable to the request, since it is within the current budget and Ms. Shantz is replacing someone who recently left the agency and had been there longer and had been making more money. Ms. Shantz would be replaced in her current position by a new employee who would be starting at a lower rate than she had been making in that position. Mr. Claypool stated that maybe we need to look at the policy that limits promotional increases to such a level; Mr. Taylor agreed, and County Administrator David Lair added that the policy controlling the other departments within the Commissioners' hiring authority had a similar issue, limited by a dollar amount fixed some twelve years ago. In response to a question from Mr. Claypool as to whether this job carried different responsibilities, Mr. Taylor explained that the promotion in question is an elevation from delivery of social services to acting as a program evaluator for the SACWIS system used by the agency as set up by the State of Ohio. Mr. Taylor stated that if we don't get information into the system correctly, it can affect reimbursement to the client. The SACWIS Program Evaluator position requires both social worker expertise plus computer expertise to understand the system required to be used. The position functions as a "super user" of the system. In response to Mr. Claypool's characterization of the position as primarily that of data entry, Mr. Taylor responded that the position is actually somewhat equivalent to that of a systems analyst to understand both the social services work process and the specific requirements imposed by the SACWIS system itself. SACWIS is tied into the reimbursement system for foster care days, treatment days, and

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other benefits. Mr. Jemison inquired about the ramifications of any errors; Mr. Taylor responded that the agency can get into a problem with the state if it appears that improper entry omitted needed documentation of the actual social work activities, which if lost can affect case disposition and history, and whether family members receive proper assistance. The social worker handling the case has to make sure the information is put in correctly, but Mr. Taylor stated that this is not a static system and is constantly being changed, and the technical support down to the worker level from the state can be inadequate, as there are a lot of things you have to stay up with. Mr. Claypool stated that looking at pay level and trying to equate to a market level, it draws him to a bigger question as to whether we ever look at policy and get a professional review of our wage plan. Mr. Taylor responded that the JFS compensation plan was reviewed by Archer Group a few years ago, so the answer to Mr. Claypool's question was that a professional study was done for 90% of the JFS positions, but that there are positions that have been added since that study and are not part of it, and this particular position was not in place at the time of the overall study. Ms. Samide stated that she didn't think that the overall pay scale of JFS is high, especially given the typical high education requirements for the positions.

Motion: by Commissioner Claypool, seconded by Commissioner Jemison to upon the recommendation of the Director of Job and Family Services, approve a compensation increase for Jenna Shantz to be effective October 1, 2012 as a result of her promotion to the position of SACWIS Program Evaluator to \$17.60 per hour (Grade 9, Step 3) per the Job and Family Services Classifications and Compensation Plan.

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

DEPARTMENT OF WATER RESOURCES – CONTRACT AGREEMENT – GROUNDWORX CONSTRUCTION LLC

Director Doug Bowen explained that this service contract is needed for work to the roof at the service garage and concrete work around the gas pumps. After checking the quotes received, Groundworx Construction was able to offer a more competitive rate than other providers that have current service contracts available.

Motion: by Commissioner Claypool, seconded by Commissioner Jemison to approve and execute the service Contract Agreement with Groundworx Construction LLC to perform General Contracting Services that include: excavating, landscaping and building maintenance at various locations for a period of four months in an amount not to exceed \$11,580.00.

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

COMMISSIONERS' OFFICE – REVISIONS TO OCTOBER 2012 BUDGET HEARING SCHEDULE

Motion: by Commissioner Claypool, seconded by Commissioner Jemison to approve the Revisions to the 2012 Budget Hearing Schedule for October. The budget hearings will be held in the Commissioners' Office at 470 Center Street, Building #4 in Chardon.

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| <i>October</i> | <i>4th</i> | <i>11th</i> | <i>16th</i> | <i>18th</i> |
| <i>11:00 a.m.</i> | | | | <i>Co Engineer</i> |
| <i>1:00 p.m.</i> | <i>Airport</i> | <i>Prosecutor</i> | <i>Planning</i> | <i>Bd of DD</i> |
| <i>1:45 p.m.</i> | <i>Archives</i> | <i>Clerk of Courts</i> | <i>Mental Health</i> | <i>Soil & Water</i> |
| <i>2:30 p.m.</i> | <i>Muni Court</i> | <i>Auditor</i> | <i>Public Defender</i> | <i>Water Res</i> |
| <i>3:15 p.m.</i> | | <i>Aging</i> | <i>Coroner</i> | <i>ComPleas</i> |
| <i>4:00 p.m.</i> | | | <i>Juvenile Court</i> | <i>Court Tech</i> |

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

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ACKNOWLEDGEMENTS

- a) *Geauga County Board of Developmental Disabilities Board Minutes from their meeting of August 15, 2012.*

OTHER

The Board reviewed upcoming events.

MEETINGS

Thu., 10/4 Budget Hearings beginning at 1:00 p.m.

*Mon., 10/8 **County offices will be closed for general business in honor of Columbus Day. Twenty-four hour operations will continue to operate as usual.***

*Tues., 10/9 **The Regularly scheduled Commissioners' meeting is cancelled.***

Tues., 10/9 The Planning Commission meeting at 7:00 p.m. in the Planning Commission meeting room, Bldg. #1C, 470 Center Street, Chardon

Thu., 10/11 The Commissioners will hold regular session

Thu., 10/11 Budget Hearings beginning at 1:00 p.m.

Fri., 10/12 NOACA meeting, 10:00 a.m. Cleveland

Mon., 10/15 Family First Council, 2:00 p.m. Mental Health Board

Tues., 10/16 The Commissioners will hold regular session

Tues., 10/16 Budget Hearings beginning at 1:00 p.m.

Thu., 10/18 The Commissioners will hold regular session

Thu., 10/18 Budget Hearings beginning at 11:00 a.m.

BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, COMMISSIONER CLAYPOOL ADJOURNED THE MEETING AT 11:04 A.M.

Geauga County Board of Commissioners

Mary E. Samide

Tracy A. Jemison

Walter M. Claypool

Christine Blair, Commissioners' Clerk

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