

Commissioners' Journal
December 2, 2010

The Geauga County Board of Commissioners met in session on December 2, 2010 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 10:04 a.m. by leading the Board and audience in reciting the Pledge of Allegiance.

APPROVE MINUTES

Motion: by Commissioner Young, seconded by Commissioner Jemison to approve and execute the minutes for the meeting of November 30, 2010.

<i>Roll Call Vote:</i>	<i>Commissioner Young</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 as including a cash transfer for medical, dental and life insurance for December, 2010 and a payment to United Way for the Department of Job and Family Services.

Motion: by Commissioner Young, seconded by Commissioner Samide to approve and execute Resolution #10-220 itemizing the financials for the meeting of November 30, 2010.

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

** Commissioner Jemison explained his vote as he is Chairman of United Way.*

COMMON PLEAS COURT – AGREEMENT FOR COMMUNITY CONTROL / PROBATION SERVICES

Commissioner Young inquired if this agreement is a continuation of what is always done to which Commissioner Samide responded that it was.

Motion: by Commissioner Young, seconded by Commissioner Jemison to approve and authorize the President of the Board to execute the Ohio Department of Rehabilitation and Correction Agreement for Community Control / Probation Services between the State of Ohio Department of Rehabilitation and Correction, Division of Parole and Community Services, the Common Pleas Court and the Geauga County Board of Commissioners for Community Control / Probation Services for the period of September 22, 2010 through September 22, 2012.

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

COUNTY ENGINEER'S OFFICE – APPENDIX E DISBURSEMENT REQUEST – CLAY STREET, SECTIONS C & D

Motion: by Commissioner Young, seconded by Commissioner Jemison to approve and authorize the President of the Board to execute the Ohio Public Works Commission Appendix E Disbursement Request Form and Certification for the OPWC Asphalt Resurfacing of Clay Street (Section C&D) Project (OPWC #CGV14), to release funds from the State grant funds, in the amount of \$197,462.28.

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

MAINTENANCE DEPARTMENT – RESOLUTION AUTHORIZING INTERNET AUCTION

Director Glen Vernick explained that this is the annual request to continue with the internet auction.

Mr. Vernick discussed the paper and cardboard retriever bins in the back parking lot that are getting filled up. Previously they paid someone to take the paper and cardboard away now they are getting money for it. They are getting \$15.00 a ton- there is about two tons per dumpster. The Maintenance Department has been doing this for about a month. The bins have been dumped once but were not totally full. This is also open to the public for paper and cardboard collection only.

Motion: by Commissioner Young, seconded by Commissioner Jemison to approve and execute Resolution #10-221 Authorizing the Intent to Dispose of Unneeded, Obsolete or Unfit County Personal Property Via Internet Auction in the Calendar Year 2011 on the Geauga County Website or with Gov Deals Incorporated and to further authorize the advertisement of such internet auction on December 9, 2010 and December 23, 2010.

Board of County Commissioners, Geauga County, Ohio

Date: December 2, 2010

Resolution: 10-221

**A RESOLUTION AUTHORIZING INTENT TO DISPOSE OF UNNEEDED, OBSOLETE, OR
UNFIT COUNTY PERSONAL PROPERTY VIA INTERNET AUCTION
IN CALENDAR YEAR 2011**

WHEREAS, Ohio Revised Code Section 307.12 (E) as amended by House Bill 226 requires a Board of County Commissioners to adopt a resolution during each calendar year expressing its intent to dispose of unneeded, obsolete, or unfit county personal property through the use of an internet auction;

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners of Geauga County hereby expresses its intent to dispose of unneeded, obsolete, or unfit county personal property by Internet Auction during the calendar year 2011; and be it further

RESOLVED, that the personal property disposed of through Internet Auction may include, as specified in ORC 307.12 (E), motor vehicles acquired for the use of county officers and departments, road machinery, car parts, equipment, tools, and office equipment or supplies which are not needed, obsolete, or unfit for the public use for which it was acquired; and be it further

RESOLVED, that all property is offered for sale “as is, where is” with Geauga County making no warranty, guarantee, or representation of any kind express or implied, as to the condition of said items; and that any computers sold via Internet auction shall have their hard drive either wiped utilizing U.S. Department of Defense standards or the hard drive will be removed; and the Buyer will receive notification by e-mail from the Geauga County auction and be required to make payment in full via US currency, certified cashier’s check, money order, or company check (with bank letter guaranteeing funds) within five (5) business days from the time and date of said notification; and the Buyer will be responsible for removal of said items from the Geauga County facility within ten (10) business days of receipt of said notification; and be it further

RESOLVED, that the number of days of bidding for each auction, as specified in ORC 307.12 (E), will be at least fifteen (15) days, including Saturdays, Sundays, and holidays; and be it further

RESOLVED, that the Geauga County Board of Commissioners will conduct auctions itself at <http://www.co.geauga.oh.us> and may also contract with GovDeals, Inc., 5913 Carmichael

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Place, Montgomery, Alabama, 36117; phone 800-613-0156, www.govdeals.com to conduct some auctions on the county's behalf; and be it further

RESOLVED, that the Geauga County Commissioners shall publish in The News Herald, a newspaper of general circulation, notice of its intent to sell unneeded, obsolete, or unfit-for-use county personal property by internet auction to be published in December of this year the second notice to be published not less than ten days nor more than twenty days after the previous notice; and be it further

RESOLVED, that a similar notice shall also be posted continuously throughout the calendar year in a conspicuous place in the offices of the County Auditor and the Board of County Commissioners as well as being posted continuously on the county website (at www.co.geauga.oh.us); and be it further

RESOLVED, that when property is to be sold by Internet Auction, the County Board of Commissioners or its representatives reserve the right, at a later date, to establish a minimum price that will be accepted for specific items and may establish any other terms and conditions for the particular sale, including but not limited to requirements for pick-up or delivery, method of payment, and payment of sales tax in accordance with applicable laws; and be it further

RESOLVED, that such information shall be provided on the Internet at the time of the auction and may be provided before that time upon request after the terms and conditions have been determined by the board or its representatives.

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

DEPARTMENT OF EMERGENCY SERVICES – COUNTY WIDE EMERGENCY SERVICES AGREEMENT

Director Dale Wedge explained that there is now one committee that meets one day which allocates where all the homeland security dollars will go. Mr. Wedge briefly explained some of the items put into this agreement such as the two emergency funds passed by resolution by the Board (declaring a state of emergency and the other being when a state of emergency is declared, upon approval of the Sheriff, Administrator and the DES director that DES can assist at the local level), the integration of the resolution in 2005 for NIMS compliance – which local political subdivisions have to comply with in order to get some of the federal funding; and NIMS cast for populations over 5,000, which is a computerized overview of how they are complying. The previous agreement only mentioned emergency operation plans and not a response plan for a Perry Plant emergency or a chemical emergency response plan for extremely hazardous substances. It also didn't mention the DES director being the permanent secretary/treasurer to the local emergency planning committee or the contract to do that work on a yearly basis. The new agreement includes all the items the Board has approved since 1999 and removed all the items that no longer apply. The assessment fee is still the same - \$.11 per capita (for each citizen in Geauga County based on the 2000 census) which only the county pays so there is no charge to the political subdivisions.

Motion: by Commissioner Young, seconded by Commissioner Jemison to approve and execute the revised County-Wide Emergency Services Agreement and to further instruct the Director of Emergency Services to send such revision to the municipalities and townships in Geauga County for their review and signature.

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

DEPARTMENT OF WATER RESOURCES – HIRE FULL TIME MAINTENANCE WORKERS – EDWARD JOHNSON AND MARK SMITH

Business Manager Adrian Gorton stated that these two gentlemen will be providing replacements, although not directly, for Bob Januska and Roy Neiman who retired at the end of October. George Haggerty, formerly an Operator at the McFarland plant moved into Bob Januska's position as Supervisor and a person from the garage went to the McFarland plant to fill a position which ended up with two positions available at the garage. Mr. Gorton added that

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there were about 56 applications but he was expecting many more. Of those, fifteen were interviewed, six were granted second interviews and these two gentlemen were the two top candidates. The position was offered to another person who was currently employed but rather than hire someone with split loyalties the department chose to move on to the third alternative. They are not Geauga County residents but are very close and they are qualified. The number of applications received was the average amount. Mr. Gorton compared it to the nine hundred applicants received by a school district that advertised for a janitors' position.

Mr. Gorton stated that he attended the preliminary meeting with the union yesterday. The labor union contract is up at the end of this month. The department is drafting up an agreement to keep that contract open while they negotiate. The union is a little behind as they have had cutbacks within the union leadership. The union usually negotiates with twelve business agents but they are now down to about five.

Mr. Gorton explained the different starting times for Mr. Smith was that Mr. Smith wanted to give two weeks notice to his current employer. Mr. Johnson will be able to start right away.

Motion: by Commissioner Young, seconded by Commissioner Jemison to grant permission to hire Edward Johnson to the position of Full-time Maintenance Worker Water/Wastewater Systems (#2330) to be effective December 6, 2010, at the rate of \$14.67 per hour with a 120 day probationary period.

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

Motion: by Commissioner Young, seconded by Commissioner Jemison to grant permission to hire Mark Smith to the position of Full-time Maintenance Worker Water/Wastewater Systems (#2330) to be effective December 20, 2010 at the rate of \$14.67 per hour with a 120 day probationary period.

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

DEPARTMENT ON AGING – HOME ENERGY ASSISTANCE PROGRAM CONTRACT

Director Sally Bell introduced Adam Van Boxel the new In Home Services Supervisor. Mr. Van Boxel was asked to fill the Board in on his background and qualifications and he complied. Ms. Bell explained that this grant pays for outreach and going out and telling the community about the opportunity to access HEAP services. This is a small grant. The department assists the clients in filling out the paperwork for the HEAP program.

Motion: by Commissioner Young, seconded by Commissioner Jemison to approve and authorize the President of the Board to execute a Contract between the Geauga County Board of Commissioners and Western Reserve Area Agency on Aging for the Department on Aging to receive funds to implement the Home Energy Assistance Program (HEAP) Outreach Plan during the period September 1, 2010 through April 30, 2011, in the amount of \$2,930.00.

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

DEPARTMENT ON AGING – BID AWARD – ELDERLY NUTRITION PROGRAM – VALLEY FOODS INCORPORATED

Ms. Bell explained that this only went up by \$.13 a meal and added that the price will go up \$.13 for the second year. There is also a clause in the contract stating that once the USDA comes out with the new approved pyramid there will be an adjustment to include more fruits and vegetables in the meals per the new food pyramid. Valley Foods knew this before entering a bid. Ms. Bell added that Valley Foods is very, very supportive of their program and Ms. Bell added that she is excited to do business with them. Ms. Bell explained the shelf stable food which is meals the department orders for home delivered meals clients. At the beginning of the winter snow season each client will receive three shelf stable meals in case there is inclement weather and the

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department cannot get to those home delivery clients then they will have emergency food on their shelf.

Motion: by Commissioner Young, seconded by Commissioner Jemison to award the bid to Valley Foods Incorporated for the Elderly Nutrition Program for congregate and home delivered meals, for a two year period January 1, 2011 through December 31, 2012 as they were the lowest and best bid, in the amount of \$3.75 per meal and the meals will be \$4.21 for emergency shelf stable meals.

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

DOG WARDENS' OFFICE – ABOLISH KENNEL ATTENDANT AND APPROVE NEW POSITION OF SHELTER ATTENDANT

Dog Warden Matt Granito explained that the Kennel Attendant position was created and used in 2002 to clean kennels, mop floors and wash vehicles. At that time they did not have the finances to continue that position and no one has filled that position for the last eight years. Since that period of time the office has done more as far as medical on animals. They used to give one vaccination; now they draw the blood themselves and do heartworm testing to every dog that gets adopted out. They also give several other shots to reduce the sicknesses to the dogs and to increase the adoptions. Mr. Granito added that the adoption rate has increased and they are at the top in the state for county agencies in the number of adoptions at 96%. The animals that they put to sleep are the dogs that are medically or socially untreatable or unrehabilitable. These are the reasons for abolishing the Shelter Attendant position and to request a Shelter Attendant. The Shelter Attendant position can help with the medical, heartworm testing and working with the public to answer phones and do adoptions, return animals to their owners and do almost everything that the Road Deputies do. Mr. Granito stated that the shelter has evolved in helping animals not just capturing them and holding them for three days. Commissioner Jemison asked if this position needs some sort of certification. Mr. Granito replied that they are looking at that. Right now they have someone already hired that is a certified vet tech who is in that position temporarily until December 31 which is when that position expires. With her being a vet tech he can go out on the road and not worry about the animals at the shelter and not need two or three people to examine the animals and she can also assist the vet with the animals. Vet Technicians are usually higher priced. Commissioner Jemison stated that the pay grade for the Kennel Attendant position is higher because they are being asked to do more. The person in the position currently is examining the dogs for aggression. County Administrator Dave Lair reported that this position is still just a draft to be finalized later. Commissioner Jemison stated that obviously Mr. Granito, in analyzing his budget, feels he can handle adding this position. Mr. Granito stated that with the Board's support he currently had this person as a temporary, summer or seasonal help throughout the past two and a half years. This position has helped increase the dog license sales as well as other things. With the addition of this person they have been able to increase revenue. With this person next year they will be able to do more license checks and go on the road to handle complaints. If they don't get more people to get their dog licenses they will have to increase license fees and Mr. Granito feels this is not fair to those who follow the law and get their licenses. This is a part time position and if something happens where they can't financially handle the position they will simply reduce the hours at the end of the year.

Motion: by Commissioner Young, seconded by Commissioner Jemison to abolish the position of Kennel Attendant (#1604) at pay grade 2 and to approve the position of Shelter Attendant (#1607) at pay grade 4.

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

DOG WARDENS' OFFICE – INTERNAL ADVERTISEMENT – PART TIME SHELTER ATTENDANT

Motion: by Commissioner Young, seconded by Commissioner Jemison to grant permission to advertise internally for the position of Part-time Shelter Attendant (#1607) at pay grade 4.

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

DOG WARDENS' OFFICE – CREATE SERVICES COST ANALYSIS STUDY

Mr. Granito stated the reason for this request is that he doesn't believe seizing dog's fees and impound fees and housing and per day fees are up to standard. The current fee for housing dogs is five dollars which is very low compared to the standards. The idea behind the cost analysis is to find out how much everything costs. Currently the charge to pick up a dog is \$20 (and a drive to the other end of the county), the workers time, the Sheriffs' time in phone calls and materials to catch the dogs. Mr. Granito stated they don't want the prices too high and added that he would like to discuss alternatives such as making the people without licenses pay as they are in violation of the law come February 1. Mr. Granito added that he would like to stop the bad habits of people not buying their dog license. If a residents dog is lost and has a license it is easy to locate the owner and return the dog and doesn't cost as much time, effort and money to find. One of the proposals of this study is to discuss a higher fee for the violators and a lower fee for the people who get a dog license. Maybe the impound license would go up to \$50.00 but if you have a license it would be free. Mr. Granito added that currently about 80% of the captured strays who are returned to their owners have never purchased a license. There is also a tendency for those dogs to stay in the kennels longer, and they have to post signs for these stray dogs. Mr. Granito stated that this increase in fees is really to go after the people who don't license their dogs. Mr. Granito will come before the Board in about a week and a half with the cost analysis and to discuss the pricing to go after the "bad" people and reward the "good" people.

Motion: by Commissioner Young, seconded by Commissioner Jemison to authorize the Dog Warden to create a cost analysis study to determine the costs to the county for providing the services required under O.R.C. 955.12, 955.15 and 955.16.

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

**OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT – ROOFTOP
INCORPORATED CHANGE ORDER #4 – AQUILLA VILLAGE BASEBALL FIELD PROJECT**

Program Coordinator Rhea Benton stated that they are wrapping up their Formula projects and this year they have a lot of left over money because almost all of their projects came in under budget. With these extra funds they are able to pay for things that, for example, Aquilla was going to pay for but now it can be paid from these extra Formula funds. In some cases they can increase the scope of the project and make some additions. With the Building #2 Public Restrooms ADA Renovation Project they were able to purchase a high efficiency water heater for that building. The one they have now is very old and low efficiency and they are able to purchase a cabinet for storage also. They had to switch sinks due to ADA compliance. Ms. Benton added that she will be coming before the Board with a few more change orders. Ms. Benton explained per the grant guidelines they can't go over the ten percent of the grant amount for any given project. Therefore they cannot give all the money to one project; it has to be disbursed evenly.

Motion: by Commissioner Young, seconded by Commissioner Jemison to approve and authorize the President of the Board to execute Change Order #4 increasing the contract with Rooftop Incorporated for an increase in scope of work for the Aquilla Village Park Baseball Field project (Grant #B-F-09-1AZ-1), in the amount of \$750.00.

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

**OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT – HUMMEL
CONSTRUCTION COMPANY CHANGE ORDER #3 – BUILDING #2 RESTROOM ADA
RENOVATION**

Motion: by Commissioner Young, seconded by Commissioner Jemison to approve and authorize the President of the Board to execute Change Order #3 increasing the

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contract with Hummel Construction Company due to an increase in the scope of work for the Building #2 Public Restrooms ADA Renovation Project, under Grant #B-F-09-1AZ-1, in the amount of \$1,083.30.

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

OTHER

The Board reviewed upcoming events.

ACKNOWLEDGEMENTS

- a) *A weekly report filed by the County Dog Warden of all dogs seized, impounded, redeemed or destroyed for the week ending November 24, 2010 as required by O.R.C. 955.12.*

MEETINGS

Fri., 12/3 *Geauga County Community Improvement Corporation "Take a Colleague to Lunch" at Welshfield Inn at noon.*

Sat., 12/4 *Fair Board Holiday Party at 6:45 p.m. at the fairgrounds.*

Tue., 12/7 **The Regularly scheduled Commissioners' meeting is cancelled as the Board will be attending CCAO Winter Conference on December 6 and 7, 2010.**

Thu., 12/9 *The Commissioners will hold regular session.*

Thu., 12/9 *A public hearing for the proposed rehiring of Steven Roth, as a retirant and employment to the position of Multi-Certified Inspector for the Geauga County Building Department at 10:30 a.m.*

Thu., 12/9 *Chagrin Watershed Partners, Incorporated Board of Trustees Meeting at the Willoughby Hills Community Center at 4:00 p.m.*

Fri., 12/10 *NOACA Governing Board meeting at 10:00 a.m. at NOACA Offices*

Tue., 12/14 *The Commissioners will hold regular session.*

Thu., 12/16 *The Commissioners will hold regular session.*

Thu., 12/16 *"Be a Santa to a Senior" presentation at 9:00 a.m.*

Thu., 12/16 *Geauga-Trumbull Solid Waste District Board of Directors luncheon meeting in Warren at noon.*

Tue., 12/21 *The Commissioners will hold regular session.*

Thu., 12/23 *The Commissioners will hold regular session.*

Fri., 12/24 **The County Offices, under the hiring authority of the Board of Commissioners, will be closed for the Christmas Holiday. Twenty-four hour operations will continue to operate as normal.**

Tue., 12/28 *The Commissioners will hold regular session.*

Thu., 12/30 *The Commissioners will hold regular session.*

Fri., 12/31 **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.**

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***BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, COMMISSIONER
SAMIDE ADJOURNED THE MEETING AT 10:55 A.M.***

Geauga County Board of Commissioners

William S. Young

Tracy A. Jemison

Mary E. Samide

Claudine Kozenko, Commissioners' Clerk