

**Commissioners' Journal**  
**December 8, 2011**

*The Geauga County Board of Commissioners met in session on December 8, 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 10:04 a.m. by leading the Board and audience in reciting the Pledge of Allegiance.*

**APPROVE MINUTES**

*Motion: by Commissioner Samide, seconded by Commissioner Young to approve and execute the minutes for the meeting of December 6, 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> |

**APPROVE FINANCIALS**

*Budget Administrator Heidi Delaney explained the financials as an Appropriation transfer to correct appropriations for yearend payroll processing; Contract increases for yearend carry-over encumbrances; and payments to R.J. Priest and D.E. Williams Electric for the Board of Developmental Disabilities pavement and remodeling projects.*

*Motion: by Commissioner Samide, seconded by Commissioner Young to approve and execute Resolution #11-188 itemizing the financials for the meeting of December 8, 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> |

**COUNTY TREASURER AND COUNTY AUDITOR – MONTHLY STATEMENT OF COUNTY FINANCES – NOVEMBER 2011**

*Motion: by Commissioner Samide, seconded by Commissioner Young to accept, execute and file the monthly Statement of County Finances filed by the County Treasurer for the month of November, 2011 pursuant to O.R.C. 319.15.*

|                        |                             |            |
|------------------------|-----------------------------|------------|
| <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> |

*Motion: by Commissioner Samide, seconded by Commissioner Young to accept, execute and file the monthly Statement of County Finances filed by the County Auditor for the month of November, 2011 pursuant to O.R.C. 319.15.*

|                        |                             |            |
|------------------------|-----------------------------|------------|
| <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 OF EMERGENCY SERVICES – AGREEMENT – DEPARTMENT OF EMERGENCY SERVICES – LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) 2012**  
*Deputy Director of Planning Brian Laney explained that this agreement has seen no changes from last year, that the LEPC funds pay part of the DES budget for the time the DES employees spend administrating, doing plans, the budget and compliance reports. Mr. Laney stated that the \$15,000.00 is made in four installment payments throughout the year.*

*Motion: by Commissioner Samide, seconded by Commissioner Young to approve and authorize the President of the Board to execute an Agreement between the Department of Emergency Services, under the Geauga County Board of Commissioners and the Geauga County Local Emergency Planning Committee*

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*(LEPC) to provide the following services to LEPC: Administrative Support; Emergency Response Coordinator (if elected by the Geauga LEPC); Permanent Secretarial / Treasurer Responsibilities; Information Coordinator (if elected by the Geauga LEPC); Compliance; Plan Development and Exercising; Grant Applications; Training and the maintaining of all required chemical filing forms and records, in the amount of \$15,000.00 for the Year 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> |

**SHERIFF'S OFFICE – OHIO OFFICE OF CRIMINAL JUSTICE SERVICES STANDARD ASSURANCES – VIOLENCE AGAINST WOMEN ACT (VAWA) GRANT - 2012**

*Sheriff Dan McClelland explained that part of the VAWA grant is that we as a county are required to submit a standard assurance that we do not discriminate based on age, race or gender.*

*Motion: by Commissioner Samide, seconded by Commissioner Young to approve and authorize the President of the Board to execute the Ohio Office of Criminal Justice Services Standard Assurances form for the Violence Against Women Act (VAWA) Grant #2011-WF-VA2-8214, for the period January 1, 2012 through December 31, 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> |

**OTHER – 9-1-1 DISPATCHER ASSISTANCE OF DOG CPR**

*Discussion took place regarding a recent 9-1-1 call that was received by a dispatcher regarding the resident's dog not breathing. The dispatcher was able to assist the caller with instructions on how to do CPR on the dog and they were able to revive the dog. The dispatcher then referred the caller to his / her veterinarian for further assistance.*

**COUNTY ENGINEER'S OFFICE – SNOW PLOWING AGREEMENT – GEAUGA COUNTY ENGINEER – CHESTER TOWNSHIP BOARD OF TRUSTEES**

*County Engineer R. L. Phillips explained that this agreement is has been happening for almost the last twenty years. Mr. Phillips stated that the price per mile was down this year due to the cost of salt being lower this year. Mr. Phillips stated that the agreement included the additional miles of the portion of Caves Road now being part of the County Highway system. Mr. Phillips stated that Chester Township plows Sperry Road, Wilson Mills Road and Mulberry and will now include part of Caves Road, adding that the cost was down around \$500.00 for this year. Mr. Phillips noted that the Map of the Highway System had been approved by ODOT and had been returned. The mileage will be corrected and taken care of in December or the first part of January and submitted to ODOT.*

*Motion: by Commissioner Samide, seconded by Commissioner Young to approve and execute the Snow Plowing Agreement between the Geauga County Engineer and the Chester Township Board of Trustees for the winter season of 2011 through 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> |

**OTHER – SNOWFALL IN GEAUGA**

*A brief discussion took place regarding the average snow fall in Geauga County and when the first snow normally takes place.*

**COUNTY ENGINEER'S OFFICE – RESOLUTION TO RECONSTRUCT BURROWS ROAD BRIDGE – MONTVILLE AND THOMPSON TOWNSHIPS**

*Mr. Phillips explained that this structure had been slated to be down with a project that Montville Township was scheduled to do on Burrows Road, but that it had not taken place this*

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year. Mr. Phillips stated that this was the first step in the process of moving ahead to do it next year. Currently this is a wood structure that will be replaced with concrete.

*Motion:* by Commissioner Young, seconded by Commissioner Jemison to approve and execute Resolution #11-189 to Reconstruct the Burrows Road Bridge (Structure #60-2.61) in Montville and Thompson Townships.

*Board of County Commissioners, Geauga County, Ohio*

*Date:* December 8, 2011

*Resolution:* 11-189

**RESOLUTION TO RECONSTRUCT THE BURROWS ROAD BRIDGE,  
STRUCTURE #60-2.61 IN MONTVILLE AND THOMPSON TOWNSHIPS**

*WHEREAS, the Board of County Commissioners of Geauga County has determined that the public convenience and welfare require the reconstruction of the bridge over Spring Creek on Burrows Road, and the grading, paving, widening, and draining of a portion of Burrows Road in the immediate vicinity of the bridge in accordance with Section 5555.022 of the Ohio Revised Code.*

*NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Geauga County that public convenience and welfare require the replacement and reconstruction of the Burrows Road Bridge, Structure #60-2.61 over Spring Creek in the Townships of Montville and Thompson, County of Geauga and State of Ohio by the removal of the existing bridge structure, installation of a new bridge structure at mile marker 2.61 and the grading, paving, widening, and draining of Burrows Road in the immediate vicinity of the bridge as required.*

*BE IT FURTHER RESOLVED that the Geauga County Engineer is hereby directed to complete necessary surveys, plans, profiles, cross sections, estimates of cost and specifications as are required for the improvement and to transmit copies of the same to this board at the time such plans are completed.*

*BE IT FURTHER RESOLVED that real estate will not be assessed to cover the damages, costs and expenses of constructing this improvement and that the compensation, damages, costs and expenses of constructing said improvement shall be apportioned as follows:*

*The engineering and right of way costs shall be paid from local roadway improvement funding sources. The construction costs shall be paid from local roadway improvement funds and any federal aid or state grants that may be secured for the project.*

*BE IT FURTHER RESOLVED that if preliminary designs for the project show the project cannot be built within the current right of way of Burrows Road, pursuant to Section 5555.09 of the Ohio Revised Code, the Geauga County Engineer is granted permission to negotiate with owners to secure the lands, right-of-way, easements or work agreements required for the improvement.*

*BE IT FURTHER RESOLVED that the County Clerk is hereby directed, upon the filing of the plans, specifications, estimates, etc., for the improvement by the County Engineer, to schedule a time at a regular meeting of the Board of Commissioners for the Board to review the copies of the surveys, plans, profiles, cross sections, estimates and specifications for the improvement.*

*BE IT FURTHER RESOLVED that the Clerk of the Board of County Commissioners of Geauga County is hereby instructed to transmit a certified copy of this resolution to the Montville Township Board of Trustees, Thompson Township Board of Trustees and the Geauga County Engineer.*

|                        |                             |            |
|------------------------|-----------------------------|------------|
| <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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OTHER – NEWCOMB ROAD DRILLING SITE – CHESAPEAKE EXPLORATION, LLC

Mr. Phillips explained that permits had been issued to allow semi-trucks to begin hauling in pieces of the rig that will be put together to begin the drilling process on the site. All total it could be around 12 semi-trucks before they are done. Mr. Phillips expressed that Chesapeake had brought someone in to help with the site and to make sure the designated routes were being followed. Load limits had been checked and were legal. Mr. Phillips added that they had stopped hauling in the afternoon when school let out and that the Sheriff's department was monitoring the area. Concerns were expressed regarding the drilling, fracking, and of the material that is used and removed during the process. Discussion took place about the information they hoped to hear during the Conference on Tuesday in Columbus and the possibility of a bill that would give seven percent (7%) Royalty to the ODNR to correct any issues that may happen during these operations.

COMMISSIONERS' OFFICE – REVISION TO 'IMMEDIATE FAMILY' DEFINITION – PERSONNEL POLICY AND PROCEDURE MANUAL – INCLUDE STEP-PARENTS AND STEP-SIBLINGS

Human Resources Administrator Colleen Lockhart explained that this was an update to the definition of "immediate family" in the sick leave and bereavement policy. Ms. Lockhart stated that there has been an increase in the United States of blended families; this is also occurring here in Geauga County, and in looking at the employees' needs whom have financial responsibilities and emotional ties to their step parents, step siblings and step children, we are expanding the definition to include those.

**Motion:** by Commissioner Samide, seconded by Commissioner Young to approve the revision to the "immediate family" definition in Section 6. Leaves, excluding FMLA, for sick leave, page 6.9 and bereavement leave, page 6.14, of the Personnel Policy and Procedure manual, to include step-parents and step-siblings to be effective January 1, 2012.

|                        |                      |     |
|------------------------|----------------------|-----|
| <b>Roll Call Vote:</b> | Commissioner Samide  | Aye |
|                        | Commissioner Young   | Aye |
|                        | Commissioner Jemison | Aye |

COMMISSIONERS' OFFICE – RESOLUTION APPROVING THE 2012 (PERMANENT) ANNUAL APPROPRIATION MEASURE

County Administrator David Lair and Budget Administrator Heidi Delaney gave a presentation on the permanent appropriation measure for 2012.

**2012 Permanent Appropriation:**

|                                    |                 |
|------------------------------------|-----------------|
| Total Appropriation, All Funds:    | \$95,987,076.00 |
| Total Appropriation, General Fund: | \$25,591,959.00 |

As the General Fund Permanent Appropriation represents a \$1,122,795.00 reduction from the Tax Budget total of \$26,714,754.00, this presentation will provide insight into what has transpired to affect our known resources during 2011...

**Budget Process:**

\*Budget Commission certifies the revenues expected to be received for the year

\*County Commissioners appropriate funds to county departments. The total amount of the appropriations by fund cannot exceed the certified amount of revenues as determined by the Budget Commission by fund

**2012 Estimated Revenue Recap**

|       |                                     |                         |
|-------|-------------------------------------|-------------------------|
| 07/11 | Tax Budget Estimate                 | \$25,026,015.00*        |
| 0811  | 2012 Original Certificate           | <u>\$25,591,959.00*</u> |
|       | Difference from Tax Budget Estimate | \$ 565,944.00           |

\*Included Estimated \$2,000,000.00 carryover

**Additional Revenues Certified by Budget Commission:**

|                                     |                      |
|-------------------------------------|----------------------|
| Property Tax                        | \$ 378,964.00        |
| Local Government                    | <u>\$ 186,980.00</u> |
| Total Additional Revenues Certified | \$ 565,944.00        |

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**Charts Presented:**

**General Fund 2012 Revenue Sources by Category**

**General Fund Revenues by Category 2006-12**

**Sales Tax 2006-12**

**Investment Income 2006-12**

**Property Transfer Tax 2006-12**

**Inmate Housing 2006-12**

**General Fund Available Resources – Expense 2006-12**

**General Fund Expenditures by Category 2006-12**

**General Fund Changes to 2012 Appropriations**

**2012 Tax Budget** **\$26,714,754.00**

**2012 Estimated Revenues** **\$25,591,959.00**

**Shortage** **\$ 1,122,795.00**

**Steps to Balance the Budget...**

- *Sheriff's Office voluntary budget reductions* (\$ 130,208.00)
- *Commissioners' Office budget reduction* (\$ 9,000.00)
- *Departmental Increases – Juvenile Court, Common Pleas Court, & Planning* \$ 25,925.00
- *Subtotal:* (\$113,283.00)
  
- *Adjustments to Transfers Out* (\$1,009,512.00)
  
- *Total Reductions:* (\$1,122,795.00)

**General Fund Debt**

- *Currently the debt left on the Safety Center is \$2,000,000.00*
- *August 2011 – Pay down was \$500,000.00*
- *In August, 2012, \$500,000.00 payment will need to be transferred from the General Fund; if this pace is maintained the Safety Center will be paid off by 2015, less than ten years following its opening*
- *800 MHz Radio System needs an upgrade from Analog to Digital in 2011 – estimate General Fund would need to contribute is up to \$4.5 million*

*Ms. Delaney added that in August they are planning to roll the remaining \$1.5 Million owed on the Safety Center in with \$4.5 Million from the MHz radio system upgrade into a note for \$6 Million. Mr. Lair stated that as the general economy improves and other revenue sources become available or improve we will continue to be aggressive in paying down debt.*

*Mr. Lair stated that in early January after the books for 2011 are closed out and we know the actual amount of the carryover balance we will take steps to have the Board do Supplemental Appropriations, prioritizing for additional expenditures. Mr. Lair thanked Ms. Delaney for her hard work and long hours.*

*Commissioner Samide added that our debt ratio to resources is considerably lower than average and our ratio is not over balance, which is the result of good management.*

*Commissioner Jemison included that our budget is very sustainable, and that the Commissioners have done a great job in being very conservative and that the goal coming into this recession was to keep the services running that the tax payers are paying for and that they have been able to do that. Mr. Jemison stated that they have not only done that with this office, but with all the Elected Officials.*

*Commissioner Young stated that they have been quite fortunate to have everyone working with them to do the right thing and that the other Elected Officials have been on the same page.*

**Motion:** *by Commissioner Samide, seconded by Commissioner Young to approve and execute Resolution #11-190 approving the 2012 (Permanent) Annual Appropriation Measure.*

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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> |

*Full Final Appropriation Measure for 2012 will follow the minutes.*

**ACKNOWLEDGEMENTS**

- a) A weekly report filed by the County Dog Warden of all dogs seized, impounded, redeemed or destroyed for the week ending November 30, 2011 as required by O.R.C. 955.12.*
- b) The Monthly Inventory Report, Consolidated Investment Portfolio and Obligations and Securities monthly reports filed by the Treasurer's Office for Geauga County for the Month of October 2011, pursuant to ORC 135.35(L).*
- c) A monthly report filed by the Geauga County Sheriff's Office of an account of expenses for the inmate meals for the month ending November, 2011.*

**OTHER**

*The Board reviewed upcoming events.*

**MEETINGS**

*Thu., 12/8 Geauga Trumbull Solid Waste Meeting and Luncheon, 12:00 p.m.*

*Thu., 12/8 Chagrin River Watershed Partners, Inc. Board of Trustees Meeting, 4:00 p.m.*

*Fri., 12/9 NOACA Meeting, 10:00 a.m.*

*12/11 – 12/13 The Commissioners will attend the CCAO Winter Conference, Columbus, Ohio*

*Tues., 12/13 **The Regularly scheduled Commissioners' meeting is cancelled.***

*Tues., 12/13 The Planning Commission meeting at 7:00 p.m. in the Planning Commission meeting room, Bldg. #1C, 470 Center Street, Chardon*

*Thu., 12/15 The Commissioners will hold regular session.*

*Mon., 12/19 Family First Council, 2:00 p.m.*

*Tues., 12/20 The Commissioners will hold regular session.*

*Thu., 12/22 The Commissioners will hold regular session.*

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

*Geauga County Board of Commissioners*

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*Tracy A. Jemison*

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*William S. Young*

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*Mary E. Samide*

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*Christine Blair, Commissioners' Clerk*