

Commissioners' Journal
May 1, 2018

The Geauga County Board of Commissioners met in session on May 1, 2018 at 9:00 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, Ralph Spidalieri opened the meeting at 9:06 a.m. by leading the Board and audience in reciting the Pledge of Allegiance.

FINANCIALS

County Administrator David Lair reported on financials from April 25, 2018, Resolution #18-061, that included an Appropriation transfer to ADP for contract services and equipment to clear up old 2017 projects for Synapps Phone Paging and a JFS network switch reimbursement; an Appropriation transfer for the Engineer's Office to the Weight Enforcement OPERS account to cover current payroll needs; and a Cash transfer to the Computer Equipment Improvements fund in order to fund and complete outstanding projects including the Court Video project and the Black Box Cisco Cube Project; as approved by the County Administrator pursuant to the motion approved December 28, 2017 to authorize 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 or on a day when financials need to be approved, the required approvals for county financials on behalf of the Board during the Year 2018, as authorized by O.R.C. 305.30.

MEETING MINUTES

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute the minutes for the meeting of April 17, 2018.

<i>Roll Call Vote:</i>	<i>Commissioner Claypool</i>	<i>Aye</i>
	<i>Commissioner Lennon</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Aye</i>

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute the minutes for the special meeting of April 20, 2018.

<i>Roll Call Vote:</i>	<i>Commissioner Claypool</i>	<i>Aye</i>
	<i>Commissioner Lennon</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Abstain*</i>

**Commissioner Spidalieri was absent from this meeting.*

COMMISSIONERS OFFICE- COUNTY ADMINISTRATOR'S REPORT

Mr. Lair reported on the items approved April 26, 2018 for the Department of Water Resources, accepted the resignation of Helen Hayes, Special Projects Manager (#2399) to be effective April 20, 2018 and for the Commissioners' Office, concurred with Newbury Township Trustees in not requesting hearings on the liquor licenses requested by US Hotel OSP Ventures, LLC d.b.a. Punderson State Park Lodge, Patios, Pool Area, Cabins, Sports Chalet (C TRFO 9133707-0050) and d.b.a. Punderson State Park Golf Course, Deck (C TRFO 9133707-0045) located at 11755 Kinsman Road, Newbury and on April 30, 2018 for the County Home approved hiring Emily Norris to the position of Full-time Attendant (#1504) to be effective May 3, 2018 at the rate of \$11.81 per hour with a one year probationary period. This offer of employment is contingent upon the successful completion of the required pre-employment conditions; and approved hiring Edward Hale to the position of Part-time Attendant (#1504-1) to be effective May 3, 2018 at the rate of \$11.81 per hour with a one year probationary period. This offer of employment is contingent upon the successful completion of the required pre-employment conditions, by the County Administrator, authorized by Resolution #18-003 under the direction and supervision of the County Commissioners that was approved January 4, 2018 pursuant to O.R.C. 305.30.

COUNTY ENGINEER'S OFFICE – UNIT PRICE CONTRACT – CHAGRIN VALLEY PAVING - RESURFACE AUBURN ROAD AND THWING ROAD

Deputy Engineer Nick Gorris asked the Board to approve the contract with Chagrin Valley Paving for the asphalt resurfacing of Auburn Road and Thwing Road.

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Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute the Unit Price Contract with Chagrin Valley Paving for the Asphalt Resurfacing of Auburn Road (CH 4, Section P) and Thwing Road (CH 27, Section C) in Chardon and Munson Townships in the amount of \$443,170.00.

Roll Call Vote: Commissioner Claypool Aye
Commissioner Lennon Aye
Commissioner Spidalieri Aye

COUNTY ENGINEER'S OFFICE – UNIT PRICE CONTRACT – CHAGRIN VALLEY PAVING – RESURFACE JUG STREET AND GROVE ROAD

Mr. Gorris asked the Board to execute the contract with Chagrin Valley Paving for the asphalt resurfacing of Jug Street and Grove Road.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute the Unit Price Contract with Chagrin Valley Paving for the Asphalt Resurfacing of Jug Street (CH 46, Section A-B) and Grove Road (CH 46, Section Z) in Troy Township in the amount of \$460,114.90.

Roll Call Vote: Commissioner Claypool Aye
Commissioner Lennon Aye
Commissioner Spidalieri Aye

COUNTY ENGINEER'S OFFICE – UNIT PRICE CONTRACT – OGLESBY CONSTRUCTION COMPANY – APPLICATION OF PAVEMENT MARKINGS

Mr. Gorris asked the Board to execute the contract with Oglesby Construction for the application of pavement markings. Commissioner Spidalieri asked if that had changed, to which Mr. Gorris said that they have seen about every two years it has shifted back and forth between Aero-Mark and Oglesby.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute the Unit Price Contract with Oglesby Construction Company for the Application of Polyester Pavement Markings to Various County Roads, Year 2018 in the amount of \$167,864.75.

Roll Call Vote: Commissioner Claypool Aye
Commissioner Lennon Aye
Commissioner Spidalieri Aye

DEPARTMENT ON AGING – APPROVE INCREASE OF HOURS – MAGALY RIOS, PART-TIME ASSISTANT SITE COORDINATOR

Director Jessica Boalt asked the Board to approve the increase of hours for Ms. Rios for the summer instead of utilizing summer help.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve the increase of hours of Magaly Rios, Part-time Assistant Site Coordinator for up to forty hours per week for the period May 21, 2018 through August 17, 2018.

Roll Call Vote: Commissioner Claypool Aye
Commissioner Lennon Aye
Commissioner Spidalieri Aye

APPROVE FINANCIALS

Budget and Finance Manager Adrian Gorton explained the financials for today as including an Appropriation transfer from the General Fund to the Sheriff's Office for expenses related to an oil spill reimbursement from a CORSA insurance claim; a Cash transfer to the Auditor's Office for unemployment compensation fund for March unemployment; a Then and Now for the Dog Warden's Office to Job and Family Services for employee background checks performed in January 2018; a Travel request for the Department of Water Resources; a payment to CORSA for the 2018/2019 Insurance Renewal in the amount of \$337,063.00; a payment for Job and Family Services to Great Lakes Truck Driving School for CDL job training expenses in the amount of \$43,116.25; a payment for Job and Family Services to the Board of Developmental Disabilities for March Help Me Grow expenses; a payment for the Sheriff's Office to the Ohio

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Bureau of Criminal Identification and Investigation for backgrounds checks for concealed carry licenses; and a Revenue Certification for the ADP Board for additional funds received in the Computer Equipment Improvements transfers in revenue account.

Mr. Gorton added that Commissioner Claypool had a question about office pro and standard licenses for the Common Pleas Court and whether they had received several quotes for pricing. There was a brief discussion and Mr. Gorton noted that it is for 41 licenses, 35 standard at \$257.48 each and 6 proplus at \$350.38 each. It was added that these were not an annual subscription but an actual onetime fee to own the license. Mr. Gorton noted the quotes received as from CDWG for a total of \$19,647.10, MMJ for a total of \$18,497.50 and SCW for a total of \$11,114.08, noting that the quotes for CDWG and MMJ were for a total of 65 licenses, whereas as the SCW was not as many but still had a lower price per license.

Commissioner Lennon inquired about the revenue certification for ADP, to which it was noted that when a cash transfer is done, those funds need to be certified by the budget commission, then a supplemental will be done before and encumbrance and payment, so it will be several weeks before it's finalized. These funds are for the three projects from last year that they are still working on getting completed.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute Resolution #18-062 itemizing the financials for the meeting of May 1, 2018.

<i>Roll Call Vote:</i>	<i>Commissioner Claypool</i>	<i>Aye</i>
	<i>Commissioner Lennon</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Aye</i>

DEPARTMENT OF JOB AND FAMILY SERVICES – APPROVE RECOMMENDATION AND ADOPT REVISIONS TO AMEND PERSONNEL POLICY AND PROCEDURE MANUAL

Executive Director Craig Swenson explained that Job and Family Services always had a slightly different policy manual from the Commissioners' Office based on the different operations they have in place. Mr. Swenson stated that at the end of 2016 when the Commissioners updated their policy manual they created a committee to review that new policy manual to see if they could adopt it. Mr. Swenson explained that they couldn't change certain things, but tried to mimic what the Commissioners had done. There are a few things that couldn't, using TimeForce as an example. There was a brief discussion about TimeForce and what it allows them to do, along with helping to track time and leave. The Board agreed to look further into the TimeForce system.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve the recommendation of the Executive Director and adopt the revisions to amend the Job and Family Services Personnel Policy and Procedure Manual to be effective May 1, 2018.

<i>Roll Call Vote:</i>	<i>Commissioner Claypool</i>	<i>Aye</i>
	<i>Commissioner Lennon</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Aye</i>

DEPARTMENT OF WATER RESOURCES – SETTLEMENT AGREEMENT AND GENERAL RELEASE WITH REGARD TO RUSSELL PARK WASTEWATER TREATMENT PLANT UPGRADES

Sanitary Engineer Laura Weber explained that this is in regards to the lawsuit between Jack Gibson Construction and the Eclipse Company. Ms. Weber stated that because we hold funds till the completion of the project, the County was brought in, so the funds were held until the lawsuit was settled and are now able to release the remaining funds. Assistant County Administrator Gerard Morgan added that the project has been completed for about a year but due to the lawsuit, the funds have been being held.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and authorize the President of the Board to execute the Settlement Agreement and General Release authorizing the release of all claims and the payment of retained project monies with regard to the Russell Park Wastewater Treatment Plant upgrades.

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Roll Call Vote: Commissioner Claypool Aye
 Commissioner Lennon Aye
 Commissioner Spidalieri Aye

COMMISSIONERS' OFFICE – WORKERS' COMPENSATION SERVICE AGENCY AGREEMENT – COMPANAGEMENT, LLC (SEDGWICK CMS COMPANY) AND UNEMPLOYMENT COMPENSATION SERVICE AGENCY AGREEMENT - SEDGWICK

Mr. Lair explained that the County works with Sedgwick for both our workers' compensation and unemployment services to assist and guide us through all claims. Mr. Lair noted that the amount was the same as previous years.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and authorize the President of the Board to execute the Workers' Compensation Service Agency Agreement between CompManagement, LLC, a Sedgwick CMS Company and Geauga County for Workers' Compensation Services for the period May 1, 2018 through April 30, 2019 in the amount of \$10,350.00.

Roll Call Vote: Commissioner Claypool Aye
 Commissioner Lennon Aye
 Commissioner Spidalieri Aye

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and authorize the President of the Board to execute the Unemployment Compensation Service Agency Agreement between Sedgwick Claims Management Services, Incorporated and Geauga County for Unemployment Services for the period May 1, 2018 through April 30, 2019 in the amount of \$1,205.00.

Roll Call Vote: Commissioner Claypool Aye
 Commissioner Lennon Aye
 Commissioner Spidalieri Aye

COMMISSIONERS' OFFICE – RESOLUTION PROCLAIMING MAY 6 THROUGH MAY 12 AS PUBLIC SERVICE RECOGNITION WEEK, AMENDING PREVIOUS RESOLUTION TO INCLUDE A SET FEE PER EMPLOYEE

Mr. Lair explained that each year the Board approves a resolution proclaiming recognition for employees for the first full week of May, adding that the Board has approved one already for this year. Mr. Lair continued by stating that last year the Board chose to amend the original resolution to include an allowance of \$15.00 per employee by the means of lunch or other small tokens. Clerk Christine Blair added that the Commissioners' Office is a little different from other departments. Mr. Claypool added that generally our office pays out of pocket, but larger departments like Job and Family it allows them to provide a lunch for their employees. Ms. Blair read the section of the amended resolution that includes the dollar amount of not to exceed \$15.00 per employee. Ms. Boalt stated that she had sent out a survey to the 37 employees in the department and asked what they preferred to do and they ended up doing a small gift card for each of them. Ms. Blair added that when she first started there was a smaller amount per employee and then when Commissioner Jemison was here, it was stopped completely and last year this Board reinstated it for the \$15.00. The Commissioners' Office staff usually covers the cost of the things they do. After a brief discussion the following motion was read and approved.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute Resolution #18-063 Proclaiming May 6 through May 12 as Public Service Recognition Week, amending the previous resolution to include a set fee per employee in accordance with O.R.C. 325.25.

Board of County Commissioners, Geauga County, Ohio

Resolution: 18-063
Date: May 1, 2018

RESOLUTION PROCLAIMING MAY 6 THROUGH MAY 12
AS PUBLIC SERVICE RECOGNITION WEEK FOR 2018

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WHEREAS, In honor of the men and women serve America daily as public servants at the federal, state, county and local levels. The vast array of services provided by government is an integral part of our lives. Every day of our lives we depend upon the work performed by public employees; and

WHEREAS, Public service is a public trust, a high calling and an expression of responsible citizenship; and

WHEREAS, A job in public service will impact the lives of many people, through public policy, education, law enforcement, and the environment; and

WHEREAS, Without these dedicated government employees at every level, continuity would be impossible in a democracy that regularly changes its leaders and elected officials; and

WHEREAS, We, the Geauga County Board of Commissioners, do proclaim that annually the first full week of May will be Public Service Recognition Week in Geauga County and call upon all citizens to recognize the contributions made by public employees at all levels who help ensure the quality of our lives in this great country and in this great county in the state of Ohio; and

WHEREAS, O.R.C. 325.25 specifically authorizes employee recognition programs;

WHEREAS, The Board of Commissioners of Geauga County, Ohio wish to utilize this authority to recognize the employees of Geauga County government on an annual basis during the first week of May during Public Service Recognition week by means of modest expenditures on tokens of appreciation to those employees not to exceed \$15.00 per employee and that such other expenditures may lawfully include providing of meals and non-alcoholic beverages, as one means of expressing this appreciation.

NOW, THEREFORE BE IT 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 Claypool</i>	<i>Aye</i>
	<i>Commissioner Lennon</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Aye</i>

COMMISSIONERS' OFFICE – ACKNOWLEDGE RECEIPT OF CHECKS – BREEZY POINT LIMITED PARTNERSHIP AND ROBERT JON BENJAMIN BEHALF OF TOUR DE CLEVELAND – STREAM PRESERVATION CREDITS

Ms. Blair explained that Mr. Dietrich from the Planning Commission called and explained that he had been contacted by the agent for the two remaining companies that purchased credits last August for a request for a 30 day extension. After discussing the request with Laura LaChapelle and Mr. Lair we directed Mr. Dietrich to advise the agent that they needed to follow the terms of the agreement. Ms. Blair added that at the end of the day the two checks were delivered in order to meet the terms which now allows them to have an additional 90 days.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to acknowledge receipt of Check #005068 in the amount of \$2,235.00, from Breezy Pointe Limited Partnership, for an additional ten percent deposit (10%) under Section B of the Agreement signed August 1, 2017 for the purchase of 298 stream preservation credits.

<i>Roll Call Vote:</i>	<i>Commissioner Claypool</i>	<i>Aye</i>
	<i>Commissioner Lennon</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Aye</i>

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to acknowledge receipt of Check #1004 in the amount of \$2,520.00 from Robert Jon Benjamin on behalf of Tour de Cleveland, for an additional ten percent deposit (10%) under Section B of the Agreement signed August 8, 2017 for the purchase of 336 stream preservation credits.

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<i>Roll Call Vote:</i>	<i>Commissioner Claypool</i>	<i>Aye</i>
	<i>Commissioner Lennon</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Aye</i>

ACKNOWLEDGEMENTS

- a) *Geauga County Board of Developmental Disabilities Board Minutes from March 21, 2018.*

- b) *A weekly report filed by the County Dog Warden of all dogs seized, impounded, redeemed or destroyed for the week ending April 11, 2018 as required by O.R.C. 955.12.*

OTHER

The Board reviewed upcoming events. Ms. Blair noted that the Joint Board of Trustees for the Portage Geauga Juvenile Detention Center was meeting on May 9th and that we needed to schedule a Joint Board of Directors meeting here in Geauga following that meeting to handle the Budget. Tentatively May 22nd was discussed as a possible meeting date.

MEETINGS

5/6 – 5/12 Public Service Recognition Week

Tue., 5/8 Planning Commission meeting at 7:30 a.m. in the Planning Commission meeting room, Bldg. #1C, 470 Center Street, Chardon

Tue., 5/8 The Commissioners will hold regular session at 9:30 a.m.

Fri., 5/11 NOACA, Finance and Audit 8:30 a.m., Governance 10:00 a.m., and Executive 11:30 a.m., Cleveland, Ohio

Mon., 5/14 Board of Revision, 9:00 a.m. Auditor's Office

Tue., 5/15 The Commissioners will hold regular session at 9:00 a.m.

Wed., 5/16 West Geauga Senior Citizens Recognition Dinner, 4:30 p.m. West Geauga Middle School Cafeteria

Thu., 5/17 Community Improvement Corporation (CIC) 48th Annual Salute to Business and Industry, 5:30 p.m. at Sapphire Creek Winery and Gardens

Fri., 5/18 NOACA Advisory Council meetings, Cleveland

Mon., 5/21 Family First Council, 1:30 p.m. at Job and Family Services

Tue., 5/22 The Commissioners will hold regular session at 9:00 a.m.

Wed., 5/23 Emergency Operations Center Training, DES at 8:15 a.m.

*Mon., 5/28 **The County Offices will be closed in honor of Memorial Day. Twenty-four Hour Operations will continue to operate as usual.***

Thu., 5/31 The Commissioners will hold regular session at 9:00 a.m.

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BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to adjourn the meeting at 9:46 a.m.

Geauga County Board of Commissioners

Ralph Spidalieri

Timothy C. Lennon

Walter M. Claypool

Christine Blair, Commissioners' Clerk

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