

Commissioners' Journal
August 14, 2018

The Geauga County Board of Commissioners met in session on August 14, 2018 at 9:30 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 9:41 a.m. by leading the Board and audience in reciting the Pledge of Allegiance.

MEETING MINUTES

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute the minutes for the meeting of July 31, 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 meeting of August 7, 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>

COMMISSIONERS OFFICE- COUNTY ADMINISTRATOR'S REPORT

Mr. Lair reported on the items approved August 10, 2018 by the County Administrator, including for the Department of Job and Family Services to acknowledge the following new hire appointment, as the Director complied with the Board of Commissioners' recruitment and hiring procedures for Amannda Monroe, Eligibility Specialist 2 / Employment Services Representative (replacement) to be effective July 30, 2018; for the Department of Water Resources approved, initialed and executed service Contract Agreements with Gillmore Security Systems, Incorporated to perform maintenance services and installation of all fire and burglar alarm systems in the water section for a period of one year in an amount not to exceed \$2,500.00 and the wastewater section for a period of one year in an amount not to exceed \$5,000.00; and approved and executed a service Contract Agreement with K. Jones LLC d.b.a. Liberty Fabricating and Steel to perform welding services for the department for a three year period (2018-2020) in an amount not to exceed \$3,000.00 (\$1,000.00 per year) authorized by Resolution #18-077 under the direction and supervision of the County Commissioners that was approved June 5, 2018 pursuant to O.R.C. 305.30.

APPROVE FINANCIALS

Budget and Finance Manager Adrian Gorton introduced the newest member of the Commissioners' staff, Megan Erickson, Administrative Assistant and welcomed her to the office.

Mr. Gorton explained the financials for today as including a Cash transfer from various funds to cover July 2018 Windstream bill; a Cash transfer to Court Technology for a portion of 2018 funding; a Cash transfer out of the General Fund to the Sheriff's Office for a portion of 2018 funding for 9-1-1 operations; a Contract increase for Job and Family Services to Board of Developmental Disabilities for the Help Me Grow grant expenditures; Travel request from the Juvenile Court; a payment to the City of Chardon for a portion of the County's contribution of the Pre-trial Release Officer in the amount of \$6,057.05; a payment to Lake Geauga Recovery Center for the 2018 funding in the amount of \$44,150.00; a payment to C.I.R., Incorporated for the County Engineer's Office for the replacement of the Valentine Road bridge in the amount of \$91,464.51; a payment to Karvo Paving Company for the County Engineer's Office for the resurfacing of Claridon Troy Road (sections A-C) in the amount of \$56,922.24; a payment to Chagrin Valley Paving for the County Engineer's Office for the resurfacing of Georgia Road (sections A-D) in the amount of \$96,927.44; and a payment to Geauga Coatings, LLC for the Department of Water Resources for the prep and coating of all metal and concrete surfaces at the Valley View Wastewater Treatment Plant in the amount of \$34,350.00.*

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**There was a brief discussion about the shortfall of the 4th quarter invoice unless the Board approves an increase to cover the difference in the request from Judge Stupica. This pre-trial release officer was approved as part of the Heroin initiative. Mr. Gorton added that the budget hearing should be held before the final invoice would be received and further discussion could be held at that time to get any questions answered.*

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute Resolution #18-097 itemizing the financials for the meeting of August 14, 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>

COMMISSIONERS OFFICE – GEAUGA CREDIT UNION CERTIFICATE – INTERNET GAMBLING, BUSINESS ACCOUNT DUE DILIGENCE QUESTIONNAIRE AND CERTIFICATION OF BUSINESS OWNERS – REGARDING COUNTY ISSUED CREDIT CARDS

Mr. Gorton explained that the Geauga Credit Union asked holders of credit cards to complete paperwork regarding Internet Gambling, business account due diligence and a certification of business owners form, and after speaking with the Credit Union were able to combine that paperwork for all departments that hold cards.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and authorize the President of the Board to execute the Geauga Credit Union's Certificate regarding Internet Gambling, Business Account Due Diligence Questionnaire and Certification of Business Owners for the Visa cardholders at the Commissioners' Office, Common Pleas Court, County Engineer, Transit, Job and Family Services, Emergency Services, Department of Development - Community & Economic and Building, and Auditor / ADP.

<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 – RESOLUTION IN APPRECIATION OF ALL PERSONNEL INVOLVED WITH FACILITATING THE TRANSITION AND CLOSURE OF THE PLEASANT HILL COUNTY HOME

Mr. Lair asked the Board to approve a resolution in appreciation of all the employees from various departments that were involved in the efforts relating to the County Home, and the good transition for the residents and the staff.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute Resolution #18-098 in Appreciation of all Personnel involved with Facilitating the Transition and Closure of the Pleasant Hill County Home.

Board of County Commissioners, Geauga County, Ohio

Resolution: #18-098
Date: August 14, 2018

RESOLUTION IN APPRECIATION OF ALL PERSONNEL INVOLVED WITH FACILITATING THE TRANSITION AND CLOSURE OF THE PLEASANT HILL COUNTY HOME

WHEREAS, the permanent closure of the Pleasant Hill County Home was not an easy decision, but was made necessary by the changes in local government funding, advancements in care options for those in need of assistance, and a need to refocus scarce resources in core areas of our responsibility; and

WHEREAS, the employees of the County Home worked diligently right up until the last day of operation to provide services to the residents and maintain the home; and

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WHEREAS, Interim-Superintendent Jessica Boalt (Director of the Department on Aging) and all the amazing staff at the Geauga County Department on Aging continually went above and beyond to ensure that each County Home resident was provided with the best possible options for placement in new surroundings; and

WHEREAS, the dedicated team members in the Maintenance Department worked in cooperation with County Home and Department on Aging staff to assist in the closure of the building, resulting in a well-preserved building which has been readied for potential new uses in the future; and

WHEREAS, the staff of the Prosecutor's office was of great assistance in providing appropriate legal and personnel guidance; and

WHEREAS, the team in the Commissioners' office, worked tirelessly to ensure that all issues relating to finance, payroll, records retention, and personnel policy were handled in this unique situation; and

NOW, THEREFORE, BE IT RESOLVED, that the Geauga County Board of Commissioners express their appreciation of all personnel involved with the transition and closure of the Pleasant Hill County Home; and

BE IT FURTHER RESOLVED, that this Resolution becomes 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>

DEPARTMENT ON AGING – APPROVE CREATION, TITLE AND JOB DESCRIPTIONS FOR INTERNAL OPERATIONS MANAGER (#1033), ADMINISTRATIVE SERVICES MANAGER (#1015) AND SPECIAL PROGRAMS MANAGER (#1034) – REVISE ORGANIZATIONAL CHART TO INCLUDE POSITIONS – ADVERTISE INTERNALLY FOR INTERNAL OPERATIONS MANAGER AND ADMINISTRATIVE SERVICES MANAGER

Director Jessica Boalt explained to the Board that she was in need of some leadership positions to oversee some of the divisions within the department. Ms. Boalt explained that the Special Programs Manager position is for future planning, that the only positions that she is asking to fill are the Internal Operations and Administrative Services Manager positions internally. There was a brief discussion about trying to find internal candidates before considering posting externally.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve the creation, title and job description for the position of Internal Operations Manager (#1033) to be effective August 14, 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 the creation, title and job description for the position of Administrative Services Manager (#1015) to be effective August 14, 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 the creation, title and job description for the position of Special Programs Manager (#1034) to be effective August 14, 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>

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Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve the revised Organizational Chart, to include the positions of Internal Operations Manager (#1033), Administrative Services Manager (#1015) and Special Programs Manager (#1034) to be effective August 14, 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 grant permission to advertise internally for the positions of Internal Operations Manager (#1033) and Administrative Services Manager (#1015) with applications accepted from August 15, 2018 through 4:30 p.m. on August 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>Aye</i>

MAINTENANCE – APPROVE HIRING KEVIN CUNNINGHAM – CUSTODIAN 1 (#1906)

Director Glen Vernick asked the Board to approve hiring Mr. Cunningham as a Custodian, noting that he still had one position left to fill. Mr. Vernick noted that he had previously worked for Kraftmaid.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve hiring Kevin Cunningham to the position of Custodian 1 (#1906) at the rate of \$11.81 per hour to be effective August 26, 2018 with a one year probationary period. This offer of employment is contingent upon the successful completion of the required pre-employment conditions.

<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 – SERVICE CONTRACT AGREEMENT – HERSHBERGER ROOFING AND SIDING, LLC

Assistant County Administrator Gerard Morgan explained that this service contract is to upgrade the roof at the Burton Lakes wastewater plant and pump station, it's sixty years old and is in need of some repair.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute the service Contract Agreement with Hershberger Roofing and Siding, LLC to upgrade the roof at the Burton Lakes Wastewater Treatment Plant and Burton Lakes Lift Station for a period of six months in an amount not to exceed \$16,296.00.

<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 – AGREEMENT – CT CONSULTANTS, INCORPORATED – CONSULTING SERVICES FOR PROFESSIONAL SERVICES FOR PREPARATION OF AN ASSET MANAGEMENT PLAN

Mr. Morgan explained that the EPA is now requiring a detailed plan with fiscal analysis, replacement costs, and estimate of replacement for the future, for the water section. Mr. Morgan stated that CT Consultants will prepare the plan, adding that this is resulting from the issue that took place in Flint, Michigan.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute the Agreement between the Geauga County Board of Commissioners and CT Consultants, Incorporated for Consulting Services to Geauga County for Professional Services for Preparation of an Asset Management Plan in the amount of \$24,000.00.

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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>

DEPARTMENT OF WATER RESOURCES – APPOINT GERARD MORGAN – INTERIM DIRECTOR, INTERIM SANITARY ENGINEER AND SANITARY ENGINEER

Mr. Morgan asked the Board to appoint him as Sanitary Engineer in order to comply with the O.R.C. until a replacement is made. We are re-advertising the positions with the higher pay grade in hopes of better interest in the position.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to appoint Gerard Morgan as Interim Director of the Department of Water Resources to be effective August 14, 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 appoint Gerard Morgan as Interim Geauga County Sanitary Engineer for the Department of Water Resources to be effective August 18 through August 24, 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 appoint Gerard Morgan as Geauga County Sanitary Engineer for the Department of Water Resources to be effective August 25, 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>

COMMISSIONERS' OFFICE –APPOINTMENTS TO BOARD OF MENTAL HEALTH AND RECOVERY SERVICES

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to appoint Mary Ruth Shumway to the Mental Health and Recovery Services Board for the unexpired term of Jaina Gandolfi, ending June 30, 2019.

<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 appoint Michael Petruziello to the Mental Health and Recovery Services Board for a four year term ending June 30, 2022.

<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 appoint James Lee Holden to the Mental Health and Recovery Services Board for a four year term ending June 30, 2022.

<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>

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ACKNOWLEDGEMENTS

- a) *Letter from Ohio Department of Job and Family Services regarding designation of Local Workforce Development Area 19 defined under the Workforce Innovation and Opportunity Act (WIOA).*
- b) *The Monthly Financial Report from the County Building Department for the month of July, 2018*
- 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 July 2018.*
- d) *A monthly report filed by the Geauga County Sheriff's Office of an account of expenses for the prisoner transport for the month ending July 2018 as required by O.R.C. 325.07.*

OTHER

The Board reviewed upcoming events.

MEETINGS

- Tue., 8/14 Planning Commission meeting at 7:30 a.m. in the Planning Commission meeting room, Bldg. #1C, 470 Center Street, Chardon*
- Wed., 8/15 Perry Nuclear Power Plant Drill – Dry Run, Department of Emergency Services*
- Fri., 8/17 NOACA – Advisory Councils, Cleveland*
- Mon., 8/20 Board of Revision, 9:00 a.m. Auditor's Office*
- Mon., 8/20 Family First Council, 1:30 p.m. Mental Health Offices*
- Tue., 8/21 The Commissioners will hold regular session at 9:00 a.m.*
- Fri., 8/24 NOACA, Finance & Audit 8:30 a.m., Governance 10:00 a.m. and Executive 11:30 a.m., Cleveland*
- Mon., 8/27 Board of Revision, 9:00 a.m. Auditor's Office*
- Tue., 8/28 The Commissioners regular session for today has been **cancelled**.*
- Thu., 8/30 The Commissioners will hold regular session at the Great Geauga County Fair, 10:00 a.m. at the Junior Fair Stage*
- 8/30 – 9/3 The Great Geauga County Fair, Fairgrounds in Burton*

BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to adjourn the meeting at 10:08 a.m.

Geauga County Board of Commissioners

Ralph Spidalieri

Timothy C. Lennon

Walter M. Claypool

Christine Blair, Commissioners' Clerk

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