

Commissioners' Journal
August 21, 2018

The Geauga County Board of Commissioners met in session on August 21, 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 Vice President of the Board, Timothy C. Lennon opened the meeting at 9:07 a.m. by leading the Board and audience in reciting the Pledge of Allegiance.

**Commissioner Spidalieri was absent from today's meeting.*

MEETING MINUTES

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute the minutes 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>Absent*</i>

COMMISSIONERS OFFICE- COUNTY ADMINISTRATOR'S REPORT

Mr. Lair reported on the items approved August 16, 2018 by the County Administrator, including an Agreement with Chardon Community Action Team (CCAT) for the use of the County parking lot during their Annual Car and Motorcycle show on August 19, 2018 and for Maintenance a service Contract Agreement with M & M Home Improvements, LLC to perform building improvements at various Geauga County Buildings during the Year 2018 in an amount not to exceed \$10,000.00; 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 explained the financials for today as including an Appropriations transfer to Maintenance to cover future encumbrance (contract) increases in the department; an Appropriation transfer from the County Home to cover payroll accounts with remaining expenses that will exceed the available funds due to closure; a Supplemental Appropriation from Common Pleas to the Smart Ohio Grant fund to cover the transfer of unspent grant money back to the State; a Cash transfer from Water Resources to the Parkman Revenue Bond fund to pay the 2018 USDA loan payment; Contract increases for the Commissioners' office to McGlinchey Stafford and Skoda Minotti; Travel request for Job and Family Services; a Contract for Water Resources with CT Consultants Incorporated for Professional Services for the preparation of an Asset Management Plan; a payment to the Geauga County Agricultural Society for the County's portion of their 2018 funding in the amount of \$20,000.00; and a payment to the State of Ohio for Children with Medical Handicaps expenditures for July in the amount of \$24,707.33.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute Resolution #18-099 itemizing the financials for the meeting of August 21, 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>Absent</i>

COUNTY ENGINEER'S OFFICE – UNIT PRICE CONTRACT – ECLIPSE COMPANY, LLC – REPLACEMENT OF HASKINS ROAD BRIDGE

Deputy Engineer Nick Gorris asked the Board to execute the contract with Eclipse Company for the replacement of the Haskins Road bridge. County Engineer Joe Cattell noted that the contractor feels confident in getting the project completed before the end of the year, and while water is a concern, he feels they can get it done.

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Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute the Unit Price Contract with Eclipse Company, LLC for the Replacement of the Haskins Road Bridge (structure #BR-191-0.48-18) in Bainbridge Township in the amount of \$205,420.00. The Bid Bond submitted shall be held to serve as the Performance Bond for this project.

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

DEPARTMENT ON AGING – ADVERTISE BIDS – ELDERLY NUTRITION PROGRAM, PREPARATION AND DELIVERY OF CATERED MEALS FOR RESIDENTS AGE 60 AND OVER

Director Jessica Boalt asked the Board to grant permission to advertise for Bids for the Elderly Nutrition Program, that includes the home delivered and congregate meals.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to grant permission to advertise for Bids for the Elderly Nutrition Program, Preparation and Delivery of Catered Meals for Geauga County Residents Age 60 and over to be held Wednesday, October 3, 2018 at 2:00 p.m. Notice of this Bid Opening will be advertised on August 23, 2018, August 30, 2018 and on the County website.

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

DEPARTMENT ON AGING – APPROVE PLACEMENT OF PAID ADMINISTRATIVE LEAVE – THOMAS MCGREW

Ms. Boalt asked the Board to place Mr. McGrew on paid administrative leave until further notice.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve the placement of Thomas McGrew, Transportation Driver on paid administrative leave effective August 16, 2018 until further notice.

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

DEPARTMENT OF DEVELOPMENT (BUILDING) – RE-APPOINT RICHARD SMITH, ARCHITECT, RESIDENTIAL APPEALS BOARD

Executive Director Dave Favorite explained that Mr. Smith is one of the commercial plans examiners for the Building department. Clerk Christine Blair added that this is a re-appointment to the Residential Appeals Board. This Board was resurrected and the members were placed on staggered terms, so this is for a five year term and going forward as the terms expire will all be for five year terms.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to re-appoint Richard Smith, Architect to the Residential Appeals Board, pursuant to Section 110 of the Residential Code of Ohio for a five year term, June 29, 2018 through June 28, 2023.

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

DEPARTMENT OF DEVELOPMENT (COMMUNITY & ECONOMIC) – SUBORDINATION AGREEMENT REAL ESTATE MORTGAGE – FIRST NATIONAL BANK – RLF LOAN TO 150 COURT STREET (LAUDATO AND COMPANY, INCORPORATED)

Assistant Director Kelly Conrad asked the Board to execute the Subordination Agreement with First National Bank for 150 Court Street as they refinanced their loan for a 2.5% decrease in the interest rate.

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Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute the Subordination Agreement Real Estate Mortgage with First National Bank in regards to the Revolving Loan Fund Loan to 150 Court Street, LLC (Laudato and Company, Incorporated) as they are refinancing a current loan in the amount of \$60,000.00.

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

DEPARTMENT OF DEVELOPMENT (COMMUNITY & ECONOMIC) – RELEASE OF MORTGAGE – P & G CAPITAL, LLC

Ms. Conrad asked the Board to execute the Release of Mortgage with P & G Capital otherwise known as EEI, adding that we have a Revolving Loan fund loan with them for \$470,000.00 and we need to do the release to receive payment. Commissioner Lennon inquired if we are getting paid for the loan, to which Ms. Conrad stated yes, and it looks like the full amount. There was a brief discussion on the position of the County on the loan, noting that the County was second and that is what saved us. While there is a risk involved with these loans, but it was noted that the State also approves the loan.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute the Release of Mortgage for P & G Capital, LLC for property located at 15175 Kinsman Road, Burton for a mortgage filed September 16, 2016 in the amount of \$470,000.00 in connection with a Geauga County Revolving Loan Fund Loan.

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

DEPARTMENT OF DEVELOPMENT UPDATE

Mr. Favorite provided an update on both the Building and Community and Economic Development divisions of the department.

Building

For the month of July 2018, 175 permits have been issued with an estimated construction cost of about \$7.3 million, to date there have been 1,016 permits issues for an estimated construction cost of over \$80 million. Total revenue to date from fees and permits is in excess of \$278,000.00. The same time period in 2017 had 1,040 permits issued with revenues of approximately \$289,000.00 with an estimated construction cost at \$95 million, noting that the difference in cost was due to the projects being much larger. Mr. Favorite noted that there has been a lot of activity, that over 3,100 inspections have been completed, 2,790 have passed with the balance needing to be re-inspected. That averages for the 32 weeks about 100 inspections a week for the three inspectors. Through July we have completed 180 commercial plan reviews and 397 residential plan reviews. Notable current construction includes remodeling of Dicks and Old Navy in Bainbridge, Holly Hill new construction of 100,000 square feet and Briar Hill new construction of 20,000 square feet. Notre Dame has completed their project and held the open house yesterday and they were very appreciative of the building department. Sapphire Creek Winery and the Perino Center in Chesterland are both completed and open. Mr. Favorite stated that they are fully staffed with five employees, and as discussed in the past is in need of some updated software.

Community and Economic Development

Community -

The process for making our County a better place to live is done through the Community Development Block Grant, Allocation grant that is used to do improvements, including this years Projects that include the elevator at the Opera House, the ADA entrance at the Berkshire School Board building, restrooms at the Airport and paving at the DDC Clinic. The County Home project was cancelled and those funds will be reallocated to the other existing projects. Funds are also allocated to Fair Housing for outreach and education along with general and administrative expenses for managing the grant.

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Economic -

Mr. Favorite explained that they are working for the County to influence private investment in the business opportunities that lead to sustained economic growth, creating jobs and tax revenue for the maintenance of our infrastructure. Focusing on business retention and expansion, business attraction and creation. Managing the Geauga Revolving Loan Fund, this is low cost capital, with nineteen current loans with an outstanding balance of \$2.4 million, the available balance in the fund is about \$1 million, with \$780,000.00 for new loans that will be coming before the Board. The Local Revolving Loan fund currently has seven loans with an outstanding balance of just over \$700,000.00, with an available balance of about \$102,000.00 with no pending loans.

We have started working on a strategic plan for the County, and have an outline in draft stage, and while it will take some time to craft, part of the plan is being drafted by the Planning Commission and will probably take longer to complete the updates. There needs to be interaction between the two plans due to the involvement with all of the Townships. Mr. Favorite added that they would like to have a consultant come onboard to assist with analysis of economic and workforce development portions of the plan. A key component of the plan includes information from Business Leaders in the community. A workshop is going to be held on September 27th at the Munson Town Hall to talk about business climate, their needs, issues and concerns. Business outreach is also a part of the plan, and they have reached out to about 35 companies so far. Mr. Favorite expressed that the County and CIC websites need to be updated, as they are a key part, and drone videos of sites will be added.

Mr. Favorite stated that they are continuing to build strong relationships with business, meeting with banks, realtors and brokers in the County as a way to establish new business into the County, along with non-profits. Workforce Development programs are an area that we continue to work with private companies on training programs, Ohio Means Jobs, Business Resource through the NOC COG and a brand new program called pre-apprentice and look forward to working with Berkshire on the PRIME program along with working with Auburn Career Center.

Mr. Favorite stated that while they are still working on the Strategic Plan, it will be coordinated with the County General Plan, but we are not waiting for the finished product, we are continuing to promote economic development in the County and moving forward with specific components of the plan. Mr. Favorite explained that one of the steps they are working on is identifying what improvements are needed at sites in regards to infrastructure and once hard specific examples are identified they will present and seek guidance from the Board.

Commissioner Claypool noted that they had been at Notre Dame yesterday and spoke with the CEO of Jennings who is operating the facility, and talked about the Business collaboration and the services for the residents who will be living there. Mr. Claypool noted that while the economy is booming, there are help wanted signs out there, but business is having trouble finding workers in trades, including cement, carpentry, welders and machinist. Mr. Claypool noted that we need to get connected with the BRN network with the NOC COG and get that stronger connection with Job and Family Services. These are good work opportunities and people need to get back to understanding that. Mr. Claypool added that we have a lot of good things going on, and we need to leverage that.

*TRANSIT – ADVERTISE PUBLIC HEARING – OHIO DEPARTMENT OF TRANSPORTATION
CY2019 RURAL TRANSIT PROGRAM*

It was noted that this was to advertise for the public hearing for the ODOT Rural Transit Program grant.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to grant permission to advertise to hold a Public Hearing on the Ohio Department of Transportation CY2019 Rural Transit Program (49 USC Section 5311) Grant to be held on Tuesday, September 25, 2018 at 9:15 a.m. Notice of this Public Hearing will be advertised on August 23, 2018 and on the county website.

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

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DEPARTMENT OF JOB AND FAMILY SERVICES – OHIO DEPARTMENT OF JOB AND FAMILY SERVICES IV-D CONTRACTS – PROSECUTOR'S OFFICE AND COMMON PLEAS COURT

Paul Reiman introduced Tracy Olszowy, who is the Child Support Division Director and handles the IV-D contracts, adding that these contracts allow Job and Family Services to pay for services provided by the Prosecutor's office for legal services and with Common Pleas for Magistrate Services for components of child support cases. This is money coming back into the General Fund through reimbursement from the State. These are strictly for child support components for obtaining child support or medical support.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute the Ohio Department of Job and Family Services IV-D Contract between the Geauga County Child Support Enforcement Agency and the Geauga County Prosecutor's Office for legal services for the period July 1, 2018 through June 30, 2019 in the amount of \$59.74 per hour.

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

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute the Ohio Department of Job and Family Services IV-D Contract between the Geauga County Child Support Enforcement Agency and the Geauga County Common Pleas Court for Magistrate Services for the period July 1, 2018 through June 30, 2019 in the amount of \$115.95 per hour.

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

DEPARTMENT OF JOB AND FAMILY SERVICES – EXECUTIVE SESSION

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to move into Executive Session for the purpose of discussing the discipline of a public employee.

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

The Board moved into executive session with Executive Director Craig Swenson, Mr. Lair and Assistant County Administrator Gerard Morgan at 9:45 a.m. The Board returned at 10:17 a.m. and as a result the following action was taken:

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to accept the disciplinary recommendation of the Director of Job and Family Services to suspend Margo Reda, Program Administrator, for up to forty hours (5 working days) without pay for violation of Section 3 of the Geauga County Job and Family Services Personnel Policy and Procedure Manual.

And further approve and execute the Order of Removal, Reduction, Suspension, Involuntary Disciplinary Separation form per O.R.C. 124.34 for forty hours (5 working days).

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

COMMISSIONERS' OFFICE – DESIGNATE VOTING REPRESENTATIVE AND ALTERNATE – CORSA ANNUAL MEETINGS

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to designate Gerard Morgan, Assistant County Administrator as Voting Representative (Alternate, Kathy Hostutler, Human Resources Administrator) for CORSA Annual Meetings.

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

ACKNOWLEDGEMENTS

- a) A weekly report filed by the County Dog Warden of all dogs seized, impounded, redeemed or destroyed for the weeks ending July 25, 2018, August 1, 2018 and August 8, 2018 as required by O.R.C. 955.12.

OTHER

The Board reviewed upcoming events.

MEETINGS

Fri., 8/24 NOACA, Finance & Audit 8:30 a.m., Governance 10:00 a.m. and Executive 11:30 a.m., Cleveland

It was noted that the Governance Meeting has been cancelled.

Mon., 8/27 Board of Revision, 9:00 a.m. Auditor's Office

Tue., 8/28 The Commissioners regular session 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

Mon., 9/3 **County Offices will be closed in observance of the Labor Day Holiday. Twenty-four hour operations will continue to operate as usual.**

Thu., 9/6 The Commissioners will hold regular session

BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to adjourn the meeting at 10:20 a.m.

Geauga County Board of Commissioners

Ralph Spidalieri

Timothy C. Lennon

Walter M. Claypool

Christine Blair, Commissioners' Clerk

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