

Commissioners' Journal
November 25, 2014

The Geauga County Board of Commissioners met in session on November 25, 2014 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, Ralph Spidalieri apologized for the delay and opened the meeting at 10:18 a.m. by leading the Board and audience in reciting the Pledge of Allegiance.

APPROVE MINUTES

Motion: by Commissioner Samide, seconded by Commissioner Rear to approve and execute the minutes for the meeting of November 18, 2014.

<i>Roll Call Vote:</i>	<i>Commissioner Samide</i>	<i>Aye</i>
	<i>Commissioner Rear</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Aye</i>

APPROVE FINANCIALS

Budget and Finance Manager Heidi Delaney explained the financials for today as including a Revenue Certification for the Job and Family Services Public Assistance Fund; Supplemental Appropriations for the Job and Family Services Workforce Investment Act for additional contract services, the Sheriff's Rotary fund for payroll for contracted services, the Dog Warden and Law Library funds for yearend payroll appropriations, and the Water Resources Water District fund for bond debt payment; Cash transfers into the General Fund for repayment of 2014 payroll advances for the Common Pleas Intensive Supervision and Pretrial Release Supervision funds; a Cash transfer out of the General Fund for the payment of the 2nd quarter SFY 2015 Job and Family Services mandated share; a Purchase order for Transportation Equipment Sales for the State Bid Purchase of a Mobility Access Vehicle for the Department on Aging in the amount of \$49,986.00; Travel requests for the Dog Warden, Department of Job and Family Services and Water Resources; a payment to the City of Chardon for the 3rd quarter 2014 police prosecutor salary contribution in the amount of \$8,750.00; a payment to Envirocom Construction for payment #4 on Contract A for the Thompson Sewer Project for Community and Economic Development in the amount of \$184,458.73; a payment to Envirocom Construction for payment #4 on Contract B for the Thompson Sewer Project for Community and Economic Development in the amount of \$29,779.63; and a payment to Gottschalk Building Company for the final payment on the ICFDD Downsizing project for the Board of Developmental Disabilities in the amount of \$54,624.00.

There was a brief discussion about the purchase order for the mobility access vehicle to which it was noted that a grant had been applied for and was denied to help defray the cost, but that funds were available to cover the purchase.

Motion: by Commissioner Samide, seconded by Commissioner Rear to approve and execute Resolution #14-172 itemizing the financials for the meeting of November 25, 2014

<i>Roll Call Vote:</i>	<i>Commissioner Samide</i>	<i>Aye</i>
	<i>Commissioner Rear</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Aye</i>

DEPARTMENT ON AGING – PROMOTE KATHY HARTZ – FULL-TIME ASSISTANT SITE COORDINATOR (#1005)

Director Jessica Boalt explained that Ms. Hartz' background includes computers, office, and is a volunteer with the parks and feels that she would be a great fit for the assistant site coordinator position.

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Motion: by Commissioner Samide, seconded by Commissioner Rear to approve the promotion of Kathy Hartz from Full-time Transportation Driver (#1020) to Full-time Assistant Site Coordinator (#1005) to be effective December 1, 2014 at a rate of \$13.30 per hour. After the successful completion of a 180 day probationary period the rate will increase to \$13.77 per hour.

<i>Roll Call Vote:</i>	<i>Commissioner Samide</i>	<i>Aye</i>
	<i>Commissioner Rear</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Aye</i>

DEPARTMENT ON AGING – ADVERTISE FOR FULL-TIME TRANSPORTATION DRIVER (#1020)

Ms. Boalt asked to advertise for the transportation driver position that Ms. Hartz was promoted from.

Motion: by Commissioner Samide, seconded by Commissioner Rear to grant permission to advertise for the position of Full-time Transportation Driver (#1020). This position will remain posted until filled.

<i>Roll Call Vote:</i>	<i>Commissioner Samide</i>	<i>Aye</i>
	<i>Commissioner Rear</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Aye</i>

Commissioner Spidalieri explained that he had received questions about the shifting around of personnel in departments and expressed that it is not necessarily a bad thing, that it can be a good thing by giving personnel an opportunity to get skilled in other areas of the department. Ms. Boalt explained that Ms. Hartz had a goal to be more hands on with the seniors and when this opportunity became available she applied .

DEPARTMENT ON AGING – REVISED ORGANIZATION CHART

Ms. Boalt stated that for 2015 she had budgeted for three full-time drivers because the current two full-time drivers are dedicated to handling the out of county appointments and are receiving over-time and comp-time because they only had an additional part-time driver, adding that due to the vacancies they have the payroll available to cover the additional payroll for 2014 and want to move forward in changing the organization chart to having three full-time drivers.

Motion: by Commissioner Samide, seconded by Commissioner Rear to approve the revised organization chart to change the transportation driver positions to three (3) full-time positions, eliminating the part-time position to be effective December 15, 2014.

<i>Roll Call Vote:</i>	<i>Commissioner Samide</i>	<i>Aye</i>
	<i>Commissioner Rear</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Aye</i>

DEPARTMENT ON AGING – ADVERTISE INTERNALLY FOR FULL-TIME TRANSPORTATION DRIVER (#1020)

Ms. Boalt explained that she would like to then post internally for the third full-time driver position.

Motion: by Commissioner Samide, seconded by Commissioner Rear to grant permission to advertise internally for a period of five days for a Full-time Transportation Driver (#1020) with applications accepted until 4:30 p.m. on December 5, 2014.

<i>Roll Call Vote:</i>	<i>Commissioner Samide</i>	<i>Aye</i>
	<i>Commissioner Rear</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Aye</i>

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT – ADVERTISE TO HOLD PUBLIC HEARING – AMENDMENT TO CDBG ALLOCATION FROM 2013

Assistant Program Administrator Kelly Belconis stated that they are requesting to hold a Public Hearing regarding the amendment to B-F-13 allocation grant, explaining that originally it was to eliminate the knox box project with the Department on Aging, however due to legal issues with

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the log cabin project the State is not allowing that project. Ms. Belconis explained that they are asking the State to then use those funds towards the Fairgrounds Sidewalk project. Ms. Belconis stated that the State agreed and the fairgrounds will be covered in full and the funds that they were going to put into the project will no longer come out of their budget. There was a brief discussion about the project including sidewalk paving and ADA parking spots, which was originally going to include 11 and ended up having 31 spots.

Motion: by Commissioner Samide, seconded by Commissioner Rear to grant permission to advertise to hold a Public Hearing for Amendment #1 for the 2013 Community Development Block Grant (CDBG) Allocation to be held on Thursday, December 11, 2014 at 10:15 a.m. This public hearing will be advertised on November 27, 2014 and on the county website.

<i>Roll Call Vote:</i>	<i>Commissioner Samide</i>	<i>Aye</i>
	<i>Commissioner Rear</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Aye</i>

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT – UPDATED REQUEST LETTER FOR AMENDMENT TO OHIO DEVELOPMENT SERVICES

Ms. Belconis explained that the information regarding the changes is detailed out in this letter requesting the amendment.

Motion: by Commissioner Samide, seconded by Commissioner Rear to approve and authorize the President of the Board to execute a letter to Mike Hiler, Office Chief of the Ohio Development Services Agency updating the request for the amendment of Grant #B-F-13-1AZ-1.

<i>Roll Call Vote:</i>	<i>Commissioner Samide</i>	<i>Aye</i>
	<i>Commissioner Rear</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Aye</i>

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT – STATE COMMUNITY DEVELOPMENT BLOCK GRANT AGREEMENT FOR #B-F-14-1AZ-1

Ms. Belconis stated that this is the grant agreement for 2014 which includes the projects for the ADA bathroom and entrances at the Burton American Legion, the Thompson Community Center and the County Home flooring.

Motion: by Commissioner Samide, seconded by Commissioner Rear to approve and authorize the President of the Board to execute the State of Ohio, State Community Development Block Grant (CDBG) Program, Community Development Grant Program Grant Agreement (Grant #B-F-14-1AZ-1) for the period September 1, 2014 through February 29, 2016 in the amount of \$155,000.00.

<i>Roll Call Vote:</i>	<i>Commissioner Samide</i>	<i>Aye</i>
	<i>Commissioner Rear</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Aye</i>

ADDITION - OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT – REVISED OHIO DEPARTMENT OF DEVELOPMENT RLF GRANT / LOAN REVIEW REPORT FORM - FAMILIAS DELI AND FRESH MARKET, LLC

Director Anita Stocker explained that she had made a mistake on the original report form by missing two boxes, adding that the money is all the same.

Motion: by Commissioner Samide, seconded by Commissioner Rear to approve and authorize the President of the Board to execute the revised Ohio Department of Development Office of Housing and Community Partnerships RLF Grant / Loan Review Report Form for a Community Development Block Grant (CDBG) Revolving Loan Fund loan to Familia's Deli and Fresh Market, LLC for the purchase of machinery and equipment to be located at 12399 Kinsman Road, Newbury Township in the amount of \$47,100.00.

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Roll Call Vote: *Commissioner Samide* *Aye*
 Commissioner Rear *Aye*
 Commissioner Spidalieri *Aye*

**DEPARTMENT OF WATER RESOURCES – SERVICE CONTRACT MAINTENANCE FORM #1
– INCREASE – LAKE COUNTY SEWER COMPANY, INCORPORATED**

Director Doug Bowen explained that while doing some televising work they discovered breaks and leaks in the lines. Mr. Bowen stated that they would like to adjust the current contract with Lake County Sewer so that the repairs can be made. There was a brief discussion about the department using a camera on a rainy day from the truck and that ground water, not effluent, was leaking through the top of the lines into the pipe and that what the department used to pay Lake County Sewer to do they are able to do in house and just have them make the repairs.

Motion: *by Commissioner Samide, seconded by Commissioner Rear to approve and execute Service Contract Maintenance Form #1 increasing the Contract with Lake County Sewer Company, Incorporated for an additional 1,210 feet of sewer line grouting repair in the amount of \$15,000.00.*

Roll Call Vote: *Commissioner Samide* *Aye*
 Commissioner Rear *Aye*
 Commissioner Spidalieri *Aye*

**DEPARTMENT OF WATER RESOURCES – OHIO PUBLIC WORKS COMMISSION
APPENDIX E – DISBURSEMENT REQUEST FORM AND CERTIFICATION #1 – THOMPSON
TOWNSHIP SEWER PROJECT**

Mr. Bowen explained that this was the first request for Issue 2 funds for the Thompson Township Sewer project noting that the pay ratio is 15%, noting that the lump sum request is \$432,000.00 so the \$65,000.00 is the 15% of that request.

Motion: *by Commissioner Samide, seconded by Commissioner Rear to approve and authorize the President of the Board to execute the Ohio Public Works Commission Appendix E – Disbursement Request Form and Certification #1 for the Thompson Township Sewer Project in the amount of \$64,867.52.*

Roll Call Vote: *Commissioner Samide* *Aye*
 Commissioner Rear *Aye*
 Commissioner Spidalieri *Aye*

**LIQUOR LICENSE – LG CHESTER LLC D.B.A.OAK AND EMBERS TAVERN AND PATIO –
CHESTER TOWNSHIP**

Motion: *by Commissioner Samide, seconded by Commissioner Rear to concur with Chester Township Trustees in not requesting a hearing for the liquor license requested by LG Chester LLC d.b.a. Oak and Embers Tavern and Patio located at 8003 Mayfield Road, Chesterland (C TRFO 5180388).*

Roll Call Vote: *Commissioner Samide* *Aye*
 Commissioner Rear *Aye*
 Commissioner Spidalieri *Aye*

**COMMISSIONERS' OFFICE – RELEASE PUBLIC ANNOUNCEMENT – STATEMENT OF
INTEREST / QUALIFICATIONS FOR PROFESSIONAL DESIGN SERVICES – 2015 LAW
LIBRARY / PROBATION DEPARTMENT OFFICE SPACE PROJECT**

Motion: *by Commissioner Samide, seconded by Commissioner Rear to approve and release the Public Announcement Request for Statement of Interest / Qualifications for Available Contract for Professional Design Services in connection with the 2015 Law Library / Probation Department Office Space Project.*

Roll Call Vote: *Commissioner Samide* *Aye*
 Commissioner Rear *Aye*
 Commissioner Spidalieri *Aye*

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OTHER – DISCUSSION ON STILLWATER DRIVE

Commissioners Clerk Christine Blair explained that in September the Board received a letter from Russell Township asking the Board to dedicate a section at the cul de sac of Stillwater Drive and at that time the Board took action to ask the County Engineer to prepare that dedication plat. Ms. Blair stated that in order to move forward we need to hold a public viewing and hearing but with the current meeting schedule for December asked the Board if they were in agreement with changing the start time of the December 23rd meeting to 9:00 a.m. in order to accommodate holding a viewing in Russell Township. Deputy Engineer Andy Haupt explained that the final plat is not ready but showed the Board a draft version that depicts the area being discussed. Mr. Haupt stated that the Township discovered when they went to pave it that the section in question was private, and never dedicated, so a letter was submitted petitioning the Board to dedicate the extension. Mr. Haupt stated that it will be a Highway Easement Dedication which follows the same procedure as a vacation. Basically this extension was built at the same time as the road to the same standards including the culvert. Mr. Haupt stated that there is no indication that it was not dedicated. Mr. Spidalieri asked about the number of residents on the cul de sac to which Mr. Haupt stated five. There was a discussion about the road being paved and a cul de sac in place and that two property owners were listed on the letter from Russell Township, but five property owners would be included in the easement. There was no requirement for any action today; this was to inform the Board of the upcoming events that will need to take place regarding the procedure.

ACKNOWLEDGEMENTS

- a) *A weekly report filed by the County Dog Warden of all dogs seized, impounded, redeemed or destroyed for the week ending November 12, 2014 as required by O.R.C. 955.12.*
- b) *A monthly report filed by the Geauga County Sheriff's Office of an account of expenses for the inmate meals for the month of October, 2014.*

OTHER

The Board reviewed upcoming events.

MEETINGS

*Thu., 11/27 **County offices will be closed for general business in observance of Thanksgiving Day. Twenty-four hour operations will continue to operate as usual.***

The Regularly scheduled Commissioners' meeting is cancelled.

*Fri., 11/28 **County offices under the hiring authority of the Board of Commissioners will be closed for general business. Twenty-four hour operations will continue to operate as usual.***

Tue., 12/2 The Commissioners' will hold regular session

Wed., 12/3 Portage Geauga Juvenile Detention Center Board meeting, 11:30 a.m. Chambers

Fri., 12/5 Some of the Commissioners' will attend the Community Improvement Corporation (CIC) Luncheon, 12:00 Noon at St. Denis Party Center

Sun – Tues 12/7 -9 Some of the Commissioners' will attend the CCAO Winter Conference, Columbus, Ohio

*Tue., 12/9 **The Regularly scheduled Commissioners' meeting is cancelled.***

Thu., 12/11 The Commissioners' will hold regular session

Fri., 12/12 NOACA, Finance and Audit 8:30 a.m., Governance 9:30 a.m. and Executive at 10:30 a.m., Cleveland

Mon., 12/15 Family First Council, 2:00 p.m. at Mental Health

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Tue., 12/16 Investment Advisory Board, 9:45 a.m. in Chambers

Tue., 12/16 The Commissioners' will hold regular session

Tue., 12/23 The Commissioners' will hold regular session

Thu., 12/25 **The County Offices will be closed for general business due to the Christmas Holiday. Twenty-four hour operations will continue to operate as normal.**

The Regularly scheduled Commissioners' meeting is cancelled.

Fri., 12/26 **County offices under the hiring authority of the Board of Commissioners will be closed for general business. Twenty-four hour operations will continue to operate as usual.**

Tue., 12/30 The Commissioners' will hold regular session

Thu., 1/1 **The County Offices will be closed for general business due to the New Year's Day Holiday. Twenty-four hour operations will continue to operate as normal.**

The Regularly scheduled Commissioners' meeting is cancelled.

Commissioner Rear noted that he will not be in attendance at the meeting on December 11, 2014.

The Board wished everyone a Happy Thanksgiving.

BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, COMMISSIONER SAMIDE ADJOURNED THE MEETING AT 10:48 A.M.

Geauga County Board of Commissioners

Ralph Spidalieri

Blake A. Rear

Mary E. Samide

Christine Blair, Commissioners' Clerk

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