

**Commissioners' Journal**  
**January 5, 2016**

*The Geauga County Board of Commissioners met in session on January 5, 2016 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, Walter M. Claypool opened the meeting at 9:01 a.m. by leading the Board and audience in reciting the Pledge of Allegiance.*

**FINANCIALS**

*County Administrator, David Lair reported on financials from December 30, 2015, Resolution #15-192, as including Supplemental De-Appropriations for the Job and Family Services Workforce Investment Act Fund for year-end compliance requirements; as approved by the County Administrator pursuant to the motion approved December 30, 2014 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 2015, as authorized by O.R.C. 305.30.*

**MEETING MINUTES**

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the minutes for the meeting of December 22, 2015.*

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

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the minutes for the meeting of December 29, 2015.*

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

**FINANCIALS - 2016**

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to authorize the County Administrator the authority 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 2016, as authorized by O.R.C. 305.30, and which duties shall be performed under the direction and supervision of the commissioners.*

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

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve the encumbrances to be considered by the Board of Commissioners at their first meeting in January 2016 to be effective January 1, 2016.*

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

**APPROVE FINANCIALS**

*Budget and Finance Manager Heidi Delaney explained the financials for today as including Appropriation transfers for the Juvenile Court Care and Custody Fund necessary for payroll processing; a Cash transfer to the Common Pleas Pre-Sentence Investigation Report fund for a*

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*payroll advance for grant funding not yet received; and Contracts, Purchase orders and Travel requests for various departments for the new year.*

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute Resolution #16-001 itemizing the financials for the meeting of January 5, 2016.*

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

**COMMISSIONERS OFFICE – SET GAS MILEAGE REIMBURSEMENT RATE FOR 2016**

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to establish the gas mileage reimbursement at the current Internal Revenue Service (IRS) rate of \$.54, to be effective January 1, 2016 for the departments under the direction of the Geauga County Board of Commissioners.*

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

**DEPARTMENT ON AGING – LEGAL SERVICES AGREEMENT – PATRICIA J. SCHRAFF, ESQ. OF SCHRAFF AND KING COMPANY, LPA**

*Director Jessica Boalt explained that a RFP was done during the summer and the Board accepted the proposal from Schraff and King and it has just taken some time to complete the contract. Ms. Boalt stated that a scope of services was included to make sure that the focus is on elder law and estate planning, noting that some of the requests were beyond that of an elder law attorney.*

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the Legal Services Agreement between the Geauga County Board of Commissioners, the Geauga County Department on Aging and Patricia J. Schraff, Esq. of Schraff and King Company, LPA for legal services that include advice, counsel and representation of clients for the period January 1, 2016 through December 31, 2016 in the amount of \$100.42 per hour for up to six hundred fifty-five (655) hours and up to an additional one hundred twenty (120) hours in the amount of \$125.00 per hour, for a maximum of seven hundred seventy-five (775) total hours.*

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

**ARCHIVES AND RECORDS CENTER – SERVICE CONTRACT AGREEMENTS – BLUE TECHNOLOGIES AND ALLIED INFOTECH**

*Director of Administrative Services Linda Burhenne explained that these are the annual service contracts on their copy machine and the reader/printer. Ms. Burhenne explained that both machines are still in working order and would like to keep them and for now will continue the maintenance and service on them. Commissioner Spidalieri inquired about the cost per copy on the copy machine.*

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the service Contract Agreement with Blue Technologies and further authorize the President of the Board to execute the Blue Technologies Service Program form to maintain the Records Center copy machine for a one year period in the amount of \$0.1089 per copy.\**

*\*This item was read, pulled and not included in the vote due to a question on the price per copy amount.*

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*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the service Contract Agreement with Allied Infotech and further authorize the President of the Board to execute the Allied Infotech Equipment Maintenance Agreement to maintain the Records Center microfilm reader / printer for the period February 1, 2016 through January 31, 2017 in the amount of \$895.00.*

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

*There was a brief discussion about the copy machine and how often the contracts are negotiated. Ms. Burhenne noted that the machine was given to them and that they only run about 2,500 copies per month.*

**COUNTY HOME – UNPAID FAMILY MEDIAL LEAVE – SHARI FRENCH**

*Director Karen DeCola asked the Board to approve the unpaid portion of Ms. French's FMLA.*

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve an unpaid Family Medical Leave for Shari French, Full-time Attendant, beginning January 10, 2016.*

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

**DEPARTMENT OF JOB AND FAMILY SERVICES – ACKNOWLEDGE NEW HIRE APPOINTMENTS**

*Human Resources Officer Donna Brown-Barrow gave a brief background of each of the following the new hires. Ms. Brown-Barrow noted that all positions were replacements.*

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to acknowledge the following new hire appointments of the Director of Job and Family Services, as they have complied with the Board of Commissioners recruitment and hiring procedures:*

<i>Kathryn Troha, Full-time Social Service Worker I (replacement)</i>	<i>Effective October 26, 2015</i>
<i>Adam Urbania, Full-time Social Service Worker I (replacement)</i>	<i>Effective November 9, 2015</i>
<i>Ashley Mayer, Full-time Social Worker II (replacement)</i>	<i>Effective December 15, 2015</i>
<i>Amanda Garlak, Full-time Social Worker II (replacement)</i>	<i>Effective December 28, 2015</i>
<i>Todd Foreman, Full-time Eligibility Referral Specialist II (replace)</i>	<i>Effective January 4, 2016</i>

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

**TRANSIT - AMEND MOTION TO CORRECT PAY RATE – JOANNA BRACE – TRANSIT DRIVER SUPERVISOR**

*Director Mike Kasper explained that this motion is to correct the rate of pay for Ms. Brace, as she will be continuing at her current rate until the completion of her probationary period.*

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to amend the motion from December 22, 2015 to read: approve hiring JoAnna Brace to the position of Transit Driver Supervisor (#2207) to be effective February 1, 2016 at her current rate of \$18.49 per hour. After the successful completion of a 180 day probationary period the rate will increase to \$18.97 per hour.*

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

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**DEPARTMENT OF WATER RESOURCES – SERVICE CONTRACT AGREEMENTS**

*Director Gerard Morgan explained the service contract agreements, noting that this is only a portion of them and while the first three are only a one year contract, and the remaining for either a two year or three year agreement. Mr. Morgan stated that only 25% of the total contract value approved were used. These are put into place, and if we need to use them are ready, but often put out an RFP and go with the best company.*

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the service Contract Agreement with Fredebaugh Well Drilling, Incorporated to perform well and well pump services as needed at various water facilities within the department for the Year 2016 in an amount not to exceed \$5,000.00.*

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

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the service Contract Agreement with North Shore Pump and Equipment Company to perform pump maintenance within the department for the Year 2016 in an amount not to exceed \$5,000.00.*

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

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the service Contract Agreement with Workman Industrial Services, Incorporated to perform emergency rehabilitation and improvements as needed at various wastewater treatment plants within the department for the Year 2016 in an amount not to exceed \$20,000.00.*

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

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the service Contract Agreement with Auburn Fence Corporation to perform fence repair, replacement, and installation as needed at various locations within the department for the Years 2016 and 2017 in an amount not to exceed \$5,000.00 (\$2,500.00 per year).*

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

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the service Contract Agreement with Vallo Tree Service to perform tree removal services, including after storm damage, at various locations within the department for the Years 2016 and 2017 in an amount not to exceed \$3,000.00 (\$1,500.00 per year).*

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

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the service Contract Agreement with DeBord Plumbing and Heating Company, Incorporated d.b.a. Benjamin Franklin Plumbing to perform annual testing of Backflow Prevention Devices at the corner of Holbrook/South Franklin Street and Chagrin River Road/South Franklin Street per requirements with the City of Cleveland, for the Years 2016, 2017 and 2018 in the amount of \$5,165.55 (\$1,721.85 per year).*

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

*Motion:*        *by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the service Contract Agreement with Benjamin Franklin Plumbing to perform emergency plumbing repairs as needed at various locations within the department for the Years 2016, 2017 and 2018 in an amount not to exceed \$7,500.00 (\$2,500.00 per year).*

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

*Motion:*        *by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the service Contract Agreement with Debord's One Hour Heating and Air Conditioning to perform HVAC services as needed at various locations within the department for the Years 2016, 2017 and 2018 in an amount not to exceed \$7,500.00 (\$2,500.00 per year).*

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

*Motion:*        *by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the service Contract Agreement with Geauga Door Sales and Services, Incorporated to perform door repair services as needed at various locations within the department for the Years 2016, 2017 and 2018 in an amount not to exceed \$6,000.00 (\$2,000.00 per year).*

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

*Motion:*        *by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the service Contract Agreement with Tim Frank Septic Tank Cleaning Company to perform emergency sludge hauling and vactor services within the department for the Years 2016, 2017 and 2018 in an amount not to exceed \$30,000.00 (\$10,000.00 per year).*

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

*Motion:*        *by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the service Contract Agreement with C.U.E. Excavating Contractors to perform general excavating services as needed at various wastewater locations within the department for the Years 2016, 2017 and 2018 in an amount not to exceed \$30,000.00 (\$10,000.00 per year).*

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

*Motion:*        *by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the service Contract Agreement with C.U.E. Excavating Contractors to perform general excavating services as needed at various water locations within the department for the Years 2016, 2017 and 2018 in an amount not to exceed \$30,000.00 (\$10,000.00 per year).*

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

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*Motion:* by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the service Contract Agreement with Yarnell Tree Company to perform tree removal services at various wastewater locations, including after storm damage within the department for the Years 2016, 2017 and 2018 in an amount not to exceed \$4,500.00 (\$1,500.00 per year).

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

*Motion:* by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the service Contract Agreement with Yarnell Tree Company to perform tree removal services at various water locations, including after storm damage within the department for the Years 2016, 2017 and 2018 in an amount not to exceed \$4,500.00 (\$1,500.00 per year).

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

*Motion:* by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the service Contract Agreement with Ohio Pump to perform pump repair services at various wastewater treatment plants and lift stations within the department for the Years 2016, 2017 and 2018 in an amount not to exceed \$15,000.00 (\$5,000.00 per year).

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

**COMMISSIONERS OFFICE – CANCEL SESSION DUE TO ANNUAL MEETING REQUIRED PER O.R.C.**

*Motion:* by Commissioner Rear, seconded by Commissioner Spidalieri to cancel session for Tuesday, January 12, 2016 due to the meeting being held on Monday, January 11, 2016 as required pursuant to the O.R.C.

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

**COMMISSIONERS OFFICE – CANCEL SESSION DUE TO HOLIDAY AND SCHEDULE REGULAR MEETING**

*Commissioners Clerk Christine Blair asked the Board to cancel session the day after the holiday and to schedule a regular meeting on Thursday that same week so there is not too large of a gap between the 11<sup>th</sup> and the 26<sup>th</sup> meetings.*

*Motion:* by Commissioner Rear, seconded by Commissioner Spidalieri to cancel session for Tuesday, January 19, 2016 due to the Martin Luther King, Jr. Holiday.

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

*Motion:* by Commissioner Rear, seconded by Commissioner Spidalieri to schedule a regular session for Thursday, January 21, 2016 at 9:00 a.m.

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

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COMMISSIONERS' OFFICE – LETTER TO JUDGE TIMOTHY J. GRENDELL

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute a letter to Judge Timothy J. Grendell, responding to his letter dated December 30, 2015.*

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

ACKNOWLEDGEMENTS

- a) The Monthly Financial Report from the County Building Department for the month of November, 2015.*
- b) A weekly report filed by the County Dog Warden of all dogs seized, impounded, redeemed or destroyed for the week ending December 23, 2015 as required by O.R.C. 955.12.*
- c) The appointment of Linda J. O'Brien to the Russell Township Park District made by Judge Timothy J. Grendell.*
- d) The reappointment of Albert H. Parker aka Al Parker to the Chester Township Park District made by Judge Timothy J. Grendell.*
- e) The reappointment of Lance S. Yandell to the Chester Township Park District made by Judge Timothy J. Grendell.*

OTHER

*The Board reviewed upcoming events.*

MEETINGS

*Wed., 1/6 NOC COG meeting, 1:30 p.m. 470 Center St. Building #8 Meeting Room*

*Fri., 1/8 – Sun., 1/10 Some of the Commissioners will attend the Fair Managers Convention in Columbus, Ohio*

*Mon., 1/11 The Commissioners will hold regular session at 9:00 a.m. that will include their Annual Re-Organization Meeting.*

*Tue., 1/12 The regularly scheduled Commissioners meeting is cancelled*

*Mon., 1/18 County offices will be closed for general business due to Martin Luther King Jr. holiday. Twenty-four hour operations will continue to operate as usual.*

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***BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD***

*Motion:*        *by Commissioner Rear, seconded by Commissioner Spidalieri to adjourn the meeting at 9:33 a.m.*

*Geauga County Board of Commissioners*

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*Walter M. Claypool*

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*Ralph Spidalieri*

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*Blake A. Rear*

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*Christine Blair, Commissioners' Clerk*



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