

Commissioners' Journal
January 15, 2019

The Geauga County Board of Commissioners met in session on January 15, 2019 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, Timothy C. Lennon opened the meeting at 9:08 a.m. by leading the Board and audience in reciting the Pledge of Allegiance.

MEETING MINUTES

Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to approve and execute the minutes for the meeting of January 3, 2019.

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

Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to approve and execute the minutes for the meeting of January 8, 2019.

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

FINANCIALS

County Administrator Gerard Morgan reported on financials from January 10, 2019, Resolution #19-007, as including an Appropriation transfer to the Department of Development (Building) equipment account for the purchase of a replacement vehicle; Supplemental Appropriations from the Sheriff's Office in the 911 fund equipment for purchases that were not completed and carried over from last year and in the Commissary fund salary accounts to move their part-time Commissary employee costs to within the fund; a Cash transfer from the General Fund to the Victim Witness Assistance fund for the local match on the VOCA grant; Travel request for the County Engineer's Office and a payment to the Geauga County Airport Authority for Reimbursement Request #3 for the Runway Lighting project; as approved by the County Administrator pursuant to Resolution #19-006 approved January 8, 2019 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 2019, as authorized by O.R.C. 305.30.

COMMISSIONERS OFFICE - COUNTY ADMINISTRATOR'S REPORT

Mr. Morgan reported on the items approved January 11, 2019 by the County Administrator, that included concurring with the Huntsburg Township Trustees in not requesting a hearing on the Liquor License being requested by Rolling Green Golf Club, Incorporated, Clubhouse, Pavilion, Storage, Maintenance Buildings and Golf Course located at 15900 Mayfield Road, Huntsburg (C STCK 7489449); as authorized by Resolution #19-006 under the direction and supervision of the County Commissioners that was approved January 8, 2019 pursuant to O.R.C. 305.30.

APPROVE FINANCIALS

Budget and Finance Manager Adrian Gorton explained the financials for today as including an Appropriation transfer to the County Engineer's General Fund payroll account for the transfer of tax map employees from the Auditor's Office; Cash transfers for the Board of Developmental Disabilities for gas well proceeds from October – December, out of the General Fund to the Sheriff's Victim of Crime fund for 2019 local match and from various funds including the General Fund for the December 2018 Windstream Bill; a Purchase Order for the Building Department to Preston Ford for a new model 2019 Ford Escape (replacement); Travel requests for the Commissioner's Office, County Engineer's Office, Job and Family Services and the Juvenile Court; Then and Now's for the Commissioners' Office to Skoda Minotti for the 2018 Forensic Accounting services that were not previously encumbered; for Job and Family Services to the Treasurer of State of Ohio for 2018 State JFS service and support and to Margaret Reda

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for 2018 mileage reimbursements from October and November as these amounts were not previously encumbered; a Purchase Order for Water Resources to Valley Ford Truck for two (2) new model 2019 Ford F150 4x4 extended cab trucks for plant operator vehicles; a payment to NOACA for the balance of the 2019 dues (increase) in the amount of \$8,560.00; a payment to Kent Marks Home Improvements for the Department of Development (Community & Economic) for the Airport Toilet Rooms Renovation in the amount of \$46,040.64; a payment to Southeastern Equipment for the County Engineer's Office for a Case 721G Articulated Loader in the amount of \$90,074.04; a payment to Garland DBS for the Maintenance Department for the Roof at the Safety Center in the amount of \$92,669.70; and a Revenue Certification for Job and Family Services to adjust which accounts funds are being deposited into for 2019.

There was a brief discussion about the Then and Now for Skoda Minotti and the amount of this being \$29,411.80 with approximately \$50,000.00 in total being spent. The Board asked if they could receive a copy of the report of the findings from the investigation.

Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to approve and execute Resolution #19-008 itemizing the financials for the meeting of January 15, 2019.

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

COMMISSIONERS OFFICE – DISTRIBUTE BALANCE IN DOMESTIC VIOLENCE FUND TO WOMENSAFE

Mr. Gorton explained that Womensafe is the local agency designated to receive these funds, in accordance with O.R.C., adding that a percentage from marriage and divorce fees are set aside into this account and these are the funds that are distributed. Mr. Gorton stated that the report was submitted to the State. Commissioner Spidalieri inquired if the funds could be split with another agency, inquiring if Job and Family Services may know of another agency for some of these funds. Nancy Seelbach stated that we could look further but Womensafe is the agency that primarily handles this.

Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to request the County Auditor to distribute the balance in the Domestic Violence Fund (2070) to Womensafe, the local agency designated by the Commissioners to receive such monies. This allocation is to be paid pursuant to Section 3113.34 of the O.R.C. for the 2018 year, in the amount of \$15,656.67.

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

COMMON PLEAS COURT – APPROVE USE OF CREDIT CARDS FOR 2019

Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to approve the use of Credit Cards for the 2019 year and further authorize the President of the Board to execute the Application for Authorization to Permit Use per O.R.C. 301.27 for a Geauga Credit Union Visa in the maximum amount of \$1,500.00 per month per person for Judge Carolyn Paschke, Judge David Ondrey and Joanne Monaco.

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

SHERIFF'S OFFICE – OHIO OFFICE OF CRIMINAL JUSTICE SERVICES VAWA GRANTS – PRE-AWARD CONDITIONS AND STANDARD ASSURANCES – (#2018-WF-VA2-8214 AND #2018 – WF-VA2-8214A)

Sheriff Scott Hildenbrand explained that these are the pre-award conditions and standard assurances for the Violence Against Women Act, that primarily covers the salary of Ms. Jordan.

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Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to approve and authorize the President of the Board to execute the Ohio Office of Criminal Justice Services VAWA Grant (STOP Violence Against Women Act) Pre-award Conditions and Standard Assurances forms for Grant #2018-WF-VA2-8214 in the amount of \$62,246.82 (\$46,685.11 from OCJS and \$15,561.71 local County match) and for Grant #2018-WF-VA2-8214A in the amount of \$17,691.66 (\$13,268.74 from OCJS and \$4,422.92 local County match). These grants are for the period January 1, 2019 through December 31, 2019.

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

*DEPARTMENT OF DEVELOPMENT (COMMUNITY & ECONOMIC) – UPDATED
ACCOUNTING FORMS AUTHORIZATION – PAYROLL AUTHORIZATION FORMS –
EFFECTIVE JANUARY 21, 2019*

It was noted that these are being done with an effective date based on staff changes and the date of the next meeting for approval.

Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to approve and authorize the President of the Board to execute the updated Accounting Forms Authorization and Payroll Authorization Forms to be effective January 21, 2019.

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

DEPARTMENT OF DEVELOPMENT – UPDATE

Executive Director Dave Favorite explained that with previous retirements and now subsequent resignations he wanted to provide an update on the divisions of the department.

The Community and Economic Development division primarily oversees the CDBG Allocation and Formula Grants that provide for the wellbeing of the residents. This is the second year of the two year grant for the projects that were approved including for the Board of Education at Berkshire Schools, the Airport, the DDC Clinic and the County for improvements to the Elevator. The County Home project was re-allocated towards the Plan. Mr. Favorite noted that we are approaching the time to re-apply for the next grant which involves advertising and holding Public Hearings and the applications received for the project are presented, the Board chooses the projects and then they are submitted to the State for the final approval.

Mr. Favorite went on to explain that the Revolving Loan Fund program currently has 14 outstanding loans with an outstanding balance of \$1.3 million but we also have \$1.4 million available to loan. Mr. Favorite stated that he wants to continue this program, that he wants to start marketing that program, starting with banks. The Local Revolving Loan Program has 5 loans outstanding with a balance due of \$491,000.00 with roughly \$100,000.00 available to lend.

Mr. Favorite stated that the administration of the Fair Housing program which requires to hold six meetings a year and is part of the responsibilities of the office. Mr. Favorite stated that immediately there is a lot of financial paperwork and reporting that needs to be completed. He stated that he has reached out to a consulting agency for a professional services agreement that includes a onetime assessment of current situation and immediate needs and then a not to exceed amount for monthly assistance with helping with day to day operation until the office can be staffed. Mr. Favorite expressed that he feels they need an office coordinator and a program administrator, and while in the process of hiring he wants to keep an eye for the future.

Mr. Favorite stated that he has reached out to the Ohio Department of Administrative Services to have a meeting to discuss the immediate reporting that needs to be completed and to discuss what needs to be completed.

Mr. Spidalieri stated that there are a few concerns, and inquired about the amount of CDBG grant funds are for the administration costs (to help cover salaries) and what the cost of the consultant is looking to be. Mr. Favorite explained that the one-time assessment is \$1,725.00

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and the first month is for 15 hours at \$2,300.00, and for assistance on the grant writing is an additional charge of \$115.00 per hour, which until the assessment is complete, he is unsure of what is needed. Mr. Morgan inquired if there had been any conversation about taking a break from the programs.

Mr. Favorite provided some information on Building that included 1,755 permits being issued in 2018, including 145 single family homes that generated in excess of \$466,000.00 in revenue. The total estimated construction of new development was in excess \$125 million dollars. In 2017 there were 1800 permits issued, including 169 new homes with a total estimated construction was \$123 million with revenue of about \$500,000.00.

Mr. Favorite stated that as of today there have been 6 new permits issued already. Big projects for this year include the Great Lakes Cheese expansion of 150,000 square feet, new Blazin' Bills, a new Medical Building of 9,300 square feet on 5th Avenue and the AquaDoc expansion of 5,000 square feet. There are no staffing issues currently but need to look at planning for the future including building inspectors.

Overall the strategic plan is progressing, and will be handled as a Competitive Sealed Proposal and when it gets moving there may be a need for additional resources. Mr. Favorite wants to move forward with marketing the County, and continue to work on the Business program and to continue managing the CIC.

There was a brief discussion about the strategic plans in their office and some confusion over the one being done by the Planning Commission. Mr. Spidalieri noted that Mr. Favorite has been through a lot of change in the office and appreciate the work he is doing.

DEPARTMENT OF JOB AND FAMILY SERVICES – FAMILY FIRST COUNCIL MUTUAL FUNDING AGREEMENT – JANUARY – JUNE, 2019

Executive Director Craig Swenson and Nancy Seelbach asked the Board to execute the first half of the 2019 Mutual Funding Agreement for the Family First Council. Ms. Seelbach offered to meet with them to explain in some detail about the program as it is unusual. This is a very important subject that is very sensitive and there is a good group that works together.

Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to approve and execute the Geauga County Family First Council Mutual Funding Agreement between the Geauga County Board of Commissioners, Geauga County Job and Family Services, Geauga County Board of Developmental Disabilities and the Geauga County Board of Mental Health and Recovery Services for funding of the Geauga County Family First Council for the Period January 1, 2019 through June 30, 2019. This Agreement commits the Board of County Commissioners to provide a support payment of \$42,484.00 from the General Fund.

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

DEPARTMENT OF WATER RESOURCES – UPDATED ACCOUNTING FORMS AUTHORIZATION - PAYROLL AUTHORIZATION FORMS

Director Steven Oluic asked the Board to execute the updated Accounting Forms and Payroll Authorization forms due to recent staffing changes.

Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to approve and authorize the President of the Board to execute the updated Accounting Forms Authorization and Payroll Authorization Forms.

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

MAINTENANCE – SERVICE CONTRACT AGREEMENTS – ADVANCED MECHANICAL – BACKFLOW DEVICES – TWO YEARS

Director Glen Vernick asked the Board to execute the service Contract Agreements for the inspection and maintenance for the Backflow Devices. Mr. Vernick noted that these are for two

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years and they didn't use all of the funds allocated on the last contracts.

Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to approve and execute the service Contract Agreement with Advanced Mechanical to perform Inspections and Maintenance Services for various Geauga County Backflow Devices for a two year period, February 8, 2019 through February 7, 2021 in an amount not to exceed \$14,000.00.

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

Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to approve and execute the service Contract Agreement with Advanced Mechanical to perform Inspections and Maintenance Services for the Geauga County Safety Center Backflow Devices for a two year period, February 8, 2019 through February 7, 2021 in an amount not to exceed \$5,000.00.

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

***There was a brief discussion about the heating system at the Department on Aging and that they were hoping to get it completed on Thursday as it is a rooftop unit that requires a crane. The units currently on the roof are twenty-three to twenty-five years old.*

Commissioner Lennon wanted to make a comment about a recent article in a paper regarding the facilities and was a misrepresentation of what was said. This Board has never made any comments about ruling anything out, having agreed to listen to the options the City of Chardon wants to present regarding the square and the Courthouse. Mr. Spidalieri and Mr. Dvorak both agreed with Mr. Lennon. The door has not been closed on a certain direction, that at this time all the cards are on the table.

Mr. Spidalieri added that he wanted to re-look at the option of a newsletter, not a newspaper but that gives them the option of getting a message out, either with social media or through the website. Mr. Dvorak added that it would be a good way to get the facts out there. Mr. Lennon agreed that the Board needs a way to communicate. Mr. Spidalieri has some ideas and wants to get with Mr. Morgan and that the cost can be controlled.

ACKNOWLEDGEMENTS

- a) The Monthly Financial Report from the County Building Department for the month of December, 2018.*
- b) A weekly report filed by the County Dog Warden of all dogs seized, impounded, redeemed or destroyed for the weeks ending December 19, 2019 and January 2, 2019 as required by O.R.C. 955.12.*
- c) A monthly report filed by the Geauga County Sheriff's Office of an account of expenses for the Prisoner Transport for the month ending December 2018 as required by O.R.C. 325.07.*

OTHER

The Board reviewed upcoming events.

MEETINGS

Fri., 1/18 NOACA External Affairs 8:30 a.m., Policy 10:00 a.m., Planning & Program 11:30 a.m., Cleveland

*Mon., 1/21 **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.***

Thu., 1/24 The Commissioners will hold regular session at 9:00 a.m.

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Mon., 1/28 Family First Council, 1:30 p.m. at Job and Family Services

Tue., 1/29 The Commissioners will hold regular session at 9:00 a.m.

Mon., 2/4 Board of Revision, 9:00 a.m. Auditor's Office

Tue., 2/5 The Commissioners will hold regular session at 9:00 a.m.

Fri., 2/8 NOACA Finance & Audit 8:30 a.m., Governance 10:00 a.m., Executive 11:30 a.m., Cleveland

Mon. 2/11 – Wed. 2/13 New Member Training, Columbus, Ohio

Tue., 2/12 Planning Commission meeting at 7:30 a.m. in the Planning Commission meeting room, Bldg. #1C, 470 Center Street, Chardon

Tue., 2/12 The Commissioners will hold regular session at 9:00 a.m.

BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD

Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to adjourn the meeting at 9:55 a.m.

Geauga County Board of Commissioners

Timothy C. Lennon

Ralph Spidalieri

James W. Dvorak

Christine Blair, Commissioners' Clerk

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