

Commissioners' Journal
December 13, 2018

The Geauga County Board of Commissioners met in session on December 13, 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 9:09 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 November 15, 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 November 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>

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute the minutes for the meeting of November 27, 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>

FINANCIALS

County Administrator David Lair reported on financials from December 6, 2018, Resolution #18-161, as including an Appropriation transfer for the County Engineer's Office to their Storm Water Management Fund salaries account; and an Appropriation transfer for Job and Family Services Public Assistance Fund into their hospitalization account; as approved by the County Administrator pursuant to Resolution #18-077 approved June 5, 2018 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 2018, as authorized by O.R.C. 305.30.

COMMISSIONERS OFFICE- COUNTY ADMINISTRATOR'S REPORT

Mr. Lair reported on the items approved December 11, 2018 by the County Administrator, that included for the Department of Water Resources, approving the hire of Kathleen Miller to the position of Fiscal Specialist, (#2337) to be effective January 7, 2019 at the rate of \$19.10 per hour with a one year probationary period. This offer of employment is contingent upon the successful completion of the required pre-employment conditions; as 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 a Cash transfer from the General Fund to the Health Department for the annual filing fee certification; a Cash transfer from various funds including the General Fund to pay the November 2018 Windstream bill; a Then and Now for ADP for Support and Update licensing expenses from Tyler Technologies; a Then and Now for the Dog Warden for landscaping services from Louie's Landscape and Tree; a Then and Now for the County Engineer's Office for the use of Municipal Road Funds for the Claridon Road Improvement Project to the City of Chardon; and a Then and Now for Job and Family Services to ADP for IT services during 2018;

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a payment to Maximus, Incorporated for the 2019 Cost Allocation Plan in the amount of \$11,000.00; a payment to Chagrin Valley Paving for the County Engineer's Office for road resurfacing projects in the amount of \$247,700.11; a Revenue Certification for the Common Pleas Court for TCAP funds; and a Revenue De-Certification for Job and Family Services for revenue not received in the Workforce Investment Fund.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute Resolution #18-162 itemizing the financials for the meeting of December 13, 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 – RESOLUTION REQUESTING THE ESTABLISHMENT OF A CAPITAL PROJECTS FUND

Mr. Gorton asked the Board to approve a resolution to establish a new capital projects fund that will be able to be used for construction or renovation but will also allow us to take the money out if not used.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute Resolution #18-163 Requesting the Establishment of a Capital Projects Fund, for the tracking of revenue and expenses related to construction or improvement of county property, pursuant to and as allowed by O.R.C. Section 5705.13(c) and further request the Auditor seek approval and creation of the fund from Auditor of the State of Ohio.

Board of County Commissioners, Geauga County, Ohio

Date: December 13, 2018

Resolution: #18-163

***A RESOLUTION REQUESTING THE ESTABLISHMENT OF A CAPITAL PROJECTS FUND
PURSUANT TO AND AS ALLOWED BY SECTION 5705.13(C) OF THE OHIO REVISED
CODE; AND FURTHER REQUESTING THAT THE AUDITOR OF GEAUGA COUNTY, OHIO,
SEEK APPROVAL OF SUCH FUND CREATION OF THE AUDITOR OF THE
STATE OF OHIO***

WHEREAS, it is the desire of the Geauga County Commissioners that, pursuant to Section 5705.13(C) of the Ohio Revised Code, there be established within the appropriations of the County a Capital Projects Fund for the purpose of accumulating resources for the acquisition, construction, or improvement of fixed assets of the County, including, but not limited to, such capital assets as are identified in an "Exhibit A" which has been appended hereto, and, by reference incorporated herein and made part hereof; and

WHEREAS, the establishment and existence of this new Fund will facilitate the accumulation of resources for such purposes and the tracking of all income and expenses associated with the construction of new buildings and/or renovations and improvements of existing buildings or properties that are owned by Geauga County, or which may be acquired by the County hereafter; and

WHEREAS, the source of money which shall be accumulated in said Fund shall be grants, loans, or other issuance of debt incident to any such permissible acquisition, construction or improvement of fixed assets of the County, the recognition of income, thereupon, as well as transfers from other funds of the County, including its General Fund as is permitted by law; and

WHEREAS, the amount of money to be deposited in said Fund in each calendar year shall not exceed the limitations set forth in Section 5705.13 of the Ohio Revised Code; and

WHEREAS, money shall not be accumulated in said Fund for a period in excess of ten (10) years from the date of passage of this Resolution; and

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WHEREAS, the Board of Commissioners of Geauga County, Ohio, shall retain the authority and discretion under Section 5705.13, at any time after the creation of the Fund, by Resolution of said body, to rescind said Fund; and

WHEREAS, upon the expiration of the said ten year period, or the rescission of the Fund by action of the Board of Commissioners, the fiscal officer of the County shall transfer any and all moneys held and remaining in said Fund to the fund or funds from which said money originally was transferred to the Fund; and

WHEREAS, the accounts will include standard expense accounts including but not limited to those for contract, project and land purchase related expenses as well as any legal expenses, transfers or equipment required to complete such a project; and

NOW THEREFORE BE IT RESOLVED, that the Board of County Commissioners does hereby request that the Geauga County Auditor establish a Capital Improvements Fund pursuant to and as is permitted by Section 5705.13 of the Ohio Revised Code and as described above, and that the County Auditor petition the Auditor of the State of Ohio for the approval of the creation of said Fund.

Exhibit A:

1. To provide for the construction of new buildings on county-owned property, which shall include, and not be limited to, the following locations:
 - 470 Center St., Chardon, Ohio
 - Properties along Main Street, Court Street, E. Park Street, or otherwise located in the City of Chardon, Ohio
 - Permanent Parcel # 10-709609, South Street, Chardon, Ohio
 - Properties along Ravenna Rd., Aquilla Rd., Ravenwood Dr., and Merritt Rd. in Munson and Claridon Townships
 - any other county-owned property located in or outside of Geauga County, Ohio.
2. The renovations, additions, improvements or operations of any nature to county buildings, which shall include, and not be limited to, buildings at the following locations:
 - 470 Center St., Chardon, Ohio
 - Properties along Main Street, Court Street, E. Park Street, or otherwise located in the City of Chardon, Ohio
 - Permanent Parcel # 10-709609, South Street, Chardon, Ohio
 - Properties along Ravenna Rd., Aquilla Rd., Ravenwood Dr., and Merritt Rd. in Munson and Claridon Townships
 - any other county-owned property, buildings and/or structures of any nature located in or outside of Geauga County, Ohio.
3. Real property, buildings, and/or structures of any other nature which may be acquired by the county in the future to house county offices, departments, other operations of the county, or for any other purpose whatsoever, and which may be or is/are constructed, enlarged, renovated and/or otherwise improved.
4. This exhibit is intended to be interpreted in the broadest sense possible to include, and not be limited to, any real property purchases and/or construction or other projects of any nature, whatsoever, contemplated and/or undertaken by the county.

<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>

AUDITOR'S OFFICE – LETTER OF UNDERSTANDING – AUDITOR OF STATE OF OHIO – LOCAL GOVERNMENT SERVICES FOR THE COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)

Clerk Christine Blair noted that this is a new letter of understanding with the State Auditor's Office to extend out through 2020 due to an anticipation of an increase in 2019. Mr. Lair noted that they prepare the financial statement that the staff at the Auditor's Office just doesn't have

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the time to complete.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute a Letter of Understanding with the Auditor of the State of Ohio for services to be provided by the Local Government Services Section of the Office of the Auditor of State (LGS) to Geauga County for basic financial statements and the Comprehensive Annual Financial Report (CAFR) extending the current agreement for the years ending December 31, 2018, December 31, 2019 to include the year ending December 31, 2020 in an amount not to exceed \$30,000.00 per year.

<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>

COUNTY ENGINEER'S OFFICE – RESOLUTION TO IMPROVE RAPIDS ROAD – TROY TOWNSHIP

Deputy Engineer Shane Hajjar explained that these projects will be completed in 2019, that include Asphalt Resurfacing, a Bridge, Pavement markings and some improvements. Mr. Hajjar presented a map that showed current projects completed in 2018 and those anticipated for 2019. There was some discussion about the Washington Street and Haskins Road intersection that after completing traffic studies, they will be installing a traffic signal. There was a brief discussion about the funding being granted for road safety projects that will assist with buggy lanes for the Amish.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute Resolution #18-164 to Improve Rapids Road (CH 1, Sections A-C) in Troy Township.

Board of County Commissioners, Geauga County, Ohio

Date: December 13, 2018

Resolution: #18-164

**RESOLUTION TO IMPROVE RAPIDS ROAD (CH 1), SECTIONS A-C
IN TROY TOWNSHIP**

WHEREAS, the Board of County Commissioners of Geauga County (Board) has determined the public convenience and welfare requires the improvement to Rapids Road (CH 1), Sections A-C from Portage County Line to Main Market Road (US 422) in accordance with Section 5555.022 of the Ohio Revised Code.

NOW, THEREFORE, BE IT RESOLVED by the Board that the public convenience and welfare requires the improvements by constructing and reconstructing culverts, performing drainage improvements, subgrade stabilization, asphalt resurfacing and improving the shoulders and related improvements as necessary.

BE IT FURTHER RESOLVED that the Geauga County Engineer is hereby directed to complete necessary surveys, plans, profiles, cross sections, estimates of cost and specifications as required for the improvements and to transmit copies of the same to this Board at the time such plans are completed.

BE IT FURTHER RESOLVED that special assessments to real estate will not be assessed to cover the damages, costs and expenses of constructing this improvement and that the compensation, damages, costs and expenses of constructing said improvement shall be appointed as follows:

The engineering and right of way costs shall be paid from local roadway improvement funding sources. The construction costs shall be paid from local roadway improvement funds and any federal aid or state grants that may be secured for the project.

BE IT FURTHER RESOLVED that if preliminary designs show that the project cannot be built within the current right of way, pursuant to Section 5555.09 of the Ohio Revised Code, the

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Geauga County Engineer is granted permission to negotiate with owners to secure the lands, right-of-way, easements or work agreements required for the improvement.

BE IT FURTHER RESOLVED that the Board Clerk is hereby directed, upon the filing of the plans, specifications, estimates, etc., for the improvement by the County Engineer, to schedule a time at a regular meeting of the Board of Commissioners for the Board to review the copies of the surveys, plans, profiles, cross sections, estimates and specifications for the improvement.

BE IT FURTHER RESOLVED that the Board Clerk is hereby instructed to transmit a certified copy of this resolution to the Troy Township Board of Trustees and the Geauga County Engineer.

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

**COUNTY ENGINEER'S OFFICE – RESOLUTION TO IMPROVE CLAY STREET –
MONTVILLE AND THOMPSON TOWNSHIPS**

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute Resolution #18-165 to Improve Clay Street (CH 37, Sections G-J) in Montville and Thompson Townships.

Board of County Commissioners, Geauga County, Ohio

Date: December 13, 2018

Resolution: #18-165

**RESOLUTION TO IMPROVE CLAY STREET (CH 37), SECTIONS G-J
IN MONTVILLE AND THOMPSON TOWNSHIPS**

WHEREAS, the Board of County Commissioners of Geauga County (Board) has determined the public convenience and welfare requires the improvement to Clay Street (CH 37), Sections G-J from G.A.R Highway (US 6) to Rock Creek Road (SR 166) in accordance with Section 5555.022 of the Ohio Revised Code.

NOW, THEREFORE, BE IT RESOLVED by the Board that the public convenience and welfare requires the improvements by constructing and reconstructing culverts, performing drainage improvements, subgrade stabilization, asphalt resurfacing and improving the shoulders and related improvements as necessary.

BE IT FURTHER RESOLVED that the Geauga County Engineer is hereby directed to complete necessary surveys, plans, profiles, cross sections, estimates of cost and specifications as required for the improvements and to transmit copies of the same to this Board at the time such plans are completed.

BE IT FURTHER RESOLVED that special assessments to real estate will not be assessed to cover the damages, costs and expenses of constructing this improvement and that the compensation, damages, costs and expenses of constructing said improvement shall be appointed as follows:

The engineering and right of way costs shall be paid from local roadway improvement funding sources. The construction costs shall be paid from local roadway improvement funds and any federal aid or state grants that may be secured for the project.

BE IT FURTHER RESOLVED that if preliminary designs show that the project cannot be built within the current right of way, pursuant to Section 5555.09 of the Ohio Revised Code, the Geauga County Engineer is granted permission to negotiate with owners to secure the lands, right-of-way, easements or work agreements required for the improvement.

BE IT FURTHER RESOLVED that the Board Clerk is hereby directed, upon the filing of the plans, specifications, estimates, etc., for the improvement by the County Engineer, to schedule a time at a regular meeting of the Board of Commissioners for the Board to review the copies of the surveys, plans, profiles, cross sections, estimates and specifications for the improvement.

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BE IT FURTHER RESOLVED that the Board Clerk is hereby instructed to transmit a certified copy of this resolution to the Montville and Thompson Townships Board of Trustees and the Geauga County Engineer.

<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>

COUNTY ENGINEER'S OFFICE – RESOLUTION TO IMPROVE TAYLOR WELLS ROAD – BURTON AND CLARIDON TOWNSHIPS

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute Resolution #18-166 to Improve Taylor Wells Road (CH 28, Section A) in Burton and Claridon Townships.

Board of County Commissioners, Geauga County, Ohio

Date: December 13, 2018

Resolution: #18-166

*RESOLUTION TO IMPROVE TAYLOR WELLS ROAD (CH 28), SECTION A
IN BURTON AND CLARIDON TOWNSHIPS*

WHEREAS, the Board of County Commissioners of Geauga County (Board) has determined the public convenience and welfare requires the improvement to Taylor Wells Road (CH 28), Section A from Claridon Troy Road (CH 3) to Mayfield Road (US 322) in accordance with Section 5555.022 of the Ohio Revised Code.

NOW, THEREFORE, BE IT RESOLVED by the Board that the public convenience and welfare requires the improvements by constructing and reconstructing culverts, performing drainage improvements, subgrade stabilization, asphalt resurfacing and improving the shoulders and related improvements as necessary.

BE IT FURTHER RESOLVED that the Geauga County Engineer is hereby directed to complete necessary surveys, plans, profiles, cross sections, estimates of cost and specifications as required for the improvements and to transmit copies of the same to this Board at the time such plans are completed.

BE IT FURTHER RESOLVED that special assessments to real estate will not be assessed to cover the damages, costs and expenses of constructing this improvement and that the compensation, damages, costs and expenses of constructing said improvement shall be appointed as follows:

The engineering and right of way costs shall be paid from local roadway improvement funding sources. The construction costs shall be paid from local roadway improvement funds and any federal aid or state grants that may be secured for the project.

BE IT FURTHER RESOLVED that if preliminary designs show that the project cannot be built within the current right of way, pursuant to Section 5555.09 of the Ohio Revised Code, the Geauga County Engineer is granted permission to negotiate with owners to secure the lands, right-of-way, easements or work agreements required for the improvement.

BE IT FURTHER RESOLVED that the Board Clerk is hereby directed, upon the filing of the plans, specifications, estimates, etc., for the improvement by the County Engineer, to schedule a time at a regular meeting of the Board of Commissioners for the Board to review the copies of the surveys, plans, profiles, cross sections, estimates and specifications for the improvement.

BE IT FURTHER RESOLVED that the Board Clerk is hereby instructed to transmit a certified copy of this resolution to the Burton and Claridon Townships Board of Trustees and the Geauga County Engineer.

<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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COUNTY ENGINEER'S OFFICE – RESOLUTION TO IMPROVE INTERSECTION OF
WASHINGTON STREET AND HASKINS ROAD – BAINBRIDGE TOWNSHIP

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute Resolution #18-167 to Improve the Intersection of Washington Street and Haskins Road in Bainbridge Township.

Board of County Commissioners, Geauga County, Ohio

Date: December 13, 2018

Resolution: #18-167

**RESOLUTION TO IMPROVE THE INTERSECTION OF WASHINGTON STREET AND
HASKINS ROAD IN BAINBRIDGE TOWNSHIP**

WHEREAS, the Board of County Commissioners of Geauga County (Board) has determined the public convenience and welfare require the installation and construction of a traffic control signal device at the intersection of Washington Street (CH 606) and Haskins Road (TR 191) in Bainbridge Township in accordance with Section 5555.022 of the Ohio Revised Code.

NOW, THEREFORE, BE IT RESOLVED by the Board that the public convenience and welfare requires the improvements by constructing a traffic signal and all appurtenances including drainage and shoulder improvements, as necessary.

BE IT FURTHER RESOLVED that the Geauga County Engineer is hereby directed to complete necessary surveys, plans, profiles, cross sections, estimates of cost and specifications as required for the improvements and to transmit copies of the same to this Board at the time such plans are completed.

BE IT FURTHER RESOLVED that special assessments to real estate will not be assessed to cover the damages, costs and expenses of constructing this improvement and that the compensation, damages, costs and expenses of constructing said improvement shall be appointed as follows:

The engineering and right of way costs shall be paid from local roadway improvement funding sources. The construction costs shall be paid from local roadway improvement funds and any federal aid or state grants that may be secured for the project.

BE IT FURTHER RESOLVED that if preliminary designs show that the project cannot be built within the current right of way, pursuant to Section 5555.09 of the Ohio Revised Code, the Geauga County Engineer is granted permission to negotiate with owners to secure the lands, right-of-way, easements or work agreements required for the improvement.

BE IT FURTHER RESOLVED that the Board Clerk is hereby directed, upon the filing of the plans, specifications, estimates, etc., for the improvement by the County Engineer, to schedule a time at a regular meeting of the Board of Commissioners for the Board to review the copies of the surveys, plans, profiles, cross sections, estimates and specifications for the improvement.

BE IT FURTHER RESOLVED that the Board Clerk is hereby instructed to transmit a certified copy of this resolution to the Bainbridge Township Board of Trustees and the Geauga County Engineer.

<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>

COUNTY ENGINEER'S OFFICE – RESOLUTION TO IMPROVE VARIOUS SECTIONS OF
COUNTY ROADS BY APPLYING PAVEMENT MARKINGS, YEAR 2019

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute Resolution #18-168 to Improve Various Sections of County Roads by Applying Pavement Markings, Year 2019.

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Board of County Commissioners, Geauga County, Ohio

Date: December 13, 2018

Resolution: #18-168

**RESOLUTION TO IMPROVE VARIOUS SECTIONS OF COUNTY ROADS
BY APPLYING PAVEMENT MARKINGS, YEAR 2019**

WHEREAS, the Board of County Commissioners of Geauga County (Board) has determined that the public convenience and welfare require safety improvements on various county roads in accordance with Section 5555.22 of the Ohio Revised Code; and

WHEREAS, this Board acknowledges that pavement markings must be maintained on county highways in Geauga County for safety reasons.

NOW, THEREFORE, BE IT RESOLVED by the Board that the public convenience and welfare require an improvement to various highways by applying pavement markings to county highways within the County as determined necessary by the Geauga County Engineer.

BE IT FURTHER RESOLVED that the Geauga County Engineer is hereby directed to complete necessary surveys, plans, profiles, cross sections, estimates of cost and specifications as are required for the improvement and to transmit copies of the same to this board at the time such plans are completed.

BE IT FURTHER RESOLVED that special assessments to real estate will not be assessed to cover the damages, costs and expenses of constructing this improvement and that the compensation, damages, costs and expenses of constructing said improvement shall be appointed as follows:

The engineering and right of way costs shall be paid from local roadway improvement funding sources. The construction costs shall be paid from local roadway improvement funds and any federal and/or state grants and/or loans that may be secured for the project.

BE IT FURTHER RESOLVED that if preliminary designs show that the project cannot be built within the current right of ways of the county highways, pursuant to Section 5555.09 of the Ohio Revised Code, the Geauga County Engineer is granted permission to negotiate with owners to secure the lands, right-of-way, easements or work agreements required for the improvement.

BE IT FURTHER RESOLVED that the Board Clerk is hereby directed, upon the filing of the plans, specifications, estimates, etc., for the improvement by the County Engineer, to schedule a time at a regular meeting of the Board of Commissioners for the Board to review the copies of the surveys, plans, profiles, cross sections, estimates and specifications for the improvement.

BE IT FURTHER RESOLVED that the Board Clerk is hereby instructed to transmit a certified copy of this resolution to the Geauga County Engineer.

<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 – WAIVE MAXIMUM VACATION ACCRUAL – SANDY MCLEOD

Assistant County Administrator Gerard Morgan asked the Board to waive the maximum vacation accrual for Ms. McLeod for eight pay periods, as she is down two staff members and cannot take time off and has already lost some time.

Motion: by Commissioner Lennon, seconded by Commissioner Claypool to waive the maximum vacation accrual of two hundred hours for Sandy McLeod, Senior Center Coordinator effective with payroll period #26 through payroll #7 in 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>

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DEPARTMENT OF DEVELOPMENT (COMMUNITY & ECONOMIC) – UPDATED
ACCOUNTING FORMS AUTHORIZATION AND PAYROLL AUTHORIZATION FORMS

Ms. Blair explained that after Ms. Conrad left that Ms. Gillenwater had not been included for accounting and payroll forms with the Auditor's Office.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon 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 Claypool</i>	<i>Aye</i>
	<i>Commissioner Lennon</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Aye</i>

DEPARTMENT OF JOB AND FAMILY SERVICES – APPROVE SUBMISSION OF PY2019
PERCENTAGE OF INCOME PAYMENT PLAN PROGRAM ADMINISTRATIVE GRANT

Rex Brobst asked the Board to approve the submission of their PIPP administrative grant for 2019.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve the submission of the PY2019 Percentage of Income Payment Plan Program (PIPP) Administrative Grant in the amount of \$6,726.00.

<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>

MAINTENANCE – NEOPOST, INCORPORATED PURCHASE AGREEMENT, MAINTENANCE
AND METER

Director Glen Vernick explained that the current postage machine is just over five years old and has processed over one million pieces of mail. Mr. Vernick noted that if they continue with the current machine the maintenance costs will increase over the next three years. They reviewed the options of purchase or lease and it proved to be that a purchase with maintenance agreement is the better option.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and authorize the President of the Board to execute the Neopost USA, Incorporated Purchase Agreement for the purchase of a IS6000 Postage Machine in the amount of \$15,703.00; on site equipment maintenance for a five year period in the amount of \$3,072 billed annually, beginning in the second year; and Meter Rental for a three year period in the amount of \$1,440.00 billed annually.

<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>

Local resident Diane Jones inquired about the cost of the ink supplies for this machine and how many ink cartridges they intend to use for this machine. Mr. Vernick noted that while a good question, the ink is supplied as part of the service agreement.

There was a brief discussion on postage usage over the last several years, noting that in 2014 there was about 202,000 pieces put through the machine, it dropped down to 178,000 and currently is at 121,000 pieces. Mr. Vernick stated that they send out quarterly statements to the departments to notify them of their usage.

Board of Elections and the Health department have their own machine. Job and Family Services had their own machine, but have since started to use the County machine. Health department has also expressed an interest. Mr. Vernick stated that they have also been looking at the bulk mailing options and whether it is cheaper to have it done outside or done in house.

COMMISSIONERS OFFICE – PLANNING COMMISSION APPOINTMENTS

Commissioner Claypool brought up that several positions on the Planning Commission will be coming due for re-appointment before the end of the year, and that he would make a motion to re-appoint Charles Stevens and Chester Miller, and expressed an interest for the third seat. Ms.

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Blair noted that it would be a three year term and that Mr. Miller requested that his reimbursement continue for his travel expenses. Commissioner Lennon brought up that he had been exploring other county planning departments and added that our planning has potential to be a lot more.

Motion: by Commissioner Claypool, seconded by Commissioner Lennon to re-appoint Charles Stevens and Chester Miller to the Planning Commission for a three year term, January 1, 2019 through December 31, 2021.

<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>

A separate motion was made by Mr. Lennon to appoint Mr. Claypool. Mr. Claypool noted that he would no longer be a Commissioner and would abstain on any vote.

Motion: by Commissioner Lennon, seconded by Commissioner Spidalieri to appoint Walter (Skip) Claypool to the Planning Commission for a three year term, January 1, 2019 through December 31, 2021.

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

COMMISSIONERS OFFICE – LAW LIBRARY RESOURCES BOARD RE-APPOINTMENT

Ms. Blair noted that Ms. Tuttle had requested to be re-appointed for the Law Library Resources Board.

Motion: by Commissioner Spidalieri, seconded by Commissioner Lennon to re-appoint Carol Tuttle to the Law Library Resources Board for a five year term, January 1, 2019 through December 31, 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>Aye</i>

There was a brief discussion about other Board appointments that will need to be made at the end of the year or in January. A question was asked regarding the makeup of the seats on the NOACA Board, and how they needed to change from the three Commissioners to two Commissioners and the County Engineer.

ACKNOWLEDGEMENTS

- a) The Monthly Financial Report from the County Building Department for the month of November, 2018*
- b) A weekly report filed by the County Dog Warden of all dogs seized, impounded, redeemed or destroyed for the week ending November 28, 2018 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 inmate meals for the month ending November 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 October 2018 as required by O.R.C. 325.07.*

OTHER

The Board reviewed upcoming events.

MEETINGS

Thu., 12/13 Investment Advisory Board, 9:15 a.m. Chambers

Fri., 12/14 NOACA, Board of Directors meeting, 9:00 a.m., Cleveland

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- Fri., 12/14 Community Improvement Corporation (CIC) Annual Luncheon, 12:00 p.m.
Guido's Generations Reception and Event Center*
- Mon., 12/17 Family First Council, 1:30 p.m. at Mental Health Offices*
- Tue., 12/18 The Commissioners will hold regular session at 9:00 a.m. that includes a public
hearing on the Petition for Regular Annexation of the First United Methodist
Church for acreage into the Village of Middlefield*
- Tue., 12/18 ADP Board meeting, 2:00 p.m. Auditor's Office*
- Mon., 12/24 **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., 12/25 **The County Offices will be closed for general business due to the Christmas
Holiday. Twenty-four hour operations will continue to operate as normal.***
- Thu., 12/27 The Commissioners will hold regular session at 9:00 a.m.*
- Mon., 12/31 **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., 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.***
- Thu., 1/3 The Commissioners will hold regular session at 9:00 a.m.*
- Tue., 1/8 Planning Commission meeting at 7:30 a.m. in the Planning Commission meeting
room, Bldg. #1C, 470 Center Street, Chardon*
- Tue., 1/8 The Commissioners will hold regular session at 9:30 a.m., this will include their
Annual Organization meeting.*

BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD

*Motion: by Commissioner Claypool, seconded by Commissioner Lennon to adjourn the
meeting at 10:09 a.m.*

Geauga County Board of Commissioners

Ralph Spidalieri

Timothy C. Lennon

Walter M. Claypool

Christine Blair, Commissioners' Clerk

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