

Commissioners' Journal
June 14, 2016

The Geauga County Board of Commissioners met in session on June 14, 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 9:00 a.m. by leading the Board and audience in reciting the Pledge of Allegiance.

MEETING MINUTES

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the minutes for the meeting of May 24, 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>

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the minutes for the meeting of June 2, 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>

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the minutes for the meeting of June 7, 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 Administrator II Anne Rasic explained the financials for today as including an Appropriation transfer from the Contingency account for additional hospitalization appropriations for the Treasurer's Office; Supplemental appropriations for the Thompson Wastewater Treatment Plant project, the Juvenile /Probate Clerk Computerization and an Appropriation of the balance in the Engineer's Road and Bridge Fund; a Contract increase of \$11,000.00 for Mission Communications, LLC for the Department of Water Resources; Contract for \$30,333.00 for Phillip Miller Construction for the Maintenance Department for concrete work at 470 Center Street; and payments of \$40,000.00 for Contract A and \$63,801.77 for Contract B, to EnviroCom Construction for the Thompson Township Sewer project.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute Resolution #16-074 itemizing the financials for the meeting of June 14, 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 ON AGING – HIRE REBA DYKES –FULL-TIME SOCIAL WORKER (#1022)

County Administrator David Lair explained that this was the third position that was agreed to in the budget and is asking that the Board approve hiring Ms. Dykes to the position of Social Worker. Mr. Lair read an email from Director Jessica Boalt regarding how interviews were held and noted that Ms. Dykes excelled in the scenario portion and feel she will be a great asset to the team.

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Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve hiring Reba Dykes to the position of Full-time Social Worker (#1022) to be effective July 11, 2016 at the rate of \$18.19 per hour with a one year probationary period, further requesting up to ten (10) days on unpaid leave through July 11, 2017.

<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>

COMMON PLEAS COURT / ADULT PROBATION – OHIO DEPARTMENT OF REHABILITATION AND CORRECTIONS SUBSIDY GRANT AGREEMENT – COMMUNITY BASED CORRECTIONS PROGRAMS, NON-RESIDENTIAL MISDEMEANANT PROGRAMS FY2016

Chief Probation Officer Ryan Franklin stated that this is the renewal of the ISP pretrial sentence investigation grant that the county has been receiving since 1986. This State grant supplements three employees and does not require any local match from the county.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the Ohio Department of Rehabilitation and Correction Subsidy Grant Agreement for Community-Based Corrections Programs, Non-Residential Misdemeanant Programs for FY2016 for the period July 1, 2016 through June 30, 2017 in the amount of \$115,937.00 (\$62,402.00 for Intensive Supervision, \$26,000.00 for Pre-Sentence Investigation, and \$27,535.00 for Pre-Trial Release) with no local match.

<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>

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT – ADVERTISE BIDS – GEAUGA COUNTY BUILDINGS AND GROUNDS DOOR ADA RENOVATIONS PROJECT (GRANT #B-F-15-1AZ-1)

Director Anita Stocker asked to advertise to accept bids for the Maintenance department's ADA renovations project to upgrade the entrance and exit doors.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to grant permission to advertise for bids for the Geauga County Buildings and Grounds Door ADA Renovations project (under Grant #B-F-15-1AZ-1) to be held on Wednesday, July 13, 2016 at 2:00 p.m. Notice of this bid opening will be advertised on June 16, 2016 and on the county website.

<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>

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT – RESOLUTION AUTHORIZING APPLICATION TO STATE OF OHIO DEVELOPMENT SERVICES AGENCY – FINANCIAL ASSISTANCE – BLOCK GRANT ALLOCATION PROGRAM – EXECUTE RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN AND ENVIRONMENTAL REVIEW DOCUMENTATION AND CERTIFICATION FORM

Ms. Stocker explained that the resolution is to make application for the Community Development Block Grant Allocation projects for this year and two documents that are required, noting that it says the County won't kick any tenant out of a house and if someone must be displaced, the County is required to cover the cost of housing. Ms. Stocker added that we would not remove anyone, adding that the forms are required to be submitted.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute Resolution #16-075 Authorizing the President of the Board of Geauga County Commissioners to make application to the State of Ohio Development Services Agency, for Financial Assistance under the State of Ohio's 2016 Community Development Block Grant Allocation Program.

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Board of County Commissioners, Geauga County, Ohio

Date: June 14, 2016

Resolution: #16-075

A RESOLUTION AUTHORIZING THE PRESIDENT OF THE BOARD OF GEAUGA COUNTY COMMISSIONERS TO MAKE APPLICATION TO THE STATE OF OHIO DEVELOPMENT SERVICES AGENCY, FOR FINANCIAL ASSISTANCE UNDER THE STATE OF OHIO'S 2016 COMMUNITY DEVELOPMENT BLOCK GRANT ALLOCATION PROGRAM.

WHEREAS, The State of Ohio, Development Services Agency, provides financial assistance to local governments for the purpose of addressing local needs; and

WHEREAS, The County of Geauga, Ohio desires to participate in the Program to receive financial assistance in the amount of \$176,000.00 under the State of Ohio Development Services Agency, Small Cities Community Development Block Grant Allocation Program; and

WHEREAS, The County of Geauga, Ohio has the authority to apply for financial assistance and to administer the amounts received from the State of Ohio Development Services Agency, Small Cities Community Development Block Grant Allocation Program.

WHEREAS, The Board of Commissioners of Geauga County must direct and authorize the Department of Community & Economic Development, Director, Anita Stocker to act in connection with the application and to provide such additional information as may be required.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF GEAUGA COUNTY, OHIO:

SECTION I. That the Geauga County Board of Commissioners authorizes Anita Stocker as the official representative of the Geauga County Board of Commissioners application to participate in the State of Ohio Development Services Agency, Small Cities Community Development Block Grant Community Development Allocation Program.

SECTION II. That the Geauga County Board of Commissioners hereby approves filing an application for financial assistance under the State of Ohio Development Services Agency, Small Cities Community Development Block Grant Allocation Program for the following projects;

*Pleasant Hill County Home for \$21,379.00
Kiwanis Community Center for \$60,900.00
Gauga County Maintenance for \$58,521.00
General Administration for \$35,200.00*

SECTION III. That the Geauga County Board of Commissioners hereby understands and agrees that participation in the Program will require compliance with program guidelines.

SECTION IV. That the Geauga County Board of Commissioners hereby commits itself to provide the local share funding as described in Section III and the application.

<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 authorize the President of the Board to execute the Residential Anti-Displacement and Relocation Assistance Plan and Environmental Review Documentation and Certification Form in connection with the State of Ohio 2016 Community Development Block Grant Allocation Program.

<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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MAINTENANCE – SERVICE CONTRACT AGREEMENT – ARMOURED RESISTANCE MECHANISMS, INCORPORATED

Director Glen Vernick stated that this service contract is to upgrade the reception booth at the Department of Job and Family Services, adding that this will be a great improvement for security. Mr. Vernick reminded the Board that the funds to cover this project will be repaid back to the General Fund.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the service Contract Agreement with Armoured Resistance Mechanisms, Incorporated to perform Job and Family Services Desk Upgrade for the Year 2016 in an amount not to exceed \$35,660.00.

<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>

MAINTENANCE – APPROVE PLANS AND SPECIFICATIONS – SET BID OPENING – JOB AND FAMILY SERVICES PARKING FACILITIES IMPROVEMENTS

Mr. Vernick asked to advertise for bids to do the improvements at the Job and Family Services parking lot, noting that it includes an alternate option of concrete to see what the prices will come in at for both concrete and asphalt. It was noted that this includes replacing the drainage and replacing the base and expanding to include 40 additional spaces. Executive Director Craig Swenson thanked the Board for taking a look at the costs and once those are received have a conversation to decide whether we want to move forward.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the Plans and Specifications for the Job and Family Services Parking Facilities Improvements and set a bid opening for Wednesday, July 20, 2016 at 2:00 p.m. Notice of this bid opening will be advertised on June 23, 2016, June 30, 2016 and on the county website.

<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>

MAINTENANCE –HIRE ADAM SOPCHAK AND CURT SHINE – SUMMER HELP (#0101)

Mr. Vernick asked to hire Mr. Sopchak and Mr. Shine for the summer. Mr. Vernick noted that he has several employees out and feel that they will be a help during the summer.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve hiring Adam Sopchak to the position of Full-time Summer Help (#0101) to be effective June 20, 2016 through September 30, 2016 (or the start of school, whichever comes first) at the rate of \$8.50 per hour for up to twenty-one (21) weeks (maximum 840 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>

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve hiring Curt Shine to the position of Full-time Summer Help (#0101) to be effective June 20, 2016 through September 30, 2016 (or the start of school, whichever comes first) at the rate of \$8.50 per hour for up to twenty-one (21) weeks (maximum 840 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>

TRANSIT – AMEND POLICY MANUAL BEST PRACTICES – PROCUREMENT POLICY “MICRO-PURCHASE” MAXIMUM

Director Mike Kasper asked to amend the procurement policy regarding ‘micro-purchases’ from \$500.00 to \$1,500.00 to bring it more in line with the Federal Transit Administration Circular.

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Mr. Kasper explained that the maximum amount is \$3,000.00 but feels that half of that amount will be helpful, noting that the process for purchases includes receiving three quotes for every item. Mr. Kasper briefly explained the differences in the types of purchasing that is used, and that a micro purchase is an easier process than going through the bidding process for smaller purchases.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve the amendment to the Geauga County Transit Policy Manual Best Practices, Procurement Policy, which increases the current "Micro Purchase" maximum amount from \$500.00 to \$1,500.00 to comply with Federal Transit Administration Circular #4220.1, Chapter VI, Micro Purchases, to be effective June 14, 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 WATER RESOURCES – AWARD BID TO JACK GIBSON
CONSTRUCTION COMPANY – RUSSELL PARK WASTEWATER TREATMENT PLANT**

Design Engineer Laura Weber stated that this includes site work, fluid equalization tank and filters. The project was adjusted after the first bid was received in order to get closer to the Engineer's estimate, adding that several items were removed that could be done in house or could be bid later if needed.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to award the bid to Jack Gibson Construction, Company for the Russell Park Wastewater Treatment Plant Upgrades in the amount of \$1,543,900.00 as they represented the lowest and best bid. The Bid Bond submitted shall be held to serve as the Performance Bond for this project.

<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 WATER RESOURCES – AMEND AUBURN TOWNSHIP 208 WATER
QUALITY MANAGEMENT PLAN**

Attorney Dale Markowitz representing the owner of the parcel being requested into the 208 water management plan, explained that the soil analysis showed that a standard septic system could not be placed on the property. It was stated that one tap was available on the line and the owner requested to tie in. Mr. Markowitz explained that the owner is putting a single family home and storage building on the property and is going to conserve it and allow the larger parcel to the east of this property which was formerly a golf course to go back to natural conditions. It was purchased in an LLC due to concerns over environmental issues on the property as it was used in the past. There is no other business reason than that, and the owner has no plans to build anything additional, and does not want to see development in the area. There was discussion regarding the soil makeup of the property which didn't allow for a standard septic system and that it was not known until after the property was purchased. Commissioner Claypool inquired about the property being placed in a conservation easement to which Mr. Markowitz stated that the owner had no desire to do that.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and amend the Auburn Township 208 Water Quality Management Plan converting parcel #01-072100 on Stafford Road "Served by On-Site Systems" to "May Be Sewered", as requested by the Auburn Township Trustees.

<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 – EXECUTIVE SESSION

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to move into Executive Session for the purpose of discussing the compensation of public employees at the Department of Job and Family Services.

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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>

Mr. Lair, Mr. Swenson and Paul Reiman joined the Board in executive session.

Commissioner Spidalieri wasn't feeling well and left before the Board returned from executive session at 10:33 a.m., as a result the executive session, the following actions were taken:

Motion: by Commissioner Rear, seconded by Commissioner Claypool to upon recommendation of the Executive Director of Job and Family Services to approve revisions to the following sections of the Job and Family Services Personnel Policy and Procedures Manual to be effective immediately: Classification and Compensation Plan, and Care of People in Emergencies (COPE).

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

Motion: by Commissioner Rear, seconded by Commissioner Claypool to at the recommendation of the Executive Director of Job and Family Services to approve to grant increases in the wages of the employees of Job and Family Services as specified in the 2016/2017 JFS Employee Hourly Compensation schedule dated June 14, 2016, effective commencing June 19, 2016, payroll period #14.

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

Motion: by Commissioner Rear, seconded by Commissioner Claypool to authorize the Executive Director of Job and Family Services to grant a merit increase to Rachael Tetlow, Administrative Assistant to Grade 7, Step 6 (\$16.93 per hour) in recognition of her meritorious service during the past year.

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

Motion: by Commissioner Rear, seconded by Commissioner Claypool to approve the merit increase for Job and Family Services Executive Director, Craig Swenson to Grade 22, Step 4 (\$40.61 per hour) to be effective June 19, 2016, payroll #14.

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

COMMISSIONER'S OFFICE – RESOLUTION ESTABLISHING LOCATION AND TIME OF JULY 7, 2016 REGULAR MEETING HELD AT DEPARTMENT OF EMERGENCY SERVICES AT 8:30 A.M.

Motion: by Commissioner Rear, seconded by Commissioner Claypool to approve and execute Resolution #16-076 Establishing the Location and Time of the July 7, 2016 Regular meeting of the Board of County Commissioners to be held at the Department of Emergency Services (DES) and begin at 8:30 a.m.

Board of County Commissioners, Geauga County, Ohio

Date: June 14, 2016
Resolution: 16-076

**RESOLUTION ESTABLISHING THE LOCATION AND TIME OF THE JULY 7, 2016
REGULAR MEETING OF THE BOARD OF COUNTY COMMISSIONERS
TO BE HELD AT THE DEPARTMENT OF EMERGENCY SERVICES (DES)**

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WHEREAS, It is the intent of the Board to increase public awareness and access to the meetings of the Board of Commissioners;

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby establishes the location of the Thursday, July 7, 2016 meeting of the Geauga County Board of Commissioners to be held at the Department of Emergency Services (DES), located at 12518 Merritt Road, Chardon, and will begin at 8:30 a.m.

BE IT FURTHER RESOLVED, that this Resolution becomes part of the permanent record of the Board of Commissioners of Geauga County, Ohio.

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

COMMISSIONERS' OFFICE – EXECUTE LETTERS REGARDING PROPOSED MANDATORY ACCREDITATION FOR ALL LOCAL HEALTH DEPARTMENTS

Motion: by Commissioner Rear, seconded by Commissioner Claypool to approve and execute the letters to Senator John Eklund, Representative Sarah LaTourette, Representative John Patterson, and Senator Capri Cafaro regarding the proposed mandatory accreditation for all local health departments.

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

Mr. Claypool noted that the accreditation will result in huge cost increases, so if anyone viewing this meeting is concerned over a tax increase or losing your health department, please contact your representatives.

ACKNOWLEDGEMENTS

- a) A weekly report filed by the County Dog Warden of all dogs seized, impounded, redeemed or destroyed for the week ending June 1, 2016 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 months ending May, 2016.*
- 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 May, 2016 as required by O.R.C. 325.07.*
- d) The Monthly Inventory Report, Consolidated Investment Portfolio and Obligations and Securities monthly reports filed by the Treasurer's Office for Geauga County for the Month of May, 2016, pursuant to ORC 135.35(L).*

OTHER

The Board reviewed upcoming events.

MEETINGS

Tue., 6/14 Planning Commission meeting has been cancelled

Fri., 6/17 NOACA Air Quality 9:00 a.m., Transportation 10:30 a.m., Water Quality 12:00 p.m., Cleveland

Mon., 6/20 Family First Council 2:00 p.m. Mental Health Board Office

Tue., 6/21 Investment Advisory Board meeting, 8:45 a.m., Chambers

Tue., 6/21 The Commissioners will hold regular session at 9:00 a.m.

Tue., 6/21 ADP Board meeting 2:00 p.m. Auditor's Office

Thu., 6/23 The Commissioners will hold regular session at 6:30 p.m.

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Tue., 6/28 The Commissioners will hold regular session at 9:00 a.m.

Thu., 6/30 Community Corrections Planning Board meeting, 12:00 p.m., Judge Fuhry's Courtroom

*Mon., 7/4 **County offices will be closed for general business in observance of the Fourth of July holiday. Twenty-four hour operations will continue to operate as usual.***

Thu., 7/7 The Commissioners will hold regular session at 8:30 a.m. and the Department of Emergency Services (Pending Motion Above)

Thu., 7/7 Emergency Operations Training, 9:30 a.m. Department of Emergency Services

BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD

Motion: by Commissioner Rear, seconded by Commissioner Claypool to adjourn the meeting at 10:39 a.m.

Geauga County Board of Commissioners

Walter M. Claypool

Ralph Spidalieri

Blake A. Rear

Christine Blair, Commissioners' Clerk

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