

**Commissioners' Journal**  
**January 11, 2016**

*The Geauga County Board of Commissioners met in session on January 11, 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 9:03 a.m. by leading the Board and audience in reciting the Pledge of Allegiance.*

*Commissioner Rear asked for a moment of silence in honor of the passing of Commissioner Claypool's father on Thursday, January 7<sup>th</sup>.*

**FINANCIALS**

*County Administrator David Lair reported on financials from January 7, 2016, Resolution #16-002, including a Revenue Certification for the Juvenile Court CASA fund; an Appropriation transfer from the contingency account to put appropriations in place for the 2016 CEBCO Wellness Grant; Appropriation transfers for the Juvenile Court's General Fund and Care and Custody Fund budgets; a Cash transfer to the County Home for a portion of 2016 funding; and a payment to Johnson Controls for the McFarland wastewater treatment plant upgrade project for the Department of Water Resources in the amount of \$311,707.00; as approved by the County Administrator pursuant to the motion approved January 5, 2016 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 2016, as authorized by O.R.C. 305.30.*

**APPROVE FINANCIALS**

*Budget and Finance Manager Heidi Delaney explained the financials for today as including a Revenue Certification for the Water Resources Thompson Wastewater Treatment Plant Project fund; a Purchase order for Micro Advantage, Incorporated for the purchase of a SIP based paging system for the Board of Developmental Disabilities in the amount of \$12,340.00; Travel requests for the Commissioners' Office and the Engineer's Office; a payment to New World Systems Corporation for the annual software maintenance agreement in the amount of \$105,000.00; and a payment to Manatron for the annual MVP maintenance contract for the Auditor's Office in the amount of \$89,212.21.*

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute Resolution #16-003 itemizing the financials for the meeting of January 11, 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 – DISTRIBUTE BALANCE IN DOMESTIC VIOLENCE FUND TO WOMENSAFE**

*Ms. Delaney stated that funds are deposited into the funds from marriage and divorce fees and must be distributed to a shelter for women and in Geauga County that is WomenSafe.*

*Motion: by Commissioner Rear, 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 2015 year, in the amount of \$15,962.50.*

<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 ON AGING – PROMOTE RUDY BREUNIG – SENIOR TRANSPORTATION COORDINATOR (#1019)

Director Jessica Boalt explained that Mr. Breunig has been a driver for three years and the back up for Ms. Brace, including previous management experience and would like to promote him to the position of Senior Transportation Coordinator.

*Motion:* by Commissioner Rear, seconded by Commissioner Spidalieri to approve the promotion of Rudy Breunig to the position of Senior Transportation Coordinator (#1019) to be effective January 18, 2016 at a rate of \$16.94 per hour. After the completion of a 180 day probationary period the rate will increase to \$17.83 per hour.

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

DEPARTMENT ON AGING – ADVERTISE INTERNALLY – TRANSPORTATION DRIVER (#1020)

Ms. Boalt asked the Board to advertise internally for his position of Transportation Driver.

*Motion:* by Commissioner Rear, seconded by Commissioner Spidalieri to grant permission to advertise internally for the position of Full-time Transportation Driver (#1020), for a period of five days.

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

DEPARTMENT ON AGING – AUTHORIZE COUNTY ADMINISTRATOR TO EXECUTE SEPARATION AGREEMENT – RESOLVE PENDING DISCIPLINARY ACTION – KATHERINE DELANEY

Ms. Boalt explained that there is a disciplinary matter that is being handled with the Prosecutor's Office and due to a delay is asking that the Board authorize Mr. Lair to execute the separation agreement once it is received.

*Motion:* by Commissioner Rear, seconded by Commissioner Spidalieri to authorize County Administrator, David Lair to execute the Separation Agreement resolving the pending disciplinary action regarding Katherine Delaney, Assistant Site Coordinator.

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

ARCHIVES AND RECORDS CENTER – SERVICE CONTRACT AGREEMENT – BLUE TECHNOLOGIES

Director of Administrative Services Linda Burhenne explained that there was a clerical error on the request in the price per copy and that the rate of \$0.01089.

*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 \$0.01089 per copy.

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

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COUNTY HOME – RE-CLASSIFY ASHLEY CLARK – SENIOR ATTENDANT (#1506)

Director Karen DeCola asked the Board to reclassify Ms. Clark from Full-time Attendant to Senior Attendant which includes supervisor responsibilities.

*Motion:* by Commissioner Rear, seconded by Commissioner Spidalieri to approve the reclassification of Ashley Clark from Full-time Attendant (#1504) to Full-time Senior Attendant (#1506) to be effective January 17, 2016 at her current rate of \$11.55 per hour. After the successful completion of a 180 probationary period the rate will increase to \$12.16 per hour.

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

COUNTY ENGINEER'S OFFICE – RESOLUTION AUTHORIZING COUNTY ENGINEER TO UNDERTAKE PROJECTS USING FORCE ACCOUNT FOR YEAR 2016

Deputy Engineer Andy Haupt asked the Board to execute the Resolution that will allow the County Engineer to repair the county roads if necessary in the most efficient manner possible. Commissioner Claypool asked for further explanation of Force Account to which Mr. Haupt explained that it is control, by limiting what government can spend with its own forces, noting that a contractor can do things more efficiently on a larger scale. Mr. Haupt stated that if it is an emergency or a small project it can be handled efficiently and quickly, if it is a larger project above \$100,000.00 or above \$0.30 per mile it's better to bid, because a contractor can close the road and work ten hours a day.

*Motion:* by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute Resolution #16-004 Authorizing the County Engineer to Undertake Projects Using Force Account in Certain Cases for the Year 2016.

Board of County Commissioners, Geauga County, Ohio

*Date:* January 11, 2016

*Resolution:* 16 - 004

**RESOLUTION AUTHORIZING THE COUNTY ENGINEER TO UNDERTAKE PROJECTS USING FORCE ACCOUNT IN CERTAIN CASES FOR YEAR 2016**

*WHEREAS, the Board of County Commissioners of Geauga County desires to allow the Geauga County Engineer to improve, repair and maintain county highways and improve, repair and reconstruct county bridge projects in the most efficient and cost effective manner; and,*

*WHEREAS, the County Engineer may, when authorized by the Board of County Commissioners and not required by law to use competitive bidding, employ such laborers and vehicles, use such county employees and property, lease such implements and tools, and purchase such materials as are necessary in the construction, reconstruction, improvement, maintenance, or repair of roads by force account; and,*

*WHEREAS, the County Engineer may, when authorized by the Board of County Commissioners and not required by law to use competitive bidding, employ such laborers and vehicles, use such county employees and property, lease such implements and tools, and purchase such materials as are necessary in the construction, reconstruction, improvement, maintenance, or repair of bridges and culverts by force account.*

*NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Geauga County does hereby authorize the Geauga County Engineer to proceed with the construction or reconstruction, including widening and resurfacing, of roads by force account. In determining whether he may undertake road construction work by force account, when not required by section 5543.19 or other law to use competitive bidding, the Geauga County Engineer shall first cause to be made an estimate of the cost of such work using the force account project assessment form developed by the auditor of state under section 117.16 of the Revised Code. When the total estimated cost of the work exceeds thirty thousand dollars per mile, the county commissioners*

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*shall invite and receive competitive bids for furnishing all the labor, materials, and equipment necessary to complete the work in accordance with sections 307.86 to 307.92 of the Revised Code.*

*BE IT FURTHER RESOLVED that the Board of Commissioners of Geauga County does hereby authorize the Geauga County Engineer to proceed with the construction, reconstruction, improvement, maintenance, or repair of bridges or culverts by force account. In determining whether he may undertake bridge work by force account when not required by section 5543.19 or other law to use competitive bidding, the Geauga County Engineer shall first cause to be made an estimate of the cost of such work using the force account project assessment form. When the total estimated cost of the work exceeds one hundred thousand dollars, the Board of County Commissioners shall invite and receive competitive bids for furnishing all the labor, materials, and equipment necessary to complete the work, in accordance with sections 307.86 to 307.92 of the Revised Code. The County Engineer shall obtain the approval required by section 5543.02 of the Revised Code.*

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

<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 – FAMILY FIRST COUNCIL MUTUAL FUNDING AGREEMENT**

*Executive Director Craig Swenson asked the Board to execute the agreement for the Family First Council, adding that this is a very important group and saves money, along with doing a fantastic job. Mr. Swenson thanked the Board for picking up the difference in funds that were covered last year by the Board of Developmental Disabilities. Nancy Seelbach thanked the Board for their continued support, stressing that it is a great thing for the community that the Board support families and children.*

*Motion: by Commissioner Rear, 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, 2016 through June 30, 2016. 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 Rear</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Aye</i>
	<i>Commissioner Claypool</i>	<i>Aye</i>

**DEPARTMENT OF WATER RESOURCES - HIRE JEROME REYNOLDS – ELECTRICIAN (#2314)**

*Director Gerard Morgan asked the Board to approve hiring Mr. Reynolds to the electrician position, explaining that they had received several good candidates to interview. Mr. Morgan expressed that Mr. Reynolds has more troubleshooting experience with motors and pumps and the ability to get them running.*

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve hiring Jerome Reynolds to the position of Electrician (#2314) to be effective January 25, 2016 at a rate of \$21.03 per hour with a 180 day probationary period.*

<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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**RE-ORGANIZATION MEETING**

**PRESIDENT / VICE PRESIDENT**

*Motion: by Commissioner Spidalieri, seconded by Commissioner Claypool to appoint Walter M. Claypool as President of the Geauga County Board of Commissioners for 2016.*

*Motion: by Commissioner Spidalieri, seconded by Commissioner Claypool to appoint Ralph Spidalieri as Vice President of the Geauga County Board of Commissioners for 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>

**MEETING SCHEDULE FOR 2016**

*Mr. Claypool stated that after reading the suggestions submitted by elected officials and departments there were not any great disagreement with the current session start time at 9:00 a.m. or strong feelings regarding days of the week. Other than putting a wrinkle to the staff around holidays, he likes the Tuesday at 9:00 a.m. meeting. Mr. Lair expressed that if we stay at 9:00 a.m. Ms. Ashburn will have to be part of the backup process, along with establishing a schedule to include a Thursday meeting if the meeting is cancelled around a holiday. There was continued discussion regarding Ms. Ashburn and Ms. Zampino handling the coverage of Ms. Blair's maternity leave. Mr. Claypool stated that he likes the evening meeting, and suggested maybe giving it a try for another year, and if attendance for general meeting agenda items is down than he can see a reason to look at it again. Mr. Lair noted that he had received a comment regarding Township and School Board meetings being held in the evening. Mr. Lair added that it is often hard to get departments and other elected officials to come to an evening meeting to conduct regular business.*

*Motion: by Commissioner Spidalieri, seconded by Commissioner Claypool to adopt the Geauga County Commissioners' meeting schedule for 2016:*

**GEAUGA COUNTY BOARD OF COMMISSIONERS MEETING SCHEDULE FOR 2016:**

- 1. Sessions will be held in the Geauga County Commissioners' chambers, or alternate location as necessary, with legally-required notice of changed location provided:*
- 2. Every Tuesday at 9:00 a.m.*
- 3. Adjustments made to add a Thursday meeting due to Holidays*
- 4. The fourth Thursday of each month at 6:30 p.m.*
- 5. Requests for reasonable advance notification of all Commissioners meetings at which any specific type of public business is to be discussed may be requested of the Commissioners' Clerk, provisions for advance notification may include, but are not limited to, emailing the agenda of meetings to all subscribers on a distribution list or by self-addressed stamped envelope provided by the person requesting the information.*
- 6. The Board may have additional meetings, as required, at the time and place designated.*
- 7. Any meeting called by Geauga County officeholders, department heads, County Administrator or the county's legal counsel.*
- 8. Any meetings of the Geauga County Township Trustees and Clerks' Association*
- 9. Any meetings of the County Commissioners' Association of Ohio (CCAO).*
- 10. Any regular or special meetings of the following Boards or Councils at which a quorum of the Board of Commissioners is or may be present:*
  - a. Any township Board of Trustees meeting & City and Village Council*
  - b. Geauga County Board of Health*
  - c. Geauga County Health Advisory Council*
  - d. Geauga-Trumbull Solid Waste Management District*
  - e. Geauga Soil and Water Conservation District meetings*
  - f. Planning Commission*
  - g. Northeast Ohio Areawide Coordinating Agency (NOACA)*
  - h. Northeast Ohio Consortium Council of Governments (NOC COG)*
  - i. Community Improvement Corporation (CIC) meetings*
  - j. Portage / Geauga Juvenile Detention Center Joint Board*
  - k. Investment Advisory Committee*
  - l. Ohio Public Works Commission (OPWC) District 7 Integrating Committee (Issue I)*

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- m. *Geauga County Agricultural Society (Fair Board meetings)*
- n. *Meetings to honor any invitations received by the Geauga County Commissioners to attend ground breakings, openings, celebrations, memorial services and/or parades*
- o. *Meetings with any organization or other political entities to discuss items of mutual concern*

*The time, place and purpose of all special meetings in addition to regularly scheduled meetings, will be given at least twenty-four hours in advance of such meeting to the news media that have requested notification except in the event of an emergency requiring immediate official action. In the event of an emergency, the Board member or Board members calling the meeting shall notify the news media that have requested notification immediately of the time, place and purpose of the meeting.*

<i>Roll Call Vote:</i>	<i>Commissioner Rear</i>	<i>No</i>
	<i>Commissioner Spidalieri</i>	<i>Aye</i>

*Mr. Claypool asked for concern and input from Mr. Rear, to which he responded that he doesn't agree with the meeting time and the evening meeting, adding that he doesn't feel that the Board should for their own convenience make it inconvenient for the rest of the county. Mr. Rear noted that many of the people who would offer input serve at the will of the Board and are not necessarily being forth right with their opinions, based upon the possibility of future retribution. Mr. Rear added that he wanted to go back to the schedule that was used in 2014 that was Tuesdays at 10:00 a.m. and the second and fourth Thursdays at 10:00 a.m. and 6:30 p.m., respectively adding that he doesn't feel that the evening meeting was as beneficial as it was thought to be. Mr. Claypool thanked Mr. Rear for his input but felt that there isn't any significant change required.*

*Commissioner Claypool      Aye*

**BOARD APPOINTMENTS FOR 2016**

*Mr. Claypool stated that he felt that last year's appointments worked really well and unless there is a disagreement they should remain the same. Ms. Blair inquired about Board of Revision, to which in response it was switched. Mr. Rear inquired about the NOC COG, regarding which he noted that the schedule is off from the Boards schedule. Mr. Rear noted that Commissioner Dan Claypool from Ashtabula stepped down from the NOC COG and now Commissioner Carlo has assumed his position, with Mr. Rear remaining as Vice Chair until mid-summer. Ms. Blair asked about the alternate positions for NOACA, the Board remained the same as last year with the exception of Mr. Rear who selected Shane Hajjar from the Engineer's Office.*

*Motion:            by Commissioner Rear, seconded by Commissioner Spidalieri to approve the appointments of members of the Board of County Commissioners to boards and committees for 2016 as follows:*

*Board President – Walter M. Claypool*

*Board Vice President – Ralph Spidalieri*

*\* Board President required being the Primary*

	<u>Primary</u>	<u>Alternate</u>
1. <i>ADP Board</i>	<i>Claypool</i>	<i>Spidalieri</i>
2. <i>Board of Revision</i>	<i>Rear</i>	<i>Claypool</i>
3. <i>Community Corrections</i>	<i>Rear</i>	<i>Spidalieri</i>
4. <i>Community Improvement Corporation (CIC)</i>	<i>All three Commissioners</i>	
5. <i>Courthouse Security Advisory Committee</i>	<i>Rear</i>	<i>Spidalieri</i>
6. <i>Family First</i>	<i>Rear</i>	<i>Claypool</i>
7. <i>Financial Review and Report Committee (FRRC)*</i>	<i>Claypool</i>	<i>Rear</i>
8. <i>Geauga County Agricultural Society</i>	<i>All three Commissioners</i>	
9. <i>Geauga-Trumbull Solid Waste - Policy *</i>	<i>President</i>	
<i>Geauga-Trumbull SW- Board of Directors</i>	<i>All three Commissioners</i>	
10. <i>Health District Advisory Board*</i>	<i>Claypool</i>	<i>Spidalieri</i>
11. <i>Investment Advisory Committee (2 commissioners)</i>	<i>Claypool</i>	<i>Spidalieri</i>
12. <i>Microfilming Board</i>	<i>Claypool</i>	<i>Rear</i>
13. <i>NOACA (Three Commissioner</i>	<i>Claypool</i>	<i>Linda Burhenne</i>
<i>And / or County Engineer</i>	<i>Rear</i>	<i>Shane Hajjar</i>

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14.	NOC COG (Formerly GAPP)	Spidalieri	Joe Cattell
15.	Planning Commission Board	Rear	Claypool
16.	Portage / Geauga Juvenile Detention Center	All three Commissioners	
17.	Records Commission *	All three Commissioners	
18.	Revolving Loan and Local Revolving Loan	Claypool	Spidalieri
		Rear	Claypool

*Roll Call Vote:*

Commissioner Rear	Aye
Commissioner Spidalieri	Aye
Commissioner Claypool	Aye

**STAFF APPOINTMENTS**

*Motion:* by Commissioner Rear, seconded by Commissioner Spidalieri to appoint David Lair, County Administrator.

*Motion:* by Commissioner Rear, seconded by Commissioner Spidalieri to appoint Linda Burhenne, Director of Administrative Services.

*Motion:* by Commissioner Rear, seconded by Commissioner Spidalieri to appoint Christine Blair as the Clerk to Commissioners' (#1306).

*Motion:* by Commissioner Rear, seconded by Commissioner Spidalieri to list the following personnel exemptions with the Ohio Department of Administrative Services in compliance with Section 124.11 (A) 9 of the Ohio Revised Code: David Lair, County Administrator, Linda Burhenne, Director of Administrative Services and Christine Blair, Commissioners' Clerk.

*Motion:* by Commissioner Rear, seconded by Commissioner Spidalieri to approve the following staff appointments:

<u>Position</u>	<u>Appointment</u>
Chief Building Enforcement Official	Michael Mihalisin
Director, Department on Aging	Jessica Boalt
Director, Community and Economic Development & Fair Housing	Anita Stocker
Director, Department of Emergency Services	Dale Wedge
Director, Job and Family Services (124.11 (A) 22)	Craig Swenson
Director, Maintenance	Glen Vernick
Director, Transportation (124.11(A) 25)	Michael Kasper
Director, Water Resources & Sanitary Engineer	Gerard Morgan
Director, County Home Superintendent	Karen DeCola
Dog Warden	Matt Granito

and acknowledge those staff appointments as placed in the unclassified service pursuant to O.R.C. 124.11 (A) (3) (b) and who are provided an Unclassified Service Explanation and Acknowledgement Form.

*Roll Call Vote:*

Commissioner Rear	Aye
Commissioner Spidalieri	Aye
Commissioner Claypool	Aye

**DRAINAGE ENGINEER**

*Motion:* by Commissioner Rear, seconded by Commissioner Spidalieri to appoint Joe Cattell as Drainage Engineer and set the compensation at bi-weekly rate of \$346.81 to be effective with pay #2.

*Roll Call Vote:*

Commissioner Rear	Aye
Commissioner Spidalieri	Aye
Commissioner Claypool	Aye

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**APIARIST**

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to appoint Richard Manley as County Apiarist and further approve and execute the 2016 Ohio Department of Agriculture Appointment for County Apiary Inspector form to be effective January 1, 2016 at an hourly rate of \$11.64 per hour and a mileage reimbursement rate of \$0.54.*

<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>

**PREVAILING WAGE COORDINATORS**

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to appoint Gerard Morgan to serve as a Prevailing Wage Coordinator for Geauga County for 2016.*

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to appoint Nicholas Gorris to serve as a Prevailing Wage Coordinator for Geauga County for 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>

**DELEGATED POWERS TO COUNTY ADMINISTRATOR**

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute Resolution #16-005 Authorizing the County Administrator to Exercise Powers Delegated hereby under the O.R.C. 305.30.*

*Board of County Commissioners, Geauga County, Ohio*

*Resolution: 16-005*

*Date: January 11, 2016*

**A RESOLUTION AUTHORIZING THE COUNTY ADMINISTRATOR TO EXERCISE  
POWERS DELEGATED HEREBY UNDER THE O.R.C. 305.30**

*WHEREAS, Ohio Revised Code 305.30 provides that the Board may delegate certain of its powers to be exercised by the County Administrator; and*

*WHEREAS, the Geauga County Board of Commissioners desire to delegate certain powers to the County Administrator to be performed under their direction and supervision; and*

*NOW, THEREFORE, BE IT RESOLVED, that the Geauga County Board of Commissioners do hereby authorize the County Administrator to execute on their behalf within limitation and guidelines set forth below:*

- 1. Certification of Determination of Subsequent Exemption for a Categorical Exclusion Project*
- 2. Certification of Categorical Exclusion Project not subject to 58.5  
(but required to comply with 24 CFR 58.6)*
- 3. Certification of Exempt Project*
- 4. Ohio Development Service Agency Office of Community Development Request for Release of Funds (RROF) and Certification for Federally funded State projects – CDBG Program Income*
- 5. Office of Housing and Community Partnerships RLF Grant / Loan Review Report form*
- 6. Housing Semi-Annual Program Income Report*
- 7. ED RLF Semi-Annual Report*
- 8. Office of Housing and Community Partnerships, Ohio Small Cities CDBG Program Job Certification Summary*
- 9. Ohio Community Development Block Grant (CDBG) Program Status Report*
- 10. Notice to Public of Finding of No Significant Impact on Environment (FONSI) and Notice of Intent to Request Release of Funds (NOI/RROF) Combined Notice – CDBG Program Income / RLF Loan*
- 11. Notice to Proceed / Notice of Commencement*
- 12. Satisfaction of Mortgage*
- 13. Accept Personnel Resignations*

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14. Concur with the Township in Not Requesting a Hearing on a Liquor License
15. Ohio Motor Fuel Tax Refund Claims for the Transit Department
16. Acknowledge Requests for Release of Funds for the Airport Authority
17. Farm Market Agreements for the Department on Aging
18. Agreements for the use of County Parking Lots and County Property
19. Service Contract Agreements that are in the amount of \$10,000.00 per year or less, up to and including Multi-year Service Contracts that do not exceed the \$10,000.00 per year limit
20. 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

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

*Mr. Claypool explained that the Board is trying to streamline some of the items on the agenda, adding that the items will be reviewed. Ms. Blair noted that these items will be performed under the supervision and direction of the Board, and that the service contracts will include multi-year contracts up to the \$10,000.00 per year amount.*

<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>

*Ms. Burhenne inquired about how procedurally this will work. There was discussion about the items will come in be sent to the Board and if they want to have it placed on the regular agenda they have the option. Anything that will be approved by Mr. Lair will be reported on at the following meeting. Mr. Claypool noted that there will be a few hiccups in the beginning and if it is not saving time, we can always change it back.*

**COPY CHARGES**

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to establish the copy charge at \$.05 per black and white letter or legal copy, with no charge until the total reaches a minimum amount of \$1.00 for the year 2016 for the departments under the direction of the Geauga County Commissioners.*

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to establish the copy charge at \$.20 per color letter or legal copy, with no charge until the total reaches a minimum amount of \$1.00 for the year 2016 for the departments under the direction of the Geauga County Commissioners.*

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to establish the copy charge at \$1.00 per compact disk for the year 2016 for the departments under the direction of the Geauga County 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>

**CREDIT CARD AUTHORIZATION**

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve the addition of Jim Anspach to the Maintenance Department Home Depot Commercial Credit Account.*

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve the addition of Jessica Boalt and Bob Debevits to the Maintenance Department Home Depot Commercial Credit Account.*

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve the addition of Karen DeCola to the Maintenance Department Home Depot Commercial Credit Account.*

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*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve the use of credit cards for the 2016 year (per month) for the following:*

**Department on Aging**

<i>Giant Eagle – Grocery</i>	<i>\$1,000.00</i>
<i>Giant Eagle - Fleet Services</i>	<i>\$1,000.00</i>
<i>BP</i>	<i>\$1,000.00</i>
<i>Western Reserve Farm Cooperative</i>	<i>\$1,000.00</i>

**Building Department**

<i>Staples</i>	<i>\$250.00</i>
<i>Western Reserve Farm Cooperative</i>	<i>\$1,800.00</i>

**Commissioners Office**

<i>Visa</i>	<i>\$4,000.00</i>
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**Community Development**

<i>Staples</i>	<i>\$1,500.00</i>
<i>Geauga Credit Union Visa</i>	<i>\$1,500.00</i>

**County Home**

<i>Tractor Supply</i>	<i>\$1,000.00</i>
<i>Wal-Mart Community</i>	<i>\$1,000.00</i>

**Department of Emergency Services**

<i>PNC Giant Eagle</i>	<i>\$1,000.00</i>
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**Job and Family Services**

<i>Geauga Credit Union Visa</i>	<i>\$4,000.00</i>
<i>Walmart Community</i>	<i>\$1,000.00</i>
<i>PNC Giant Eagle</i>	<i>\$1,000.00</i>
<i>Wex – gas</i>	<i>\$2,000.00</i>

**Maintenance**

*Home Depot:*

<i>Glen Vernick</i>	<i>\$5,000.00</i>
<i>Richard Newsome</i>	<i>\$5,000.00</i>
<i>Joe Mukics</i>	<i>\$1,000.00</i>
<i>Rik Wareham</i>	<i>\$1,000.00</i>
<i>Brian Smith</i>	<i>\$1,000.00</i>
<i>Bob Anderson</i>	<i>\$1,000.00</i>
<i>Andy Hunt</i>	<i>\$1,000.00</i>
<i>Jim Anspach (JFS)</i>	<i>\$1,000.00</i>
<i>Jessica Boalt (Aging)</i>	<i>\$1,000.00</i>
<i>Bob Debevits Aging)</i>	<i>\$1,000.00</i>
<i>Edward Shortridge (Aging)</i>	<i>\$1,000.00</i>
<i>Karen DeCola (Co Home)</i>	<i>\$1,000.00</i>

**Transit**

<i>Visa</i>	<i>\$4,000.00</i>
<i>Staples</i>	<i>\$1,000.00</i>

**County Engineer**

<i>Visa</i>	<i>\$4,000.00</i>
<i>PNC Giant Eagle</i>	<i>\$1,000.00</i>

**Probate/Juvenile**

*Bank of America - Master Card:*

<i>Timothy J. Grendell</i>	<i>\$3,000.00</i>
<i>David Lubecky</i>	<i>\$3,000.00</i>
<i>Kimberly Laurie</i>	<i>\$3,000.00</i>

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*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and authorize the President of the Board to execute the Application for Authorization to Permit the Use of County Credit Cards form (Personnel Policy 7.11 form- ORC 301.27) per month for the following:*

**Department on Aging**

*BP & Western Reserve Farm Cooperative*

*Jessica Boalt  
Christine Bacon  
Kristen Bibby  
JoAnna Brace  
Rudy Breunig  
Millissa Brosch  
David Craig  
Robert Debevits  
Natalie Dolezal  
Bernadette Gliha  
Kathy Hartz  
Silvana Kostura  
Vicki Krueger  
Thomas McGrew  
Sandy McLeod  
Becky O'Reilly  
Frank Pertz  
Kathy Petrella  
Edward Shortridge  
Karen Stone  
Adam Van Boxel  
Teddi Wallace  
Amber Weinhart*

*PNC Giant Eagle - Grocery*

*Jessica Boalt  
Christine Bacon  
Millissa Brosch  
David Craig  
Natalie Dolezal  
Karen Fueger  
Kathy Hartz  
Vicki Krueger  
Sandy McLeod  
Becky O'Reilly  
Beth Perko  
Karen Stone  
Teddi Wallace  
Amber Weinhart*

*Giant Eagle – Fleet Services*

*Jessica Boalt  
JoAnna Brace  
Rudy Breunig  
Thomas McGrew  
Frank Pertz  
Kathy Petrella*

**Building**

*Staples Convenience Card*

*Michael Mihalisin  
Lisa Moriarity  
Dan Spada*

*WEX Gas Card*

*Michael Mihalisin  
Dan Spada  
Jerry Blakey*

*Western Reserve Farm Cooperative*

*Larry Heiden  
Michael Mihalisin  
Dan Spada  
Jerry Blakey  
Larry Heiden*

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***Commissioners' Office***

*Walter Claypool*  
*Blake Rear*  
*Ralph Spidalieri*  
*David Lair*  
*Heidi Delaney*  
*Linda Burhenne*  
*Christine Blair*  
*Kathy Hostutler*  
*Deborah Ashburn*  
*Lauri Zampino*

***Community Development***

*Staples & Geauga Credit Union Visa*

*Anita Stocker*  
*Joni Stusek*  
*Kelly Belconis*

***County Home***

*Tractor Supply*  
*WalMart*

*Karen DeCola*  
*Karen DeCola*  
*Barbara Warren*  
*Wendy Halstrom*  
*Sheryl Spencer*  
*Ashley Clark*

***Department of Emergency Services***

*PNC Giant Eagle*

*Judith Oberstar*  
*Dale B. Wedge*  
*Roger Peterson*

***Job and Family Services***

*Gauga Credit Union Visa*

*WalMart Community*

*PNC Giant Eagle*

*Wex Gas Card*

*Craig Swenson*  
*Paul Reiman*  
*Gina Schultz (Gubanyor)*  
*Melanie Becker (Lacy)*  
*Rachael Brown (Tetlow)*  
*Becky Sedivy*  
*Becky Sedivy*  
*Amy Buresch (Fazi)*  
*James Anspach*  
*James Anspach*  
*Jillian Barath*  
*Dawn Bates*  
*Brooke Bourdeau*  
*Micah Brindo*  
*Lauren Burton*  
*Marisa Campbell*  
*Matt Cebron*  
*Kelly Cindar/Conroy*  
*Amy Buresch (Fazi)*  
*Ashley Guarniere*  
*Gina Schultz (Gubanyor)*  
*Kara Harrison*  
*Mike Heino*  
*Amy Howell*  
*Rebecca Johnston*  
*Katie Kimball*

***Maintenance***

*Home Depot*

*Glen Vernick*  
*Richard Newsome*  
*Joe Mukics*  
*Brian Smith*  
*Rik Wareham*

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*Bob Anderson*  
*Andy Hunt*  
*Jim Anspach (JFS)*  
*Jessica Boalt (Aging)*  
*Bob Debevits (Aging)*  
*Edward Shortridge (Aging)*  
*Karen DeCola (Co Home)*

***Transit***

*Geauga Credit Union Visa & Staples*

*Michael M. Kasper*  
*Jack Jackson*  
*Kate Weybrecht*

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the Application for Authorization to Permit the Use of County Credit Cards form (form- ORC 301.27) for the Engineer's Office for PNC Giant Eagle for Frank Antenucci, Joseph Cattell, Kristy Filppi, Nicholas Gorris, Robert Hagenbaugh, Shane Hajjar, Robert Hanck, Andrew Haupt, Brian Phillips, Katie Schaab and Trace Turnbull.*

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the Application for Authorization to Permit the Use of County Credit Cards form (form- ORC 301.27) for the Engineer's Office for VISA for Frank Antenucci, Joseph Cattell, Keith Delfs, Michael Donaldson, William Dudinsky, Kristy Filppi, Nicholas Gorris, Shane Hajjar, Robert Hanck, Andrew Haupt, Nicholas Kovach, Paul Kucharski, David Loucka, Steven Markey, Hugh Mason, Carl Matthews, Brian Phillips, Alan Prescott, Joseph Prosser, Katie Schaab, Benjamin Shrock, Trace Turnbull, and Scott Warner.*

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the Application for Authorization to Permit the Use of County Credit Cards form (form- ORC 301.27) for the Juvenile / Probate Court for Bank of America MasterCard for Timothy J. Grendell, David Lubecky, and Kimberly Laurie.*

*Mr. Claypool noted some of the limited dollar amounts for the departments, that the highest amount is \$5,000.00, and these limits would probably only come near to them for travel to conferences. Mr. Claypool also noted that the list includes specific employees for use and an audit process.*

<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>

**BOARD APPOINTMENTS**

**OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT**

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to re-appoint the following members to the Geauga County Local Revolving Loan Committee for a two year term ending December 31, 2017:*

<i>Andrew Meinhold</i>	<i>Debbie Mack</i>	<i>Lois Danku</i>	<i>Caroline Mansfield</i>
	<i>Christopher Hitchcock (Alternate)</i>		<i>Dave Dietrich</i>

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to re-appoint the following members to the Geauga County Revolving Loan Committee for a two year term ending December 31, 2017:*

<i>Andrew Meinhold</i>	<i>Debbie Mack</i>	<i>Lois Danku</i>	<i>Caroline Mansfield</i>
	<i>Christopher Hitchcock (Alternate)</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>

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DEPARTMENT OF EMERGENCY SERVICES

*Motion:* by Commissioner Rear, seconded by Commissioner Spidalieri to appoint the following members to the DES Terrorism, Mitigation and Planning Group for a one (1) year term expiring December 31, 2016:

*Fire Service:* Scott Hildenbrand - (primary) – Hambden Fire Department  
John Frazier - (alternate) - Russell Fire Department  
*Emergency Medical:* Larry Gaspar - (primary) – Chardon Fire Department  
Mark S. Lynn - (alternate) – Munson Fire Department  
*Police Department:* Mark Purchase - Police Department – Chester Police  
*Sheriff's Office:* Dan McClelland - Sheriff's Office  
*Emergency Management:* Dale Wedge - (primary) - DES  
Roger Peterson – (alternate) - DES  
*Public Works:* Gerard Morgan - Water Resources  
*Public Health:* Bob Weisdack – (primary) - Health Commissioner  
*Township:* James Dvorak - Burton Township Trustee  
*Mayor's Office:* Randal Sharpe - Chardon City Manager  
*Commissioners':* David Lair – Geauga County Commissioners

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

DEPARTMENT OF JOB AND FAMILY SERVICES

*Motion:* by Commissioner Rear, seconded by Commissioner Spidalieri to re-appoint the following members to the Family Services Planning Committee for a one year term ending December 31, 2016:

<i>Jessica Boalt</i>	<i>Nan Burr</i>	<i>Vicki Clark</i>
<i>Matt Galemmo</i>	<i>Christine Gibbons</i>	<i>Scott Hildenbrand</i>
<i>Dave Lair</i>	<i>Chester Miller</i>	<i>Nancy Seelbach</i>
<i>Jarrold Tudor</i>	<i>Julie Weese</i>	

*Motion:* by Commissioner Rear, seconded by Commissioner Spidalieri to appoint Teri Malnar to the Family Services Planning Committee for a one year term ending December 31, 2016.

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

ACKNOWLEDGEMENTS

- a) *The Monthly Financial Report from the County Building Department for the month of December, 2015.*
- b) *The Amended 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 November, 2015, pursuant to ORC 135.35(L).*

OTHER

*The Board reviewed upcoming events.*

MEETINGS

*Mon., 1/11 ADP Re-Organizational Board meeting, 1:00 p.m. Auditor's Office*

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

*Tue., 1/12 Board of Revision, 2:00 p.m. Auditor's Office*

*Tue., 1/12 Amish Safety Strategic Plan, Stakeholder Meeting, 2:00 p.m. at the County Engineer's Office*

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*Tue., 1/12 Planning Commission meeting at 7:00 p.m. in the Planning Commission meeting room, Bldg. #1C, 470 Center Street, Chardon*

*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.*

*Tue., 1/19 The regularly scheduled Commissioners meeting is cancelled*

*Thu., 1/21 The Commissioners will hold regular session at 9:00 a.m.*

*Fri., 1/22 NOACA Board of Directors meeting, 9:00 a.m. Cleveland*

*Mon., 1/25 Family First Council, 2:00 p.m. at Job and Family Services*

*Tue., 1/26 The Commissioners will hold regular session at 9:00 a.m.*

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

*Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to adjourn the meeting at 10:07 a.m.*

*Geauga County Board of Commissioners*

\_\_\_\_\_  
*Walter M. Claypool*

\_\_\_\_\_  
*Ralph Spidalieri*

\_\_\_\_\_  
*Blake A. Rear*

\_\_\_\_\_  
*Christine Blair, Commissioners' Clerk*

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