

Commissioners' Journal
September 1, 2015

The Geauga County Board of Commissioners met in session on September 1, 2015 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 9:02 a.m. by leading the Board and audience in reciting the Pledge of Allegiance.

APPROVE MINUTES

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the minutes for the meeting of August 25, 2015.

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

APPROVE FINANCIALS

Budget and Finance Manager Heidi Delaney explained the financials for today as including an Appropriation transfer from the Contingency account to return appropriations to the Sheriff's Office for expenses reimbursed and deposited into the General Fund; Supplemental appropriations for the Department of Water Resources for change orders for the EnviroCom Contracts and debt transfers; Cash transfers out of the General Fund for portions of 2015 funding for the Office of Community and Economic Development and Court Technology; a Purchase order for MT Business Technologies for the purchase of (2) multi-function Ricoh Afficio copiers for the Department of Job and Family Services in the amount of \$18,513.00; Travel encumbrances for the Department of Emergency Services and the Juvenile Court; a payment to Geauga County Agricultural Society for 2015 funding and the 2nd quarter Bed Tax distributions; and Payment #3 to Miller Builders for the salt storage building project for the Engineer's Office in the amount of \$131,452.50.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute Resolution #15-122 itemizing the financials for the meeting of September 1, 2015.

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

**ARCHIVES/ RECORDS CENTER – ACCEPT RESIGNATION – MATTHEW MURPHY –
ARCHIVES AND RECORDS CLERK – ADVERTISE POSITION**

Director of Administrative Services Linda Burhenne asked the Board to accept the resignation of Mr. Murphy, noting that he is moving on to bigger and better things. Ms. Burhenne asked the Board to then advertise to fill that position.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to accept the resignation of Matthew Murphy, Archives and Records Clerk to be effective September 4, 2015.

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

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to grant permission to advertise for the position of Archives and Records Clerk (#2607). This position will remain posted until filled.

<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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**OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT – REJECT ALL BIDS –
THOMPSON TOWNSHIP COMMUNITY CENTER PARKING FACILITIES PROJECT**

Program Administrator Joni Stusek explained that originally they had done an RFP and received no response, we went to bid and received one but that was over the Engineer's estimate so we need to reject those bids and then try again with another RFP.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to reject all bids submitted for the Thompson Township Community Center Parking Facilities project, as they were over the Engineer's estimate.

<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 – HOUSING SEMI-ANNUAL
PROGRAM INCOME REPORT**

Ms. Stusek explained that these funds are from the old CHIP program, down payment assistance and rehabilitation and the CDBG for any emergency programs that were done in the past, this report tells the state what we have received in over the last six months from any mortgages that may have been satisfied.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and authorize the President of the Board to execute the Housing Semi-Annual Program Income Report for the period January 1, 2015 through June 30, 2015.

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

**OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT – ED RLF SEMI-ANNUAL
REPORT**

Ms. Stusek explained that this is a similar report for the Revolving Loan Fund, again for the last six months.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and authorize the President of the Board to execute the ED RLF Semi-Annual Report for the period January 1, 2015 through June 30, 2015.

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

**OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT – CERTIFICATION OF
DETERMINATION OF SUBSEQUENT EXEMPTION FOR CATEGORICAL EXCLUSION
PROJECT – PATTIE GROUP**

Ms. Stusek explained that this loan has been approved by the Revolving Loan Fund committee but has not yet been finalized, this certification simply states that the loan will not have any impact on the county.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and authorize the President of the Board to execute the Certification of Determination of Subsequent Exemption for a Categorical Exclusion Project in regards to the Pattie Group, under Program Income in the amount \$250,000.00.

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

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COUNTY ENGINEER'S OFFICE – CHANGE ORDER #1 FINAL – DECREASE CONTRACT WITH RONYAK PAVING, INCORPORATED – ASPHALT RESURFACING RAVENNA ROAD

Deputy Engineer Nick Gorris asked the Board to execute the change order for Ravenna Road, noting that it is the final and includes a decrease of over \$27,000.00. The is the section north of town to the county line.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute Change Order #1 and Final, decreasing the Contract with Ronyak Paving, Incorporated for the Asphalt Resurfacing of Ravenna Road (CH 601, Sections A-D) in Chardon Township in the amount of \$27,414.20.

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

COUNTY ENGINEER'S OFFICE – FINAL PLAT - CANYON LAKES COLONY SUBDIVISION, PHASE 13B (QUARRY CIRCLE)

Mr. Gorris asked the Board to execute the final plat for Canyon Lakes Colony, Phase 13B, Quarry Circle in Bainbridge Township.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the Final Plat for Canyon Lakes Colony Subdivision, Phase 13B (Quarry Circle) in Bainbridge Township.

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

DEPARTMENT OF WATER RESOURCES – OHIO PUBLIC WORKS COMMISSION APPENDIX E – DISBURSEMENT REQUEST FORM AND CERTIFICATION #3 – THOMPSON TOWNSHIP SEWER PROJECT

Director Gerard Morgan explained that this reimbursement is for the Thompson Sewer Project, noting that they pay the invoice and then ask for reimbursement from the funding sources.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and authorize the President of the Board to execute the Ohio Public Works Commission Appendix E – Disbursement Request Form and Certification #3 for the Thompson Township Sewer Project in the amount of \$108,567.26.

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

COMMISSIONERS' OFFICE – UPDATED PAYROLL AUTHORIZATION FORM – ACCOUNTING FORMS AUTHORIZATION FORM – DEPARTMENT OF WATER RESOURCES

County Administrator David Lair explained that we need to update the payroll authorization and accounting forms to reflect the changes with the new Director.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and authorize the President of the Board to execute the updated Payroll Authorization Form for the Department of Water Resources.

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

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and authorize the President of the Board to execute the updated Accounting Forms Authorization Form for the Department of Water Resources.

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

COMMISSIONERS' OFFICE – NOMINATE WALTER M. CLAYPOOL – GEAUGA COMMUNITY ACTION, INCORPORATED

Mr. Lair explained that per the by-laws five seats are to be filled by public officials, and that we are asking the Board to nominate Mr. Claypool to fill one of those seats for a three year term.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to nominate Walter M. Claypool, Public Official to serve on the Geauga Community Action, Inc. Board for a three year term beginning October 1, 2015.

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

COMMISSIONERS' OFFICE – CEBCO/STAYWELL TIER 2 WELLNESS PROGRAM FOR 2016

Human Resources Specialist Kathy Hostutler explained that the County belongs to the CEBCO consortium and last year they put a focus on wellness and required the CEBCO member counties to participate in a Staywell Program, and Geauga County chose to do this at the Tier I level. Ms. Hostutler explained that those employees that participate will receive a \$100.00 incentive and the wellness rate for the employee share of healthcare costs set by the county. Ms. Hostutler stated that CEBCO did listen to us and put a stronger focus on preventative exams, dental and eye exams and are recommending for us to move to Tier II for next year. Ms. Hostutler explained that an option is to have the spouse participate, noting that the spouse is not a requirement. Ms. Hostutler stated that if the employee participates and the spouse also participates that they will both receive \$150.00 incentive plus the wellness rate. Commissioner Rear wanted to clarify that the incentives to the employees are being paid by CEBCO and that he Elected Officials are not eligible for any of the incentives. Commissioner Claypool expressed that it's all taxpayer money, but in addition to the incentive there is a reduction in the contribution rates for those that participate. This move from Tier I to Tier II is to try and motivate employees to do more regarding their health. Mr. Lair added that CEBCO membership is thirty-three counties and the Board is primarily elected officials, along with a few Human Resources professionals who are making the decisions on these programs. Ms. Hostutler explained that this was a transitional year, since the county had done its own wellness program for the previous four years which was locally administered on paper with the help of the departments. Ms. Hostutler added that this program will reward healthy behavior on the part of the employees, so if the numbers are good and in the range they should be, they will get points for that. Mr. Lair added that Staywell does all the tracking for the employees and the county does not see any of the individual detail. Ms. Hostutler stated that the county will receive a list that says who participated and completed the program and received the incentive.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve the CEBCO/Staywell, Tier 2 Wellness Program for County Employees for the Year 2016.

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

COMMISSIONERS' OFFICE – AMEND MOTION FROM AUGUST 27, 2015

Ms. Burhenne stated that action had been taken last week and after talking to the Prosecutor's Office she suggested we execute the order of removal form.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to amend the motion from August 27, 2015 to read: approve the termination of Dawn Clipston, Senior Attendant, as a probationary removal. The Termination is effective immediately due to unsatisfactory performance during her probationary period per the Geauga County Personnel Policy and Procedure Manual, Section 2.18 Employment Separation.

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And further, execute the Order of Removal, Reduction, Suspension, Fine, Involuntary Disability Separation Form (R.C. 124.34).

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

COMMISSIONERS' OFFICE – 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 County Home.

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

It was noted that County Administrator David Lair, Director of Administrative Services Linda Burhenne and Director Karen DeCola would be joining the Board in executive session. The Board returned at 9:55 a.m. and took the following action:

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve a re-grade of the Attendant and Cook positions to a Grade 4 and to re-grade the Senior Attendant and Senior Cook positions to a Grade 5 per the Geauga County Personnel Policy and Procedure Manual, Section 4. Compensation, Re-grade.

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

DISCUSSION – ANNEX PARKING LOT

Commissioner Spidalieri inquired on where they were at with the parking issue at the Annex, to which discussion was held regarding the suggestion made by Mr. Vernick on a proposal to fix the problem and the Board answered several questions raised by members of the audience.

COMMISSIONERS' OFFICE – AMEND MOTION

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to amend the motion to read: approve a re-grade of the Attendant and Cook positions to a Grade 4 and to re-grade the Senior Attendant and Senior Cook positions to a Grade 5 per the Geauga County Personnel Policy and Procedure Manual, Section 4. Compensation, Re-grade, and include the current postings of Full-time and Part-time Attendant in the re-grade of rates.

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

ACKNOWLEDGEMENTS

- a) A weekly report filed by the County Dog Warden of all dogs seized, impounded, redeemed or destroyed for the week ending August 19, 2015 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 prisoner transport for the month ending July, 2015 as required by O.R.C. 325.07.*

OTHER

The Board reviewed upcoming events.

MEETINGS

Thu., 9/3 The Commissioners will hold regular session at 10:00 a.m. at the Great Geauga County Fair, Junior Fair Stage. (Note Start Time and Location of Meeting)

Thu., 9/3 – Mon. 9/7 Great Geauga County Fair, Burton

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Mon., 9/7 County offices will be closed for general business due to the Labor Day holiday.

Tue., 9/8 The Regularly scheduled Commissioners' meeting is cancelled.

Tue., 9/8 Planning Commission meeting at 7:00 p.m. in the Planning Commission meeting room, Bldg. #1C, 470 Center Street, Chardon

Fri., 9/11 NOACA Board of Directors, 9:00 a.m. in Cleveland

Mon. 9/14 Board of Revision, 9:00 a.m. Auditor's Office

Tue., 9/15 The Commissioners will hold regular session at 9:00 a.m. that will include a Public Hearing at 9:30 a.m. for the Ohio Department of Transportation Program CY2016 Operating and Capital Grant Proposals

Wed., 9/16 Department on Aging Annual Meeting and Luncheon, 11:30 a.m. at Notre Dame Education Center Auditorium

Fri., 9/18 NOACA – Air Quality 9:00 a.m., Transportation 10:30 a.m., and Water Quality 12:00 p.m. Cleveland

BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to adjourn the meeting at 10:12 a.m.

Geauga County Board of Commissioners

Walter M. Claypool

Ralph Spidalieri

Blake A. Rear

Christine Blair, Commissioners' Clerk

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