

Commissioners' Journal
June 20, 2017

The Geauga County Board of Commissioners met in session on June 20 2017 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, Ralph Spidalieri opened the meeting at 9:19 a.m. by leading the Board and audience in reciting the Pledge of Allegiance.

MEETING MINUTES

Motion: by Commissioner Lennon, seconded by Commissioner Claypool to approve and execute the minutes for the meeting of June 13, 2017.

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

APPROVE FINANCIALS

Fiscal Specialist Deborah Ashburn explained the financials for today as including Supplemental Appropriations for the Clerk of Courts Computerization Fund and the Sheriff Law Enforcement Block Grant Fund; Cash transfers from the General Fund to the Sewer / Water Debt Retirement Fund for OWDA Debt Requirements for the Water Tower and Water Treatment Plant; to the County Home for a portion of 2017 funding and to the Court Technology Fund for a portion of 2017 funding; a Then and Now for the Microfilm Board for supplies and a payment to Jack Gibson Construction for the Department of Water Resources for upgrades to the Russell Park Wastewater Treatment Plant in the amount of \$66,083.07.

Motion: by Commissioner Lennon, seconded by Commissioner Claypool to approve and execute Resolution #17-076 itemizing the financials for the meeting of June 20, 2017.

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

DEPARTMENT ON AGING – UNPAID PERSONAL LEAVE – CHRISTINE BACON

It was noted that Ms. Bacon had some family matters to take care of and asked for unpaid leave.

Motion: by Commissioner Lennon, seconded by Commissioner Claypool to approve an unpaid personal leave of absence for Christine Bacon, Full-time Recreation and Education Coordinator beginning June 13, 2017 for up to ten days (80 hours).

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

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT – SATISFACTIONS OF MORTGAGES – GOLD KEY PROCESSING, LTD – REVOLVING LOAN FUND LOANS

Program Administrator Joni Stusek stated that these mortgages for Gold Key Processing have been satisfied under the Revolving Loan Fund.

Motion: by Commissioner Lennon, seconded by Commissioner Claypool to approve and execute a Satisfaction of Mortgage for Gold Key Processing, Ltd. for property located at 14910 Madison Road, Middlefield, as the mortgage filed May 18, 2000 under the Revolving Loan Fund in the amount of \$500,000.00 has been satisfied.

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

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Motion: by Commissioner Lennon, seconded by Commissioner Claypool to approve and execute a Satisfaction of Mortgage for Gold Key Processing, Ltd. for property located at 14910 Madison Road, Middlefield, as the mortgage filed August 25, 2004 under the Revolving Loan Fund in the amount of \$500,000.00 has been satisfied.

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

TRANSIT – TRANSPORTATION SERVICES AGREEMENT – GEAUGA COMMUNITY ACTION, INCORPORATED FOR CHAGRIN FALLS PARK COMMUNITY CENTER PROGRAMS

Operations Manager Jack Jackson asked the Board to approve an agreement with Geauga Community Action to cover the costs for transportation services for about 20-30 kids at Chagrin Falls Park that are attending summer programs for the next few weeks.

Motion: by Commissioner Lennon, seconded by Commissioner Claypool to approve and execute the Transportation Services Agreement between the Geauga County Board of Commissioners on behalf of Geauga Transit and Geauga Community Action, Incorporated to provide transportation services for Chagrin Falls Park Community Center's Explore and Excel Summer programs for the period June 14, 2017 through July 28, 2017 in the amount of \$3.00 per mile with a not to exceed amount of \$5,000.00.

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

DEPARTMENT OF WATER RESOURCES – CHANGE ORDER #6 – INCREASE – JACK GIBSON CONSTRUCTION, INCORPORATED

Director Gerard Morgan explained change order #6 that relates to burying the EQ tank.

Motion: by Commissioner Lennon, seconded by Commissioner Claypool to approve and execute Change Order #6 increasing the Contract with Jack Gibson Construction Company for additional excavation costs at the EQ tank relating to poor soil conditions and electrical upgrades to the disk filter building and blower panel for the Russell Park Wastewater Treatment Plant upgrades project in the amount of \$26,142.95.

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

DEPARTMENT OF WATER RESOURCES – STOCKTON DRIVE (PRIVATE) MAINTENANCE AGREEMENT

Mr. Morgan stated that this agreement replaces a verbal agreement that was done back in the 1970's requiring the county to cover half of the cost for certain maintenance fees. After negotiating we finally agreed to pay 1/20th of the fees covering only the driveway that we utilize.

Motion: by Commissioner Lennon, seconded by Commissioner Claypool to approve and execute the Stockton Drive (private) Maintenance Agreement between the Geauga County Board of Commissioners and Stockton Gardens Condominium Association, Phase 1 and Phase 2 to be effective June 20, 2017.

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

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DEPARTMENT OF WATER RESOURCES – SERVICE CONTRACT AGREEMENTS– GEAUGA COATINGS AND HERSHBERGER ROOFING AND SIDING, LLC – REPAIRS AT VALLEY VIEW WASTEWATER TREATMENT PLANT

Mr. Morgan stated that this plant is over twenty years old and these contracts are to do coatings on the clarifier tanks and steel to coat it in hopes it will last another twenty years.

Mr. Morgan stated the agreement with Hershberger is to do a roof on the building.

Motion: by Commissioner Lennon, seconded by Commissioner Claypool to approve and execute the service Contract Agreement with Geauga Coatings to perform sand blasting and coatings to all metal and concrete surfaces at the Valley View Wastewater Treatment Plant and Clarifier in Chesterland during the Year 2017 in an amount not to exceed \$29,800.00.

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

Motion: by Commissioner Lennon, seconded by Commissioner Claypool to approve and execute the service Contract Agreement with Hershberger Roofing and Siding, LLC to perform the installation of a metal roof on two buildings at the Valley View Wastewater Treatment Plant in Chesterland during the Year 2017 in an amount not to exceed \$12,293.00.

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

DEPARTMENT OF WATER RESOURCES – PROMOTE ERIC PECK – OPERATER III (#2312)

Mr. Morgan asked the Board to promote Mr. Peck to Operator III since he recently obtained his license.

Motion: by Commissioner Lennon, seconded by Commissioner Claypool to approve the promotion of Eric Peck to the position of Operator III (#2312) effective June 18, 2017 at the rate of \$23.23 per hour with a 180 day probationary period.

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

COMMISSIONERS' OFFICE – PUBLIC HEARING – 2018 TAX BUDGET FOR GEAUGA COUNTY

Motion: by Commissioner Lennon, seconded by Commissioner Claypool to waive the reading of the legal notice.

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

Commissioner Spidalieri opened the Public Hearing at 9:31 a.m. County Administrator Dave Lair, Budget Director Anne Rasic and Fiscal Specialist Deborah Ashburn presented the following presentation:



Geauga County
2018 Tax Budget

Public Hearing
June 20, 2017

Anne Rasic, Budget Director
Deborah Ashburn, Fiscal Specialist
Dave Lair, County Administrator

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Mr. Lair explained that Geauga County does a tax budget every year in preparation for the actual budget (permanent appropriation) that guides spending for next year. The County is on a calendar fiscal year, as opposed to the State (July – June) and Federal (September –October) fiscal years. Mr. Lair explained that Budget Hearings are held in the fall with the final appropriation done in December. Actual carryover is known in January when supplemental appropriations can be done in the General Fund. The total County Budget has over 100 funds and the Park District, Health District and County Library are not included in the County Budget. The General Fund is what will be discussed today.



Gauga County 2018 Tax Budget
Overview

Total 2018 Tax Budget - \$116.7M

General Fund Budget - \$32.7M

General Fund Requests - \$35.5M

Ms. Ashburn stated that there are two main sources of revenue, sales and property taxes. We will take a look at the property tax break down and how it is used to fund the county programs.



Gauga County 2018 Tax Budget
Property Tax Overview

For every \$1.00 of property tax paid by a homeowner in Geauga County, on the average **\$0.21 is used to fund County programs**. In general, the remaining \$0.79 is allocated predominately to the local school districts and JVSD, with the balance going to the local community.



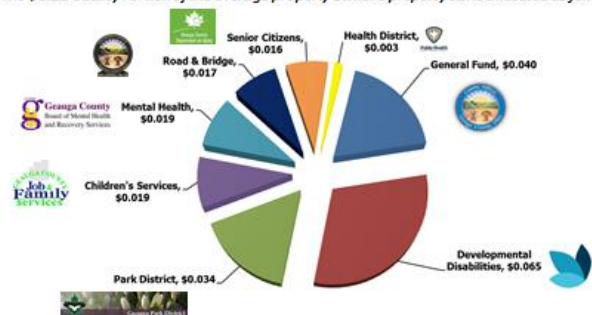
Source – Gauga County Auditor's Office

This shows how the \$0.21 cents from each dollar is broken down. All of these programs except for the General Fund have been voted on and approved by Geauga County residents.



Gauga County 2018 Tax Budget
Property Tax Allocation

The \$0.21 County Portion of the average property owner's property tax is allocated as follows:

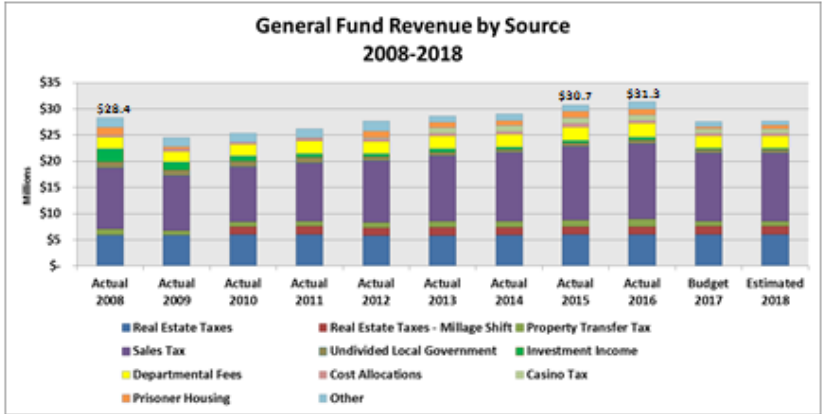


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Mr. Lair explained the history of General Fund revenue, noting that a half million in debt retirement funds was shifted back into the General Fund in 2010. Mr. Lair discussed the prisoner housing funding that also dropped but has recently come back. He remains conservative in the estimate of revenue to be received.



Geauga County 2018 Tax Budget
General Fund Revenue History



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Ms. Rasic noted that there is only a \$100,000.00 increase for 2018 over the 2017 budget. Ms. Rasic stated that numbers are going to be held to 2017 levels. A portion of sales tax revenue is going to be lost due to a ruling regarding taxing Medicaid Managed Care Organizations. This is a loss of about 2.8% or \$400,000.00 of the budget.



Geauga County 2018 Tax Budget
Revenue Overview

2018 General Fund Revenue: \$27.7M
Increase from 2017: \$0.1M
(2017 CY Budget vs 2018 Tax Budget)

Major sources of revenue held to 2017 Budget amounts

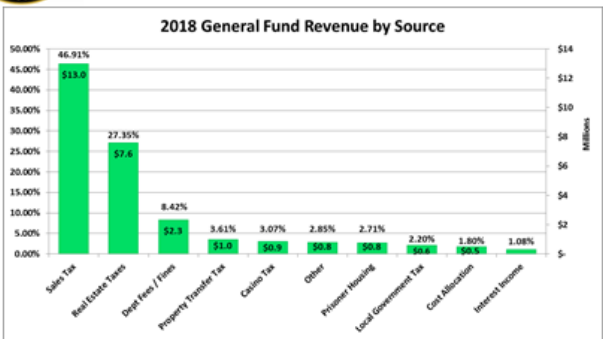
- County Sales Tax projected at 2017 level (\$13M) due to Sales Tax loss on previously taxed Medicaid Managed Care Organizations (2.8% of total Sales Tax Receipts)
- No increases to Property Taxes, Local Government Support Fund and Casino Tax for 2018
- Slight increase in Prisoner Housing Revenue (\$250K) partially offset by reductions in Other Fees and Fines

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Ms. Rasic stated this slide shows our resources by revenue, noting the two largest are sales tax and property taxes.




Geauga County 2018 Tax Budget
2018 General Fund Revenue



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Ms. Rasic noted that the estimated budget for 2018 includes an estimated carryover of \$5 million dollars which is still a little conservative based on prior years. Carry over exists only if you have greater revenues than budgeted and expenditures are less than what is planned. Ms. Rasic noted a change in 2014 and 2015 that shows a large increase in sales tax, and we are starting to see the sales tax flatten so we are leaving the sales tax estimate at \$13 million.




Geauga County 2018 Tax Budget Available Resources History

Changes to Available Resources 2014-2018

	2014 Actual	2015 Actual	2016 Actual	2017 Budgeted	2018 Estimated
Unencumbered Carryover Balance	\$7.2	\$6.8	\$7.3	\$7.6	\$6.0
Calendar Year Revenue	\$29.1	\$30.7	\$31.3	\$27.6	\$27.7
Total Resources	\$36.3	\$37.5	\$38.6	\$35.2	\$32.7
Increase to Calendar Year Revenue					\$0.1

A big change this year is that there has been no increase budgeted for healthcare.

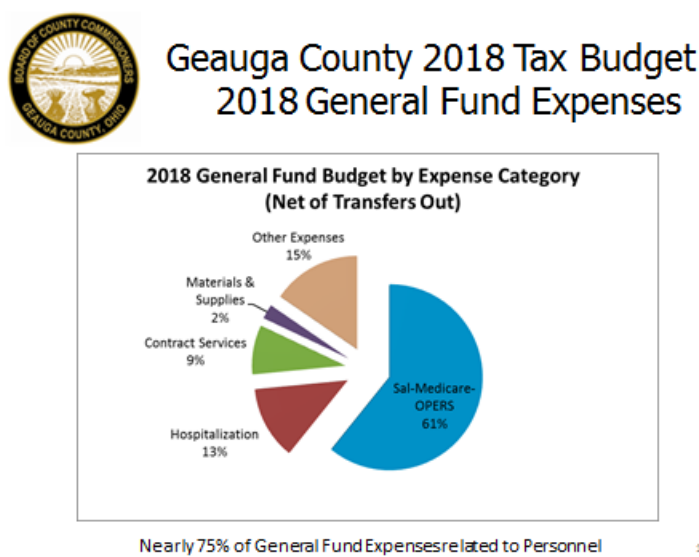


Geauga County 2018 Tax Budget Expense Overview

2018 General Fund Operating Expenses:	\$32.7M
Decrease Net of Transfers:	(\$0.5M)
(2017 CY Budget vs 2018 Tax Budget)	

- Key Assumptions in 2018 Tax Budget
- 0% wage increase
 - No increase budgeted for county portion of Hospitalization
 - 2016 – 12% increase (~\$300K increase to General Fund)
 - 2017 – 12% increase (~\$477K increase to General Fund)
 - \$442K of Equipment in 2017 Budget
 - No Equipment included in 2018 Tax Budget

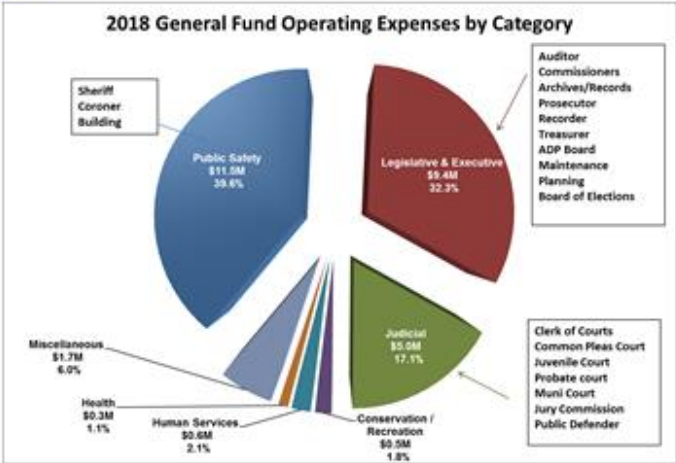
Ms. Rasic noted that nearly 75% of expenses are personnel related.



Ms. Rasic went over the breakdown of the expenses by category.



Geauga County 2018 Tax Budget
2018 General Fund Expenses



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Geauga County 2018 Tax Budget
2018 General Fund Expenses

General Fund Operating Expenses (Net of Transfers Out)		
\$'s in Millions		
Category	2017	2018
Public Safety	\$11.9	\$11.5
Legislative & Executive	\$9.3	\$9.4
Judicial	\$5.1	\$5.0
Conservation / Recreation	\$0.5	\$0.5
Human Services	\$0.6	\$0.6
Health	\$0.3	\$0.3
Miscellaneous	\$1.7	\$1.7
Total	\$29.5	\$29.1

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Mr. Lair stated that debt had been issued since 2005 when the safety center was constructed, with combined debt for a digital communication system for about a year and half until the Safety Center was paid off. The digital communication system will be paid off this year in August and the General Fund will then be debt free.



Geauga County 2018 Tax Budget
County Debt

- Issued \$2M note in 2016 for radio system
- Remaining \$2M to be paid off in 2017
- Rapid pay down on debt ensures good credit rating, currently AA
- County now positioned for future development activities

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Geauga County 2018 Tax Budget
Questions

Thank you for your attention

Questions ?

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The Tax Budget will be presented for approval to the Board on July 6th. Being No further comments or questions, the Public Hearing was closed at 9:48 a.m.

DEPARTMENT OF JOB AND FAMILY SERVICES – EXECUTIVE SESSION

Motion: by Commissioner Lennon, seconded by Commissioner Claypool to move into Executive Session for the purpose of discussing the compensation of public employees.

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

The Board went in to Executive Session at 9:49 a.m. A short time later Mr. Lennon asked County Administrator Dave Lair, Director of Administrative Services Linda Burhenne, Executive Director Craig Swenson and Assistant Director Paul Reiman to join the Board. The Board returned at 10:30 a.m. and as a result the following action was taken:

Motion: by Commissioner Lennon, seconded by Commissioner Claypool to adjust the wages scale and compensation of the employees at the Department of Job and Family Services, effective with 2017 payroll number #14 by an increase of three percent (3%), rounding the adjusted hourly rate to the nearest penny.

Postings for current job openings will be revised to reflect this change.

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

BLUE FLAME ENERGY SERVICES

Jeff Simler and Chris Schoss addressed the question raised last week regarding the bid process and how suppliers will be notified about the bids. Mr. Simler explained that their Attorney and the Assistant Prosecutor have been going back and forth and understand that they have to follow the requirements of the ORC. Mr. Simler stated that the public notice put in the newspaper is automatically uploaded to OhioPublicNotices.com website. Mr. Spidalieri inquired if that would reach all the different suppliers that monitor it regularly. Mr. Simler stated another option would be to use the list from the PUCO that lists the 121 qualified suppliers in the State of Ohio and mail the public notice to them, inviting them to bid. Mr. Simler stated at that time if they have interest they would be sent the bid package and then we would accept the sealed bids. Once the bids are received and opened then they will reviewed and a suggestion made to the Board. Mr. Spidalieri inquired about the list and wanted to make sure that this is the only list of suppliers that are qualified and that no one is left out. He requested a postage trail to each one on the list to make sure we have proof that we fulfilled our obligation.

Commissioner Claypool inquired if the Board could subcontract with Blue Flame to allow Blue Flame to then handle the bidding process. If it's not possible he wanted to know what they needed to do to become similar to Palmer Energy. The Board expressed concern about the

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response they received by CCAO and Palmer Energy. Mr. Spidalieri stated that again, for full disclosure, he uses Blue Flame for his business and has nothing to gain from this and inquired if it was legal for him to be able to vote on it. The Board was not ready to move forward today, as the contract needed to be reviewed and updated to include additional departments besides Water Resources. Appreciation was expressed to Blue Flame for their dedication in working through the requirements. Mr. Claypool inquired about how much time the staff has to be involved in the process. Mr. Lennon added that they needed to get the best rate, long term and to get it done now, with temperatures and pricing going up.

NOACA

Mr. Claypool noted that there was a lively discussion and debate at the NOACA meeting and citizens from our County, including Ms. Jones were there and spoke up about the Water Quality plan. He noted that, while it will get approved, they are taking our suggestions into consideration.

ACKNOWLEDGEMENTS

- a) A weekly report filed by the County Dog Warden of all dogs seized, impounded, redeemed or destroyed for the week ending June 7, 2017 as required by O.R.C. 955.12.*

OTHER

The Board reviewed upcoming events.

MEETINGS

- Tue., 6/20 Work Session, 8:00 a.m. Chambers, regarding Feasibility Study*
- Tue., 6/20 Investment Advisory Board, Following Work Session, Chambers*
- Tue., 6/20 Geauga Trumbull Solid Waste Board of Directors meeting, District Office at 1:00 p.m.*
- Tue., 6/20 ADP Meeting, Auditor's Office, 2:00 p.m.*
- Mon. 6/26 Board of Revision, 9:00 a.m. Auditor's Office*
- Tue., 6/27 Board of Revision, 9:00 a.m. Auditor's Office*
- Tue., 6/27 The Commissioners will hold regular session at 9:00 a.m.*
- Mon., 7/3 **County offices under the Commissioners Hiring Authority will be closed for general business. Twenty-four hour operations will continue to operate as usual.***
- Tue., 7/4 **County offices will be closed for general business due to the Fourth of July holiday. Twenty-four hour operations will continue to operate as usual.***
- Thu., 7/6 The Commissioners will hold regular session at 9:00 a.m.*
- Thu., 7/6 Portage Geauga Juvenile Detention Center Joint Board meeting, 1:30 p.m.
Gauga County*

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BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD

Motion: *by Commissioner Lennon, seconded by Commissioner Claypool to adjourn the meeting at 10:45 a.m.*

Geauga County Board of Commissioners

Ralph Spidalieri

Walter M. Claypool

Timothy C. Lennon

Christine Blair, Commissioners' Clerk

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