

**Commissioners' Journal**  
**February 14, 2019**

*The Geauga County Board of Commissioners met in session on February 14, 2019 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, Timothy C. Lennon opened the meeting at 9:00 a.m. by leading the Board and audience in reciting the Pledge of Allegiance.*

*\*Commissioner Spidalieri was absent from this meeting.*

**FINANCIALS**

*County Administrator Gerard Morgan reported on financials from February 7, 2019, Resolution #19-019, as including a Travel request for the ADP Board to attend the 2019 Tyler Technology Conference, as approved by the County Administrator pursuant to Resolution #19-006 approved January 8, 2019 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 2019, as authorized by O.R.C. 305.30.*

**FINANCIALS**

*County Administrator Gerard Morgan reported on financials from February 12, 2019, Resolution #19-020 that included an Appropriation transfer to the Engineer's General Fund Account for payroll and operations of the Engineer's Tax Map Office, a Cash transfer out of the General Fund to Airport Construction for the grant match of the Runway Lighting project, a Cash transfer out of the General Fund to the Wetland Mitigation Bank fund for a stream credit incorrectly deposited into the General Fund, Travel request for the Clerk of Courts, a Then and Now for Job and Family Services to Starting Point for classroom technical assistance in November and December 2018, a payment to Tom Paige Catering for the Department on Aging for Home Delivered and Catered Meals in the amount of \$29,086.40, a payment to Northwoods Consulting for Job and Family Services for 2019 service and support of State Mandated document imaging in the amount of \$15,000.00, and a Revenue Certification for Job and Family Services for VOCA grant revenue expected for the Child Advocacy Center, as approved by the County Administrator pursuant to Resolution #19-006 approved January 8, 2019 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 2019, as authorized by O.R.C. 305.30.*

**COMMISSIONERS OFFICE - COUNTY ADMINISTRATOR'S REPORT**

*Mr. Morgan reported on the items approved February 8, 2019 by the County Administrator, that included for the Airport Authority acknowledging and approving Reimbursement Request #3 for FAA Grant project to install Runway 11/29 lighting, Taxiway Connector lighting, Install Runway 11/29 End Identifier Lights, Install Precision Approach Path Indicator and Install Beacon and Lighted Wind Cone in the amount of \$17,672.07 (\$15,905.00 FAA portion, \$1,647.93 ODOT Portion and \$119.14 local county match and for Water Resources approved and executed a service Contract Agreement with Tim Frank Septic Tank Cleaning Company to perform emergency sludge hauling and vector services for the Department for the period of three years (2019-2020-2021) in an amount not to exceed \$30,000.00 (\$10,000.00 per year) and on February 12, 2019 that included for the Department of Development (Community & Economic) approved hiring Cristine Lewis to the position of Office Coordinator (#1405) to be effective February 19, 2019 at the rate of \$14.25 per hour with a one year probationary period. This offer of employment is contingent upon the successful completion of the required pre-employment conditions; as authorized by Resolution #19-006 under the direction and supervision of the County Commissioners that was approved January 8, 2019 pursuant to O.R.C. 305.30.*

**MEETING MINUTES**

*Motion: by Commissioner Dvorak, seconded by Commissioner Lennon to approve and execute the minutes for the meeting of January 24, 2019.*

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<i>Roll Call Vote:</i>	<i>Commissioner Dvorak</i>	<i>Aye</i>
	<i>Commissioner Spidalieri</i>	<i>Absent*</i>
	<i>Commissioner Lennon</i>	<i>Aye</i>

*Motion:* by Commissioner Dvorak, seconded by Commissioner Lennon to approve and execute the minutes for the meeting of January 29, 2019.

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

*Motion:* by Commissioner Dvorak, seconded by Commissioner Lennon to approve and execute the minutes for the meeting of February 5, 2019.

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

**DEPARTMENT OF DEVELOPMENT (COMMUNITY & ECONOMIC) – CONTRACT AGREEMENT – CT CONSULTANTS, INCORPORATED**

*Executive Director Dave Favorite asked the Board to execute the Agreement with CT Consultants to help provide an assessment of the current needs and identify the current work needed to be completed and a month to month contract to assist with getting the work completed. Mr. Favorite hopes to hire a Program Administrator that with the help of CT they will get that employee brought up to speed. There was a brief discussion on the amount of the contract.*

*Motion:* by Commissioner Dvorak, seconded by Commissioner Lennon to approve and execute the Contract Agreement with CT Consultants, Incorporated to provide Technical Assistance and Program Administration Services for the Community Development Block Grant programs during the Year 2019. This agreement will be billed at an hourly rate that includes, Phase I for review of current needs and close out for fifteen hours (\$1,725.00), Phase II for up to twenty (20) hours per month for technical and administration services (\$2,300.00/month) with additional hours needed for the Project Development Specialist billed at \$115.00 per hour and the Rehab Specialist billed at \$110.00 per hour, with a not to exceed amount of \$12,500.00 without prior approval from the Board.

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

**DEPARTMENT OF DEVELOPMENT (COMMUNITY & ECONOMIC) – ADDENDUM #1 TO REQUEST FOR COMPETITIVE SEALED PROPOSALS**

*Mr. Favorite asked the Board to approve Addendum #1 to answer questions received regarding the Competitive Sealed Proposals for the Strategic Plan.*

*Motion:* by Commissioner Dvorak, seconded by Commissioner Lennon to approve Addendum #1 to the Request for Competitive Sealed Proposals, pursuant to O.R.C. 307.862 for the Facilitation and Preparation of a Strategic Plan for Economic Development.

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

**APPROVE FINANCIALS**

*Budget and Finance Manager Adrian Gorton explained the financials for today as including a Contract for the Department of Development (Community & Economic) for CT Consultants, Incorporated.*

*Motion:* by Commissioner Dvorak, seconded by Commissioner Lennon to approve and execute Resolution #19-021 itemizing the financials for the meeting of February 14, 2019.

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Roll Call Vote:	Commissioner Dvorak	Aye
	Commissioner Spidalieri	Absent
	Commissioner Lennon	Aye

PLANNING COMMISSION – REFUND STREAM MITIGATION CREDITS – BREEZY POINTE LIMITED PARTNERSHIP

Mr. Morgan explained that the EPA has determined that the Pope Home Site is no longer viable for Stream Mitigation Credits and Breezy Pointe Limited Partnership has requested a refund for the deposits that they had put down on credits.

Motion: by Commissioner Dvorak, seconded by Commissioner Lennon to grant the request of Breezy Pointe Limited Partnership and refund the deposits paid by Breezy Pointe totaling \$4,470.00 under the Purchase Agreement for Stream Mitigation Credits at the Pope Home Site.

Roll Call Vote:	Commissioner Dvorak	Aye
	Commissioner Spidalieri	Absent
	Commissioner Lennon	Aye

DEPARTMENT ON AGING – SFY 2018-2019 MEDICARE IMPROVEMENTS FOR PATIENTS AND PROVIDERS ACT (MIPPA) MEDICARE SAVINGS PROGRAMS, LOW INCOME SUBSIDY AND PRESCRIPTION DRUG ASSISTANCE THROUGH THE AGING NETWORK, STATE HEALTH INSURANCE PROGRAM AND AGING DISABILITY RESOURCE CENTERS GRANT AGREEMENT

Assistant Director Kathy Petrella asked the Board to execute the MIPPA grant agreement that will reimburse the department for up to \$2,600.00 for assisting clients applying for assistance through the social security administration.

Motion: by Commissioner Dvorak, seconded by Commissioner Lennon to approve and authorize the President of the Board to execute the SFY 2018-2019 Medicare Improvements for Patients and Providers Act (MIPPA) Medicare Savings Programs, Low-income Subsidy and Prescription Drug Assistance through the Aging Network, State Health Insurance Program (SHIP) and Aging and Disability Resource Centers Grant Agreement between the Western Reserve Area Agency on Aging and the Geauga County Department on Aging for the period September 30, 2018 through September 29, 2019 in the amount of \$2,617.63.

Roll Call Vote:	Commissioner Dvorak	Aye
	Commissioner Spidalieri	Absent
	Commissioner Lennon	Aye

DEPARTMENT ON AGING - DEPARTMENT ON AGING – PLACE NATALIE DOLEZAL – PAID ADMINISTRATIVE LEAVE

Ms. Petrella asked the Board to place Ms. Dolezal on paid administrative leave.

Motion: by Commissioner Dvorak, seconded by Commissioner Lennon to approve the placement of Natalie Dolezal, Recreation and Education Coordinator on paid administrative leave effective February 13, 2019 until further notice.

Roll Call Vote:	Commissioner Dvorak	Aye
	Commissioner Spidalieri	Absent
	Commissioner Lennon	Aye

MAINTENANCE – CHANGE ORDER #1 INCREASE CONTRACT – S.A.M. LANDSCAPING

Director Glen Vernick explained that on average they use \$10,000.00 a year at the Safety Center and is asking to increase the contract for the remainder of the contract by \$10,000.00. Mr. Vernick doesn't anticipate utilizing this amount, but this will cover salt and spring cleanup. Mr. Vernick stated that the price for salt is per ton. This contract was done through the bidding process, there are 4 areas. This increase is for overage on the original contract, not that \$10,000.00 is being added to the contract. There was discussion about plowing being a set price, salt is done as a price per ton and spring cleanup. Mr. Vernick noted that when the contractor puts salt down they have to notify us and we keep track of what is being put down.

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*Motion: by Commissioner Dvorak, seconded by Commissioner Lennon to approve and execute Change Order #1 increasing the Contract with S.A.M. Landscaping for the Snowplowing, Salt and / or Cinderling of Geauga County Parking Lots, Group #4 Safety Center, for additional salting and spring cleanup in the amount of \$10,000.00.*

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

*COMMISSIONERS' OFFICE – ACKNOWLEDGE AND ACCEPT LETTER FROM EDUCATIONAL SERVICE CENTER TO TERMINATE LEASE FOR OFFICE SPACE*

*Mr. Vernick explained that the Lake and Geauga Educational Service Centers merged and Geauga is moving out to space at the Auburn Career Center and notified us that they will be terminating their lease for office space. Mr. Vernick noted that they requested to keep their phone lines forwarded until July 1<sup>st</sup>.*

*Motion: by Commissioner Dvorak, seconded by Commissioner Lennon to acknowledge and accept receipt of a letter from the Geauga County Educational Service Center dated January 23, 2019 notifying the Board that they will be terminating their lease agreement for office space effective April 5, 2019, with phone lines forwarded through July 1, 2019.*

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

*AIRPORT AUTHORITY – ACKNOWLEDGE OHIO DEPARTMENT OF TRANSPORTATION (ODOT), OFFICE OF AVIATION GRANT APPROVAL – OBSTRUCTION REMOVAL (SILOS IN RUNWAY 11 RPZ) AND AUTHORIZE ADVERTISEMENT OF BIDS FOR PROJECT ONCE PLANS AND SPECIFICATIONS ARE APPROVED BY ODOT*

*Airport Authority Board Member Greg Gyllstrom explained that the objective is to remove the obstruction on Runway 11. Mr. Gyllstrom stated that they had been pre-approved for a grant through ODOT for \$63,460.00, which the 5% match would be county. Mr. Gyllstrom asked the Board to acknowledge that grant and to then authorize to go out to bid for the project, noting that the deadline of having a bid award to ODOT is by March 13<sup>th</sup>. Mr. Gyllstrom explained that there are a variety of obstructions within the RPZ on Runway 11 and they are moving forward on the projects to get them removed and once completed the Airport will be eligible for additional grant funding that will allow them to update and expand the airport facilities. This and the other obstructions are a barrier to the night landings and that will expand the airport use.*

*Motion: by Commissioner Dvorak, seconded by Commissioner Lennon to acknowledge the Ohio Department of Transportation, Office of Aviation Grant approval for “Obstruction Removal (Silos in Runway 11 RPZ)” with ODOT providing 95% of the eligible costs of project, up to a maximum amount of \$63,460.00.*

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

*Motion: by Commissioner Dvorak, seconded by Commissioner Lennon to authorize the advertisement of Bids once approval is received from the Ohio Department of Transportation of the plans and specifications for the project “Obstruction Removal (Silos in Runway 11 RPZ)”.*

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

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DEPARTMENT OF WATER RESOURCES – EXECUTIVE SESSION

*Director Steven Oluic asked the Board to move into executive session.*

*Motion: by Commissioner Dvorak, seconded by Commissioner Lennon to move into Executive Session for the purpose of discussing the possible employment, promotion and compensation of public employees, pursuant to O.R.C. 121.22 (G)(1).*

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

*The Board moved into Executive Session at 9:27 a.m. with Mr. Morgan and Director Steven Oluic. The Board returned from Executive Session at 9:44 a.m. and as a result took the following actions:*

*Motion: by Commissioner Dvorak, seconded by Commissioner Lennon to accept and approve the revised job description for the position of Engineering Technician (#2304) to be effective February 14, 2019.*

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

*Motion: by Commissioner Dvorak, seconded by Commissioner Lennon to accept and approve the revised title and job description for the position of Electrician (#2314) to Electrician I (#2338) to be effective February 14, 2019.*

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

*Motion: by Commissioner Dvorak, seconded by Commissioner Lennon to approve the creation, title and job description for the position of Electrician II (#2339) to be effective February 14, 2019.*

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

*Motion: by Commissioner Dvorak, seconded by Commissioner Lennon to approve the creation, title and job description for the position of Full-time Pre-Treatment Coordinator (#2340) to be effective February 14, 2019.*

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

*Motion: by Commissioner Dvorak, seconded by Commissioner Lennon to accept and approve the revised job description and re-grade of the position of Network Administrator (#2315) from Grade 11 to Grade 15 to be effective February 14, 2019.*

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

*Motion: by Commissioner Dvorak, seconded by Commissioner Lennon to approve the creation, title and job description for the position of Network Technician (#2341) to be effective February 14, 2019.*

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

*Motion:*        *by Commissioner Dvorak, seconded by Commissioner Lennon to accept and approve the revised Organizational Chart that includes the removal of the position of Part-time Special Projects (#2399), an increase to the number of Operator I (#2326) from 5 to 6 positions, the revised title changes and the addition of the positions of Electrician II, Pre-Treatment Coordinator and Network Technician to be effective February 14, 2019.*

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

*Motion:*        *by Commissioner Dvorak, seconded by Commissioner Lennon to grant permission to advertise for the position of Assistant Sanitary Engineer (#2303). This position will remain posted until filled.*

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

*Motion:*        *by Commissioner Dvorak, seconded by Commissioner Lennon to grant permission to advertise internally for the position of Operator I (#2326) for a period of ten days in accordance with the Union Contract.*

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

*Motion:*        *by Commissioner Dvorak, seconded by Commissioner Lennon to grant permission to advertise for the position of Engineering Technician (#2304). This position will remain posted until filled.*

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

*Motion:*        *by Commissioner Dvorak, seconded by Commissioner Lennon to grant permission to advertise internally for the position of Electrician II (#2339) for a period of ten days in accordance with the Union Contract.*

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

*Motion:*        *by Commissioner Dvorak, seconded by Commissioner Lennon to grant permission to advertise for the position of Full-time Pre-Treatment Coordinator (#2340). This position will remain posted until filled.*

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

*Motion:*        *by Commissioner Dvorak, seconded by Commissioner Lennon to grant permission to advertise for the position of Network Technician (#2341). This position will remain posted until filled.*

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

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*Motion:* by Commissioner Dvorak, seconded by Commissioner Lennon to reclassify Jerry Reynolds to the position of Electrician I (#2338) to be effective February 18, 2019.

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

*Motion:* by Commissioner Dvorak, seconded by Commissioner Lennon to approve the re-grade of Mike Kurzinger, Network Administrator (#2315) to be effective February 18, 2019.

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

**COMMISSIONERS' OFFICE – AUTHORIZE COUNTY ADMINISTRATOR TO EXECUTE MANAGEMENT CONSULTANT AGREEMENT WITH CLEMANS, NELSON AND ASSOCIATES, INCORPORATED**

*Motion:* by Commissioner Dvorak, seconded by Commissioner Lennon to approve and authorize Gerard Morgan, County Administrator to execute the Management Consultant Agreement with Clemans, Nelson and Associates, Incorporated to provide management and /or fiscal consulting services in labor, employment and other areas as requested for a departmental analysis study of the Department on Aging.

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

**ACKNOWLEDGEMENTS**

- a) *Geauga County Board of Developmental Disabilities Board Minutes from December 19, 2018.*
- b) *A weekly report filed by the County Dog Warden of all dogs seized, impounded, redeemed or destroyed for the week ending January 30, 2019 as required by O.R.C. 955.12.*

**OTHER**

*The Board reviewed upcoming events.*

**MEETINGS**

*Fri., 2/15 NOACA Transit 9:00 a.m., Bicycle & Pedestrian 10:30 a.m., Safety & Operations 1:00 p.m., Cleveland*

*Mon., 2/18 **County offices will be closed for general business due to the President's Day holiday. Twenty-four hour operations will continue to operate as usual.***

*Thu., 2/21 The Commissioners will hold regular session at 9:00 a.m.*

*Thu., 2/21 Pre-Audit Meeting with State Auditors, Chambers at approximately 10:00 a.m. (Follow session)*

*Fri., 2/22 Leadership Geauga Government Day, Luncheon 12:00 p.m. at St. Mary's Banquet Hall*

*Mon., 2/25 Family First Council, 1:30 p.m. at Mental Health Offices*

*Tue., 2/26 The Commissioners will hold regular session at 9:00 a.m.*

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

*Motion:*        *by Commissioner Dvorak, seconded by Commissioner Lennon to adjourn the meeting at 9:50 a.m.*

*Geauga County Board of Commissioners*

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*Timothy C. Lennon*

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*Ralph Spidalieri*

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*James W. Dvorak*

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*Christine Blair, Commissioners' Clerk*



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