

**Commissioners' Journal**  
**November 14, 2017**

*The Geauga County Board of Commissioners met in session on November 14, 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 9:17 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 November 7, 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>

**COMMISSIONERS' OFFICE – RESCIND MOTION FROM NOVEMBER 7, 2017 HIRING SUSAN DRUCKER – ASSISTANT COUNTY ADMINISTRATOR**

*Motion: by Commissioner Lennon, seconded by Commissioner Claypool to rescind the motion from November 7, 2017 that read: approve hiring Susan Drucker to the position of Assistant County Administrator, Grade E17, Step 8 with an hourly rate of \$40.60 per hour to be effective December 4, 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**

*Auditor Frank Gliha explained that during a recent emergency ADP Board meeting the Sheriff and the Prosecutor authorized emergency spending so that the Network could be evaluated, to replace some servers and firewall, along with security. Mr. Gliha stated that there is no cost for additional hardware. Currently there are no finances in the ADP budget and he is asking the Board to move \$26,085.00 into the line item to move forward with Black Box to handle the analysis. Commissioner Spidalieri inquired about if we were not in the current situation would we be spending these funds to which Mr. Gliha replied that it could have been somewhere down the line, but in the current situation, we have to do this now. There was a brief discussion about this amount being the total to handle the analysis. Interim Director of Information Technology Al Vontorcik stated that they will be doing 4 things that include looking at the whole network infrastructure and identifying any problems. There is a new firewall but it is not in place yet. There was a brief discussion about having a new firewall for almost 2 years that had never been installed. Mr. Vontorcik explained that they would work on it, and then were stopped by Mr. Decatur. Mr. Spidalieri expressed that while he is not involved with technology, he knows enough that this firewall is probably outdated; it advances so fast and could end up costing more because it is two years old. Mr. Spidalieri asked Mr. Vontorcik if he felt we (the county) are secure, to which he expressed that they had a company come in that Thursday and were able to get everything locked down. Mr. Spidalieri expressed gratitude to Mr. Vontorcik for his time and the effort that he has put in with securing the county network. Commissioner Claypool inquired if policy and procedures have changed to make sure the process to have things completed will be taken care of and keeps people honest. Commissioner Lennon stated that there is a difference between being cheap and being frugal. He has to have a level of trust on the funds they spend, and asked if this expenditure was like throwing a tic tac at a whale. Mr. Gliha stated that this will fix the outstanding issue in that environment and will hopefully make everyone else's job easier.*

*Mr. Spidalieri inquired if these funds would be included in a recovery of funds, to which Mr. Gliha stated that the Prosecutor would have to answer that, but it should be included in the numbers. There was a question about where the buck stops, to which Mr. Gliha replied that they were all in it together, all believing that things were being done. Mr. Lennon expressed amazement about where the network equipment was being housed and how disorganized it was,*

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*and Geauga is not a cheap county, we are well established and the dollars being invested should be related to that. There was discussion about the several heating and air conditioning issues that have been solved, but that the computer room is old and needs improvement.*

*Mr. Spidalieri questioned a statement that Mr. Gliha and Mr. Hitchcock made during a meeting regarding the feasibility study and moving off the square, and when he saw the condition of the IT room he was shocked, and wonders why they wouldn't want to move. Mr. Gliha noted that he was pleased with the Board's decision to do the feasibility study, and that there were options on the square rather than moving to another location.*

*Budget and Finance Manager Adrian Gorton explained the financials for today as including an Appropriation transfer from the General Fund Contingency to the ADP Board for contract services; Supplemental Appropriations for Water Resources for year-end debt payments, for Job and Family Services, for Family First Council, and for Transit to pay a portion of new Trip Master Software; a Then and Now for the Department of Job and Family Services for 327 Station Street Auto Center for car repairs; a Purchase Order from the Department of Water Resources to Deans Truck Body for repairs to the Tanker Truck due to an accident; Travel request for the Department of Water Resources; a payment to Richard L. Bowen and Associates in the amount of \$11,420.00 for October 2017 Feasibility Analysis Progress; a payment to Destination Geauga in the amount of \$22,445.33 for 3<sup>rd</sup> Quarter Bed Tax Reimbursement; and a payment to Chardon Tractor Sales for the Maintenance Department in the amount of \$26,925.00 for the purchase of a Kioti CK2510 Tractor.*

*Motion: by Commissioner Claypool, seconded by Commissioner Lennon to approve and execute Resolution #17-142 itemizing the financials for the meeting of November 14, 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>

**COUNTY ENGINEER'S OFFICE – CHANGE ORDER #1, FINAL – INCREASE CONTRACT – CHAGRIN VALLEY PAVING – RESURFACING OF KIRTLAND ROAD**

*Deputy Engineer Nick Gorris asked the Board to approve the final change order for the Kirtland Road resurfacing project that included an increase due to additional drainage behind the curb that was unforeseen.*

*Motion: by Commissioner Lennon, seconded by Commissioner Claypool to approve and execute Change Order #1, Final, increasing the Contract with Chagrin Valley Paving, Incorporated for the Asphalt Resurfacing of Kirtland Road (CH 17, Sections A-C) in Chardon Township in the amount of \$2,799.90.*

<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>

**COUNTY HOME / MAINTENANCE – LEASE – FAMILY AND COMMUNITY SERVICES, INCORPORATED D.B.A. NEXT STEP – RENTAL OF PLEASANT HILL DIRECTOR'S HOUSE**

*County Home Director Karen DeCola introduced Next Step Program Manager Andrea Pollock. Ms. DeCola explained that she had previously housed the first few clients in the program that eventually moved on due to time and curriculum. Ms. DeCola expressed that this is a good program for the county as it provides support and assistance to the young adults in this county that might not have gotten it from their family. Ms. DeCola realized that the Director's house was being underutilized and is asking the Board to approve a Lease with Next Step to house these young adults along with case management. Mr. Lennon inquired about how many would be housed, to which Ms. Pollock replied that it would be currently 7 but also provide case management to another 15 throughout the county who are currently in school, working full time and are able to live in their own apartment. Ms. Pollock explained that often these young adults are on their own and some need more time than others in the program based on their own, individual situations. Ms. Pollock stated that this is a voluntary program that outlines rules that must be followed and some go to school, some go into the service or find full-time work and move on.*

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*Ms. Pollock stated that they are not aware fully of what the demands for Next Step are, expressing that the young adults often fly under the radar due to embarrassment of the situation, adding that a lot are referrals. Ms. Pollock said that, not having a homeless shelter in the county, this program has allowed us to keep these young adults in the county, working and staying close to where they grew up. Ms. Pollock stated that the house is staffed 24 hours and there should be no interaction between her clients and the residents of the County Home. It was clarified that if someone is presented as homeless to Job and Family Services and they are eligible, they may be placed at the County Home if the Next Step house has no room.*

*Motion: by Commissioner Lennon, seconded by Commissioner Claypool to approve and execute the Lease between the Geauga County Board of Commissioners and Family and Community Services, Incorporated d.b.a. Next Step for rental space of the Pleasant Hill Director's House, located at 13211 Aquilla Rd, Chardon for the period November 20, 2017 through November 30, 2018 with automatic renewal for two additional one year terms in the amount of \$28,800.00 per year.*

<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>

**MAINTENANCE – TERMINATE CURRENT LEASE AGREEMENT – EDUCATIONAL SERVICE CENTER – EXECUTE NEW LEASE AGREEMENT THROUGH OCTOBER 31, 2020**

*Director Glen Vernick explained that the Educational Service Center is downsizing and are asking to reduce the amount of space to be leased in Building #2. It was noted that any cost to make changes in the space will be covered by them. Mr. Vernick stated that they were able to refigure the cost to \$30,000.00 per year for the new amount of space. Mr. Vernick asked the Board to approve terminating the current existing lease in order to approve and execute the new lease agreement for the reduced amount of space.*

*Motion: by Commissioner Lennon, seconded by Commissioner Claypool to approve the termination of the current Lease Agreement for the period July 1, 2015 through June 30, 2018, between the Geauga County Board of Commissioners and the Geauga County Educational Service Center for rental space located at 470 Center Street, Building #2, Chardon to be effective October 31, 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>

*Motion: by Commissioner Lennon, seconded by Commissioner Claypool to approve and execute the Lease Agreement between the Geauga County Board of Commissioners and the Geauga County Educational Service Center for rental space located at 470 Center Street, Building #2, Chardon, for the period November 1, 2017 through October 31, 2020 in the amount of \$30,000.00 per year.*

<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>

**MAINTENANCE – ADVERTISE POSITION – MAINTENANCE WORKER (#1904)**

*Mr. Vernick stated that we had advertised for a maintenance worker and approved hiring someone that unfortunately never started and because of the length of time that has passed, we have to re-advertise for the position.*

*Motion: by Commissioner Lennon, seconded by Commissioner Claypool to grant permission to advertise for the position of Maintenance Worker (#1904). This position will remain posted until filled.*

<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 – APPROVE SUBMISSION OF LIST –  
DELINQUENT SEWER USER FEES, WATER FEES, TAP-IN INSTALLMENTS AND  
SUBSEQUENT CERTIFICATION TO AUDITOR**

*Director Gerard Morgan explained that this is the annual list of customers that have arrearage on their bills and certify it to the Auditor to have it included on their tax bill next year for collection. There was a brief discussion regarding the process of certifying those that have arrears versus those customers that are current and the delay in having the payments made on the tax bills.*

*Motion: by Commissioner Lennon, seconded by Commissioner Claypool to approve the submission of the list of delinquent sewer user fees, water fees, tap-in installments and subsequent certification to the Geauga County Auditor, in accordance with O.R.C. 6117.02 and the Geauga County Department of Water Resources Rules and Regulations (Section F.501) in the total amount of \$450,075.88 (\$424,600.58 arrearage and \$25,475.30 penalty).*

<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 – UPDATED ACCOUNTING FORMS  
AUTHORIZATION FORM AND PAYROLL AUTHORIZATION FORM**

*Mr. Morgan asked the Board to approve the updated accounting and payroll authorization forms for the Auditor's office.*

*Motion: by Commissioner Lennon, seconded by Commissioner Claypool to approve and authorize the President of the Board to execute the updated Accounting Forms Authorization Form and Payroll Authorization Form.*

<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 – RESCIND MOTION FROM NOVEMBER 7, 2017 –  
ADVERTISE POSITION – BUSINESS MANAGER (#2308)**

*Mr. Morgan asked the Board to rescind the motion to advertise from last week, as he is going to look at the business side and see about re-organizing in a different way with the current staff.*

*Motion: by Commissioner Lennon, seconded by Commissioner Claypool to rescind the motion from November 7, 2017 that read: grant permission to advertise for the position of Business Manager (#2308). This position will remain posted until filled.*

<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 – ENGAGEMENT LETTER – THRASHER, DINSMORE AND  
DOLAN – LEGAL SERVICES RELATING TO AIRPORT AUTHORITY**

*Motion: by Commissioner Lennon, seconded by Commissioner Claypool to approve and authorize the President of the Board to execute the Engagement Letter with Thrasher, Dinsmore and Dolan to provide legal services relating to the Geauga County Airport Authority in an amount not to exceed \$20,000.00 pursuant to 305.14(B) and 309.09(C).*

<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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**PLANNING COMMISSION – U.S. DEPARTMENT OF INTERIOR GEOLOGICAL SURVEY  
JOINT FUNDING AGREEMENT**

*Motion: by Commissioner Lennon, seconded by Commissioner Claypool to approve and execute the U.S. Department of the Interior Geological Survey Joint Funding Agreement (#18EMOH030) for Ohio Water Science Center between the U.S. Geological Survey, United States Department of the Interior and the Geauga County Commissioners for the period October 1, 2017 through September 30, 2018 in the amount of \$21,500.00.*

<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>

**ACKNOWLEDGEMENTS**

- a) The Monthly Financial Report from the County Building Department for the month of October, 2017.*
- b) A weekly report filed by the County Dog Warden of all dogs seized, impounded, redeemed or destroyed for the week ending November 1, 2017 as required by O.R.C. 955.12.*
- c) Soil and Water Conservation District Site Inspection Reports for the month of October, 2017.*

**OTHER**

*The Board reviewed upcoming events.*

**MEETINGS**

*Tue., 11/14 Work Session with Richard L. Bowen & Associates for Feasibility Study at 10:30 a.m.*

*Fri., 11/17 NOACA, Transportation at 9 am, Bicycle and Pedestrian at 10:30 am and Safety and Operations at 1:00 pm, Cleveland*

*Mon., 11/20 Family First Council, 1:30 p.m. at Job and Family Services*

*Tue., 11/21 The Commissioners' will hold regular session at 9:00 a.m.*

*Thu., 11/23 County offices will be closed for general business in observance of Thanksgiving Day. Twenty-four hour operations will continue to operate as usual.*

*Fri., 11/24 County offices under the hiring authority of the Board of Commissioners will be closed for general business. Twenty-four hour operations will continue to operate as usual.*

*Tue., 11/28 The Commissioners' will hold regular session at 9:00 a.m.*

*Tue., 11/28 Work Session with Richard L. Bowen & Associates for Feasibility Study at 10:30 a.m.*

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

*Motion: by Commissioner Claypool, seconded by Commissioner Lennon to adjourn the meeting at 9:59 a.m.*

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*Geauga County Board of Commissioners*

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*Ralph Spidalieri*

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*Walter M. Claypool*

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*Timothy C. Lennon*

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~~*Christine Blair, Commissioners' Clerk*~~  
*Deborah Ashburn, Acting Commissioners' Clerk*

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