

**Commissioners' Journal**  
**November 18, 2014**

*The Geauga County Board of Commissioners met in session on November 18, 2014 at 10:00 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 10:02 a.m. by leading the Board and audience in reciting the Pledge of Allegiance.*

**APPROVE MINUTES**

*Motion: by Commissioner Samide, seconded by Commissioner Rear to approve and execute the minutes for the meeting of November 13, 2014.*

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

**OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT – SATISFACTION OF MORTGAGE – BENJAMIN A. AND LYNN M. SAGE – REHABILITATION ASSISTANCE AND DOWN PAYMENT ASSISTANCE**

*Assistant Program Administrator Kelly Belconis stated that the Sages were part of the down payment assistance and rehabilitation assistance programs that include having a mortgage placed on the property and they have fulfilled that obligation to the county.*

*Motion: by Commissioner Samide, seconded by Commissioner Rear to approve and execute a Satisfaction of Mortgage for Benjamin A. and Lynn M. Sage for rehabilitation assistance for property located at 11258 Chardon Road, Chardon under Grant #B-C-03-026-2, as the mortgage in the amount of \$10,000.00 has been satisfied.*

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

*Motion: by Commissioner Samide, seconded by Commissioner Rear to approve and execute a Satisfaction of Mortgage for Benjamin A. and Lynn M. Sage for down payment assistance for property located at 11258 Chardon Road, Chardon under Grant #B-C-03-026-1, as the mortgage in the amount of \$19,095.00 has been satisfied.*

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

**OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT – LETTER OF COMMITMENT – FAMILIA'S DELI AND FRESH FOOD MARKET, LLC**

*Ms. Belconis explained that last week the first documents were done and sent to the State, this letter of commitment is the next step in the process, and once the State approves the loan the legal documents will be the final step.*

*Motion: by Commissioner Samide, seconded by Commissioner Rear to approve and execute the Letter of Commitment to Familia's Deli and Fresh Food Market, LLC for a Revolving Loan Fund loan to purchase machinery and equipment for the facility to be located at 12399 Kinsman Road, Newbury in the amount of \$47,100.00 for five (5) years (60 months) at three percent (3%) interest.*

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

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APPROVE FINANCIALS

*Budget and Finance Manager Heidi Delaney explained the financials for today as including Supplemental Appropriations for the County Home fund for the replacement of 3 freezers, the Sheriff's 911 fund for additional salary and medicare appropriations for retirement payouts, the Auditor's Real Estate Assessment Fund for replacement printers, and the Pretrial Release Supervision and Pre-sentence Investigation funds for repayment of 2014 payroll advances; a Cash transfer out of the General Fund for the balance of 2014 funding for the CASA program; a Contract for Familia's Deli and Fresh Food Market, LLC for a Revolving Loan Fund loan to purchase machinery and equipment in the amount of \$47,100.00 for the Office of Community and Economic Development; a Travel request for the Juvenile Court; and a payment to Commercial Kitchen Equipment for the purchase of a reach-in freezer for the Department on Aging in the amount of \$3,151.00.*

*Motion: by Commissioner Samide, seconded by Commissioner Rear to approve and execute Resolution #14-170 itemizing the financials for the meeting of November 18, 2014.*

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

TRANSIT DEPARTMENT – APPROVE HIRING MICHAEL HARTZ – PART-TIME DRIVER (#2210-1)

*County Administrator David Lair explained that they would like to hire Mr. Hartz as a part-time driver.*

*Motion: by Commissioner Samide, seconded by Commissioner Rear to approve hiring Michael Hartz to the position of Part-time Driver (#2210-1) to be effective December 8, 2014 at a rate of \$12.64 per hour. After the successful completion of a 1,000 hour probationary period the rate will increase to \$13.30 per hour.*

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

TRANSIT DEPARTMENT – OHIO DEPARTMENT OF TRANSPORTATION ELDERLY AND DISABLED TRANSIT FARE ASSISTANCE PROGRAM GRANT CONTRACT

*Mr. Lair stated that this is the contract with ODOT for reimbursement on elderly and disabled transit fares, based on the fares from 2013. Mr. Lair explained that those riders pay a reduced fare price of \$3.00.*

*Motion: by Commissioner Samide, seconded by Commissioner Rear to approve and authorize the President of the Board to execute the Ohio Department of Transportation Elderly and Disabled Transit Fare Assistance Program Grant Contract between the Geauga County Board of Commissioners and the State of Ohio Department of Transportation (Contract No. EHTA-010-015-151) for the period July 1, 2014 through June 30, 2015 in the amount of \$62,100.00.*

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

COMMISSIONERS' OFFICE – COUNTY CORSA INSURANCE PROGRAM RENEWAL APPLICATION

*Director of Administrative Services Linda Burhenne and Pease-Kerr-Canfield Insurance Representative Jane Lafferty explained that every year we provide an update to them on equipment, buildings, vehicles, etcetera and then based on that information in April they will provide the rate for next year.*

*Motion: by Commissioner Samide, seconded by Commissioner Rear to approve and authorize the President of the Board to execute the County CORSA Insurance Program renewal application for the period May 1, 2015 through April 30, 2016*

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*upon the recommendation of the Director of Administrative Services and Jane Lafferty from Pease-Kerr-Canfield Insurance Partners.*

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

*COMMISSIONERS' OFFICE – REVISIONS TO SECTIONS OF THE GEAUGA COUNTY PERSONNEL POLICY AND PROCEDURE MANUAL*

*Ms. Burhenne explained that she is trying to get the manual to a state that can be reproduced in a way that makes it easily distributed and keep them current and up to date and presented to the Board some rationale for the proposed changes to the manual. Ms. Burhenne explained that on the advice from the Chairman of the Drug Testing Consortium, Frank Antenucci that the Substance Abuse Policy and Procedure Manual should not be included as part of the County Policy Manual, and therefore she would like to remove it and make adjustments to the table of contents. Ms. Burhenne explained that in Section 3. Conduct under Appeals, a sentence in the discipline section needs to be removed because the Order of Removal is no longer required to be submitted to the State. Ms. Burhenne stated that under Section 4. Compensation, Mr. Lair asked for language to be included under Overtime/Compensatory Time regarding how Paid Days Off are handled. It was explained that in the policy it addressed holidays but not paid days off, which are not state approved holidays and up until this point they were treated like a paid holiday and employees that worked that day were paid 2 ½ times their pay. Mr. Lair asked to change that section to giving the employee an alternate day off with pay. Further discussion took place regarding giving employees those paid days off, and justifying the expense, to which it was discussed regarding salaried employees getting their normal workload accomplished in a shorter amount of time and that those employees that are hourly are a little different. Mr. Lair expressed that the consensus has been among the Elected Officials to give days off, but that this policy language is to address that those paid days off are not a holiday and that those that have to work are given an alternate day off so that everyone is getting the same benefit. There was discussion about a planning tool for employees by establishing the schedule for days off and it was mentioned that is be handled during the re-organization meeting in January. It was explained regarding the bargaining unit that this affects that for the remainder of the year it will be exempt from this change, but that going forward it will be handled based upon the choice the Board makes. Ms. Burhenne explained that under Section 8. Loss Prevention she was asking to make an adjustment to the removal of the reference to monthly meetings since the meetings are only held quarterly. Ms. Burhenne stated that there was a slight adjustment to the language in the policy adopted regarding rehired retirant and to adjust the page numbering. Ms. Burhenne also explained the last item regarding the removal of the Incident Report form, stating that the policy hasn't really been updated since 2002 and a lot of things have changed. Ms. Burhenne suggested the idea of putting together a committee to do a review and update of the manual, noting that there is a guide that can be used from CCAO. There was discussion about procedures being removed and the manual itself being limited to just policies to eliminate the need for a lot of minor Board approvals to forms. It was stated that eventually the hope is to have the manual electronically produced and available online.*

*Motion: by Commissioner Samide, seconded by Commissioner Rear to approve and adopt the revisions to the following sections of the Geauga County Personnel Policy and Procedure Manual to be effective November 18, 2014:*

*Table of Contents – adjusting for removal of the Drug Testing Consortium, Substance Abuse Policy and Procedure from the County policy manual*  
*Section 3. Conduct – Employee Conduct and Discipline – regarding the filing of the Order of Removal paperwork with the State*  
*Section 4. Compensation - Overtime/Compensatory Time – Adding policy regarding paid days off \*members of the Water Resources Department bargaining unit will be exempt from this policy change for the remainder of 2014.*  
*Section 8. Loss Prevention – adjustment of language / removal of Incident Report form*  
*Section 9. Programs – Rehired Retirant - correcting title and page numbers*

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

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COMMISSIONERS' OFFICE – PUBLIC OFFICIAL BOND CONTINUATION CERTIFICATE –  
TIMOTHY J. GRENDALL, JUVENILE / PROBATE JUDGE

*Motion:* by Commissioner Samide, seconded by Commissioner Rear to approve a Public Official's Bond Continuation Certificate for Timothy J. Grendell, Geauga County Juvenile/ Probate Judge in the amount of \$5,000.00 pursuant to O.R.C. 2151.02 and 2101.03.

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

COMMISSIONERS' OFFICE – APPOINT SHANE HAJJAR – ALTERNATE FOR MARY E. SAMIDE – OHIO PUBLIC WORKS COMMISSION (OPWC) DISTRICT 7

*Motion:* by Commissioner Samide, seconded by Commissioner Rear to appoint Shane Hajjar as alternate for Mary E. Samide for the Ohio Public Works Commission (OPWC) District 7 County Representative to fill the remainder of the term as alternate vacated by Michael Stone, ending July 20, 2015.

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

LIQUOR LICENSE – NEW WEMBLEY, LLC D.B.A. THE WEMBLEY CLUB – BAINBRIDGE TOWNSHIP

*Motion:* by Commissioner Samide, seconded by Commissioner Rear to concur with Bainbridge Township Trustees in not requesting a hearing on the liquor license requested by New Wembley, LLC d.b.a. The Wembley Club located at 8345 Woodberry Boulevard, Chagrin Falls (C TRFO 6368882).

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

COMMISSIONERS' OFFICE – RESOLUTION HONORING MATTHEW JAMES FOLKMAN – ACHIEVING THE RANK OF EAGLE SCOUT

*Motion:* by Commissioner Samide, seconded by Commissioner Rear to approve and execute Resolution #14-171 Honoring Matthew James Folkman for achieving the Rank of Eagle Scout.

*Board of County Commissioners, Geauga County, Ohio*

*Resolution:* 14-171

*Date:* November 18, 2014

**A RESOLUTION HONORING MATTHEW JAMES FOLKMAN FOR ACHIEVING EAGLE SCOUT THE HIGHEST AWARD OF ADVANCEMENT BESTOWED UPON A BOY SCOUT**

*WHEREAS, the Boy Scouts is a nationally acclaimed organization known for training young men to build character, citizenship, and leadership; and*

*WHEREAS, each scout must progress through the ranks in order, earn twenty-one (21) merit badges (that include first aid, citizenship in the community, nation and world, communication, environmental science, fitness, camping, family life, management, emergency preparedness or lifesaving, and cycling, hiking or swimming), serve six months in a leadership position within in the troop, plan and complete a service project, participate in a scoutmaster conference and complete an Eagle Scout Board of Review; and*

*WHEREAS, the Eagle Scout Rank is the highest advancement and an accomplishment that only around five percent of all those who start Boy Scouting ever attain; and*

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*WHEREAS, Matthew James Folkman is a member of Boy Scout Troop 68, Painesville, Ohio, and has excelled in his search for knowledge, leadership, planning and community support; and*

*WHEREAS, Matthew James Folkman provided leadership at meetings, on campouts and has done an excellent job in all aspects of scouting; and*

*WHEREAS, Matthew James Folkman's Eagle Scout project consisted of designing, securing materials and building roof structure over an outdoor sign at the Lake County Historical Society.*

*NOW, THEREFORE BE IT RESOLVED, that the Geauga County Board of Commissioners salutes Matthew James Folkman for service to his community and to the Boy Scouts of America;*

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

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

**COMMISSIONERS' OFFICE – CANCEL SESSION**

*Motion: by Commissioner Samide, seconded by Commissioner Rear to cancel session for Tuesday, December 9, 2014 due to the CCAO Winter Conference in Columbus.*

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

**COMMISSIONERS' OFFICE – CANCEL SESSION**

*Motion: by Commissioner Samide, seconded by Commissioner Rear to cancel session for Thursday, December 25, 2014 due to the Christmas Day holiday.*

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

*Motion: by Commissioner Samide, seconded by Commissioner Rear to cancel session for Thursday, January 1, 2015 due to the New Year's Day holiday.*

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

**OTHER**

*The Board reviewed upcoming events.*

**MEETINGS**

*Wed., 11/19 Ohio Public Works Commission District 7 Meetings, Small Government 9:30 a.m., Executive Committee 10:00 a.m., and Integrating Committee, 10:30 a.m.*

*It was noted that these meetings will be held at the County Highway Garage.*

*Tue., 11/25 The Commissioners will hold regular session*

*Thu., 11/27 **County offices will be closed for general business in observance of Thanksgiving Day. Twenty-four hour operations will continue to operate as usual.***

**The Regularly scheduled Commissioners' meeting is cancelled.**

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Fri., 11/28 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.

*It was noted that the Board would be attending the Community Corrections Planning Board meeting on Thursday, November 20, 2014 at 12:00 Noon at the Prosecutor's Office. The Board discussed the scheduling of a Geauga Trumbull Solid Waste Management District meeting and the Portage Geauga Juvenile Detention Center Board meetings for November and December and their availability of attending.*

**BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, COMMISSIONER SAMIDE ADJOURNED THE MEETING AT 10:43 A.M.**

*Geauga County Board of Commissioners*

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*Ralph Spidalieri*

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*Blake A. Rear*

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*Mary E. Samide*

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*Christine Blair, Commissioners' Clerk*

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