

Commissioners' Journal
July 12, 2016

The Geauga County Board of Commissioners met in session on July 12, 2016 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 9:03 a.m. by leading the Board and audience in reciting the Pledge of Allegiance.

COMMISSIONERS OFFICE- COUNTY ADMINISTRATOR'S REPORT

Mr. Lair reported on the items approved July 8, 2016 and July 11, 2016 by the County Administrator, including accepting the retirement resignation of Beth Perko, Food Services Aide at the Department on Aging, 2 Service Contract Agreements, Auburn Heating, Plumbing and Air Conditioning and MGM, Incorporated for repairs at the Merritt Road Garage; and accepting the resignation of Chelsea Occhunzzi, Part-time Attendant, a Service Contract Agreement with the Verdin Company for maintenance on the Clock Tower, and a Liquor License for Sunshine Group, Incorporated d.b.a. Macs Tavern in Parkman Township, authorized by Resolution #16-005 under the direction and supervision of the County Commissioners that was approved January 11, 2016 pursuant to O.R.C. 305.30.

APPROVE FINANCIALS

Budget and Finance Administrator II Anne Rasic explained the financials for today as including Supplemental Appropriation transfers for the Water Resources County Sewer Improvements fund for the Russell Park Upgrades in the amount of \$1.5 million and for the Department of Emergency Services for a copier in the amount of \$7,500.00; Cash transfers out of the General Fund for Airport Construction for the ODOT project 16-13 in the amount of \$8,962.00 and FAA project 3-39-0054-19-2016 in the amount of \$8,687.55; a payment for the Maintenance Department to Geauga Mechanical for a rooftop unit on Building 8 in the amount of \$14,750.00 and a payment for the Engineers' Office to Auburn Township for drainage improvements in the amount of \$28,992.72.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute Resolution #16-096 itemizing the financials for the meeting of July 12, 2016.

<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 – SATISFACTION OF MORTGAGE – JOHN D AND BETHANY ELLIS

Program Administrator Joni Stusek stated that this is a repayment under the infrastructure program so that the mortgage can be cancelled.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute a Satisfaction of Mortgage for John D. and Bethany A. Ellis under the Revolving Loan Infrastructure Program for the installation of a Septic System at 16667 Old State Road, Middlefield, as the mortgage in the amount of \$1,000.00 has been satisfied.

<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 HOME – ADVERTISE – TWO (2) PART-TIME ATTENDANTS (#1504-1)

Mr. Lair stated that this is to advertise to fill the vacancy from the resignation and an existing vacancy.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to grant permission to advertise for two (2) Part-time Attendants (#1504-1) on 2nd or 3rd shift. These positions 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>

COUNTY ENGINEER'S OFFICE – AWARD BID – OHIO CAT – CURRENT MODEL SALT CONVEYOR

Administrator Frank Antenucci explained that the salt conveyor is phase two of putting in the structure, and is asking the Board to award the bid to Ohio CAT. Mr. Antenucci stated that the build time for the conveyor will be between ten to sixteen weeks. Currently there is about 3,500 tons on hand and they have an ODOT bid for an additional 8,000 tons.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to award the Bid to Ohio CAT for one (1) Current Model Salt Conveyor Capable of Stacking Snow and Ice Control Material at Least Thirty-five Feet High in the amount of \$128,550.00 as they represented the lowest and best bid. The Bid Bond shall be held until the conveyor is received and all specifications have been met.

<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>

COUNTY ENGINEER'S OFFICE – REJECT ALL BIDS – ASPHALT RESURFACING NELSON ROAD – PARKMAN TOWNSHIP

Deputy Engineer Nick Gorris asked the Board to reject the bids for the Nelson Road project, citing that all the bids were in excess of ten percent of the estimate. Mr. Gorris stated that he felt it was late in the season, and is a smaller project, and looks to get it out again in the spring.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to reject all Bids for the Asphalt Resurfacing of Nelson Road (CH 2, Section C) in Parkman Township, as all bids received were in excess of ten percent (10%) of 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>

COUNTY ENGINEER'S OFFICE – CHANGE ORDER #1 FINAL – DECREASE IN CONTRACT – RONYAK PAVING, INCORPORATED – ASPHALT RESURFACING HALE ROAD AND BUTTERNUT ROAD

Mr. Gorris asked the Board to approve the final change order for the Hale Road and Butternut Road resurfacing, as it came in just under \$8,500.00 under budget.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute Change Order #1 Final, decreasing the Contract with Ronyak Paving, Incorporated for the Asphalt Resurfacing of Hale Road (CH 15, Section A) and Butternut Road (CH 21, Sections I-J) in Burton Township in the amount of \$8,455.85.

<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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DEPARTMENT OF JOB AND FAMILY SERVICES – FAMILY FIRST COUNCIL MUTUAL FUNDING AGREEMENT

Family First Council Representative Nancy Seelbach and Director Craig Swenson asked the Board to continue supporting the Family First Council, expressing gratitude for the increase of support for this year. Ms. Seelbach added that the support from the Board is valuable and appreciated. There was a brief discussion about the types of services that are utilized by the council to the families in this county.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the Geauga County Family First Council Mutual Funding Agreement between the Geauga County Board of Commissioners, Geauga County Job and Family Services, Geauga County Board of Developmental Disabilities, and the Geauga County Board of Mental Health and Recovery Services for funding of the Geauga County Family First Council for the period July 1, 2016 through December 31, 2016. This Agreement commits the Board of County Commissioners to provide a support payment of \$42,484.00 from the General Fund.

<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>

MAINTENANCE - APPROVE PLANS AND SPECIFICATIONS – SET BID OPENING – COURTHOUSE BASEMENT REHAB PROJECT

Director Glen Vernick, Common Pleas Court Judges Burt and Fuhry and Court Administrator Joanne Monaco were present to discuss the courthouse basement rehab project. Mr. Vernick stated that the Courthouse Basement Rehab project will include 2 rooms and a hallway, and will be the first phase that is estimated at \$122,000.00. Once the bids are received we will review them and go forward from there. Commissioner Claypool expressed two concerns, one on the estimate from the architect and the second deals with the what will happen with the Law Library. Mr. Vernick stated that he had looked at the square footage and the estimate is around \$114.00 per square foot for this project and the average cost for remodeling is between \$80 to \$180.00 a square foot, and they are not replacing but adding to the existing HVAC and electrical. There was a brief discussion in regards to the price estimate and how busy the contractors are that will be bidding on the project, which will play a role in the bids that may be received.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute the Plans and Specifications for the Courthouse Basement Rehab Project and set a bid opening for Wednesday, August 10, 2016 at 2:00 p.m. Notice of this bid opening will be advertised on July 21, 2016, July 28, 2016 and on the county website.

<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>

MAINTENANCE – ACCEPT RESIGNATION – ADAM C. SOPCHAK, SUMMER HELP

Mr. Vernick asked the Board to accept the resignation of Mr. Sopchak, explaining that he is heavily involved with cross country at school and with church events.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to accept the resignation of Adam C. Sopchak, Summer Help, to be effective June 24, 2016, due to personal injury.

<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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MAINTENANCE – ADVERTISE POSITION – FULL-TIME SENIOR TRADES MECHANIC (#1903)

Mr. Vernick asked to advertise for a Senior Trades Mechanic to fill the vacancy resulting from Mr. Mukics leaving.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to grant permission to advertise for the position of Full-time Senior Trades Mechanic (#1905). 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>

MAINTENANCE – APPROVE CREATION, TITLE AND JOB DESCRIPTION FOR FULL-TIME OFFICE COORDINATOR (1914) – REVISE ORGANIZATIONAL CHART – ADVERTISE INTERNALLY

Mr. Vernick asked the Board to approve a new position and job description for an Office Coordinator that will not only assist with the Operators, but also handling the auction, Facility Dude program and assisting the fiscal specialist.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve the creation, title and job description for the position of Full-time Office Coordinator (#1914) to be effective July 12, 2016.

<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 approve the revised organizational chart to include the new position of Full-time Office Coordinator (#1914) to be effective July 12, 2016.

<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 internally for the position of Full-time Office Coordinator (#1914) for a period of five days.

<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>

DEPARTMENT OF WATER RESOURCES – AMEND MOTIONS FROM JULY 7, 2016 – MAKING ADJUSTMENTS TO PAY RATE AND PAY GRADES

Director Gerard Morgan explained that these are amendments from last week to correct the pay rate for Mr. Loza and to add that the grade for Ms. Weber is an 18E, Exempt.

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to amend the motion from July 7, 2016 correcting the rate of pay, to read: approve the promotion of Brian Loza to the position of Supervisor Water Systems (#2327), Grade WR8, Step 1, to be effective July 3, 2016 at the rate of \$26.93 per hour with a 180 day probationary period.

<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 amend the motion from July 7, 2016 correcting the Grade, to read: approve the promotion of Laura Weber to the position of Assistant Sanitary Engineer (#2303), Grade 18E,

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Step 8, to be effective July 3, 2016 at the rate of \$34.23 per hour with a 180 day probationary period.

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

COMMISSIONERS' OFFICE – RESOLUTION AMENDING RESOLUTION FROM JANUARY 11, 2016 ALLOWING THE COUNTY ADMINISTRATOR ADDITIONAL POWERS ON BEHALF OF THE BOARD

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to approve and execute Resolution #16-097 amending Resolution #16-005 from January 11, 2016 to include the allowance of permission to advertise to fill employment positions under the Board's hiring authority following the acceptance of a resignation.

Board of County Commissioners, Geauga County, Ohio

Resolution: 16-097
Date: July 12, 2016

**RESOLUTION AUTHORIZING THE COUNTY ADMINISTRATOR TO EXERCISE
ADDITIONAL POWERS DELEGATED UNDER O.R.C. 305.30**

WHEREAS, on January 11, 2016, the Geauga County Board of Commissioners ("Board of Commissioners") passed Resolution 16-005 authorizing the County Administrator to exercise powers authorized under O.R.C. 305.30; and

WHEREAS, the Board of Commissioners desires to delegate certain additional powers to the County Administrator to be performed under the Board of Commissioners/ direction and supervision; and

WHEREAS, the Board of Commissioners desires to give the County Administrator the power to give permission to advertise to fill employment positions under the Board's hiring authority, following the acceptance of a resignation

NOW, THEREFORE, BE IT RESOLVED, that the Geauga County Board of Commissioners does hereby authorize the County Administrator to give permission to advertise to fill employment positions under the Board of Commissioners' hiring authority, following the acceptance of a resignation. Accordingly, the list of powers to be exercised by the County Administrator, on their behalf within limitation and guidelines as previously set forth in Resolution No. 16-005, shall be amended to read as follows:

- 1. Certification of Determination of Subsequent Exemption for a Categorical Exclusion Project*
- 2. Certification of Categorical Exclusion Project not subject to 58.5
(but required to comply with 24 CFR 58.6)*
- 3. Certification of Exempt Project*
- 4. Ohio Development Service Agency Office of Community Development Request for Release of Funds (RROF) and Certification for Federally funded State projects – CDBG Program Income*
- 5. Office of Housing and Community Partnerships RLF Grant / Loan Review Report form*
- 6. Housing Semi-Annual Program Income Report*
- 7. ED RLF Semi-Annual Report*
- 8. Office of Housing and Community Partnerships, Ohio Small Cities CDBG Program Job Certification Summary*
- 9. Ohio Community Development Block Grant (CDBG) Program Status Report*
- 10. Notice to Public of Finding of No Significant Impact on Environment (FONSI) and Notice of Intent to Request Release of Funds (NOI/RROF) Combined Notice – CDBG Program Income / RLF Loan*
- 11. Notice to Proceed / Notice of Commencement*
- 12. Satisfaction of Mortgage*
- 13. Accept Personnel Resignations*

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14. *Permission to advertise to fill employment positions under the Board's hiring authority, following the acceptance of a resignation*
15. *Concur with the Township in Not Requesting a Hearing on a Liquor License*
16. *Ohio Motor Fuel Tax Refund Claims for the Transit Department*
17. *Acknowledge Requests for Release of Funds for the Airport Authority*
18. *Farm Market Agreements for the Department on Aging*
19. *Agreements for the use of County Parking Lots and County Property*
20. *Service Contract Agreements that are in the amount of \$10,000.00 per year or less, up to and including Multi-year Service Contracts that do not exceed the \$10,000.00 per year limit*
21. *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 2016*

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

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

COMMISSIONERS' OFFICE – AMEND MOTION FROM JANUARY 11, 2016 – ADJUSTING MEETING SCHEDULE FOR THE REMAINDER OF 2016

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to amend the motion from January 11, 2016 adjusting the meeting schedule by removing #4 - the fourth Thursday of each month at 6:30 p.m. and adjusting #3 to include allowing for the scheduling of any additional regular meetings as needed to meet the required number of meetings for the year.

GEAUGA COUNTY BOARD OF COMMISSIONERS MEETING SCHEDULE FOR 2016:

1. *Sessions will be held in the Geauga County Commissioners' chambers, or alternate location as necessary, with legally-required notice of changed location provided:*
2. *Every Tuesday at 9:00 a.m.*
3. *Adjustments made to add a Thursday meeting at 9:00 a.m. due to Holidays, or to schedule any additional regular meetings as needed to meet the required number of meetings for the year*
4. ~~*The fourth Thursday of each month at 6:30 p.m.*~~
5. *Requests for reasonable advance notification of all Commissioners meetings at which any specific type of public business is to be discussed may be requested of the Commissioners' Clerk, provisions for advance notification may include, but are not limited to, emailing the agenda of meetings to all subscribers on a distribution list or by self-addressed stamped envelope provided by the person requesting the information.*
6. *The Board may have additional meetings, as required, at the time and place designated.*
7. *Any meeting called by Geauga County officeholders, department heads, County Administrator or the county's legal counsel.*
8. *Any meetings of the Geauga County Township Trustees and Clerks' Association*
9. *Any meetings of the County Commissioners' Association of Ohio (CCAO).*
10. *Any regular or special meetings of the following Boards or Councils at which a quorum of the Board of Commissioners is or may be present:*
 - a. *Any township Board of Trustees meeting & City and Village Council*
 - b. *Gauga County Board of Health*
 - c. *Gauga County Health Advisory Council*
 - d. *Gauga-Trumbull Solid Waste Management District*
 - e. *Gauga Soil and Water Conservation District meetings*
 - f. *Planning Commission*
 - g. *Northeast Ohio Areawide Coordinating Agency (NOACA)*
 - h. *Northeast Ohio Consortium Council of Governments (NOC COG)*
 - i. *Community Improvement Corporation (CIC) meetings*
 - j. *Portage / Gauga Juvenile Detention Center Joint Board*
 - k. *Investment Advisory Committee*
 - l. *Ohio Public Works Commission (OPWC) District 7 Integrating Committee (Issue I)*
 - m. *Gauga County Agricultural Society (Fair Board meetings)*

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- n. *Meetings to honor any invitations received by the Geauga County Commissioners to attend ground breakings, openings, celebrations, memorial services and/or parades*
- o. *Meetings with any organization or other political entities to discuss items of mutual concern*

The time, place and purpose of all special meetings in addition to regularly scheduled meetings, will be given at least twenty-four hours in advance of such meeting to the news media that have requested notification except in the event of an emergency requiring immediate official action. In the event of an emergency, the Board member or Board members calling the meeting shall notify the news media that have requested notification immediately of the time, place and purpose of the meeting.

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

COMMISSIONERS' OFFICE – CANCEL SESSIONS – THURSDAY EVENINGS

Motion: by Commissioner Rear, seconded by Commissioner Spidalieri to cancel the following meetings on Thursdays, July 28, 2016, August 25, 2016, September 22, 2016, and October 27, 2016.

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 June 29, 2016 as required by O.R.C. 955.12.*
- b) *The Monthly Financial Report from the County Building Department for the month of June, 2016.*
- c) *A monthly report filed by the Geauga County Sheriff's Office of an account of expenses for the inmate meals for the months ending June, 2016.*

OTHER

The Board reviewed upcoming events.

MEETINGS

<i>Tue.,</i>	<i>7/12</i>	<i>Meeting with State Auditor's to discuss Audit, following session</i>
<i>Tue.,</i>	<i>7/12</i>	<i>Planning Commission meeting at 7:00 p.m. in the Planning Commission meeting room, Bldg. #1C, 470 Center Street, Chardon</i>
<i>Wed.,</i>	<i>7/13</i>	<i>Gauga County Township Association Dinner Meeting, 6:30 p.m. Huntsburg Community Center</i>
<i>Mon.,</i>	<i>7/18</i>	<i>Board of Revision, 9:00 a.m. Auditor's Office</i>
<i>Mon.,</i>	<i>7/18</i>	<i>Family First Council, 2:00 p.m. at Job and Family Services</i>
<i>Tue.,</i>	<i>7/19</i>	<i>The Commissioners will hold regular session at 9:00 a.m.</i>
<i>Tue.,</i>	<i>7/26</i>	<i>The Commissioners will hold regular session at 9:00 a.m.</i>
<i>Thu.,</i>	<i>7/28</i>	<i>Gauga Trumbull Solid Waste Management District Board of Directors Meeting, 1:30 p.m. Warren</i>

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BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD

Motion: *by Commissioner Rear, seconded by Commissioner Spidalieri to adjourn the meeting at 9:43 a.m.*

Geauga County Board of Commissioners

Walter M. Claypool

Ralph Spidalieri

Blake A. Rear

Christine Blair, Commissioners' Clerk

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