

Commissioners' Journal
August 26, 2014

The Geauga County Board of Commissioners met in session on August 26, 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 10:03 a.m. by leading the Board and audience in reciting the Pledge of Allegiance.

Local resident Tom Jones raised a concern about the minutes from August 14, 2014 regarding an error of \$33,000.00 in relation to the Department of Emergency Services EMPG grant. It was clarified that the County pays 50% of the total grant amount of \$133,568.00.

APPROVE MINUTES

Motion: by Commissioner Samide, seconded by Commissioner Rear to approve and execute the minutes for the meeting of August 14, 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>Abstain*</i>

**Commissioner Spidalieri was absent from this meeting.*

APPROVE MINUTES

Motion: by Commissioner Samide, seconded by Commissioner Rear to approve and execute the minutes for the meeting of August 19, 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>

APPROVE FINANCIALS

Budget and Finance Administrator Heidi Delaney explained the financials for today as including a Revenue Certification for the Board of Developmental Disabilities Construction Fund; a Supplemental appropriation for the Board of Developmental Disabilities operating fund to increase appropriations as approved by Board of DD resolution #14-58(A) for a transfer out for the roof project; Cash transfers out of the General Fund for a portion of 2014 funding for the County Home and the debt payment on the various purpose note series 2013; a Contract for Tremco for the purchase of state term schedule roofing materials for the Board of Developmental Disabilities Adult Workshop and Administration Building roofing project in the amount of \$412,000.00; Travel requests for the Common Pleas Court, Community Development, Job and Family Services, Probate Court, and the Recorder's Office; a payment to NOACA for payment of 2014-2015 Dues in the amount of \$25,419.00; a payment to the Geauga County Agricultural Society for 2014 funding for the repair of fairground buildings in the amount of \$20,000.00; a payment to the Safety Company LLC for the purchase of Granite XP Inspection software, hardware, training and support for the Water Resources department in the amount of \$31,319.00; and a payment to Gottschalk Building Company for pay request #11 for the Board of Developmental Disabilities ICFDD Downsizing project in the amount of \$93,872.00.

Motion: by Commissioner Samide, seconded by Commissioner Rear to approve and execute Resolution #14-131 itemizing the financials for the meeting of August 26, 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>

**DEPARTMENT ON AGING - RELEASE BID / PERFORMANCE BOND – COMFORT
KEEPERS - HOMEMAKER AND PERSONAL CARE SERVICES FOR GEAUGA RESIDENTS
AGE 60 AND OVER THAT ENDED AUGUST 14, 2014**

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Commissioners' Clerk Christine Blair stated that while she was sending out the other bonds that had been released, it was discovered that the bond for Comfort Keepers had been missed.

Motion: by Commissioner Samide, seconded by Commissioner Rear to release the Bid/Performance Bond for Comfort Keepers for the Homemaker and Personal Care Services for Geauga County residents age 60 and older for the period ending August 14, 2014 as all specifications have been met.

<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 DEVELOPMENT – NOTICE TO PUBLIC OF A FINDING OF NO SIGNIFICANT IMPACT (FONSI) AND NOTICE OF INTENT TO REQUEST A RELEASE OF FUNDS (NOI/RROF) – THOMPSON SQUARE TARGET AREA COMMUNITY CENTER

Program Coordinator Kelly Belconis explained that they were requesting permission to advertise for a release of funds for a combined notice in connection to the Thompson Square Target Area. Ms. Belconis explained that funds could be available that could be put towards the projects in Thompson and this is a required step in the process.

Motion: by Commissioner Samide, seconded by Commissioner Rear to grant permission to advertise the Notice to Public of a Finding of No Significant Impact on the Environment (FONSI) and Notice of Intent to Request a Release of Funds (NOI/RROF) Combined Notice in regards to The Thompson Square Target Area Community Center, under the Community Development Block Grant (CDBG) B-F-14-1AZ-1 and the Community Development Block Grant (CDBG) B-F-13-1AZ-1 and Program Income Funds to be advertised on August 28, 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>

BOARD OF DEVELOPMENTAL DISABILITIES – AWARD BID – BUILDING TECHNICIANS CORPORATION – LABOR TO INSTALL METZENBAUM ADULT WORKSHOP AND ADMINISTRATION ROOF REPLACEMENT PROJECT

Business Manager Steve Tucker explained that the goal is to keep the cost for the project as low as possible and that they chose to purchase the materials under the state contract and bid out the labor for those materials to be installed. Mr. Tucker stated that 3 companies submitted bids and Building Technicians submitted the lowest and best bid. Mr. Tucker noted that all three of the contractors appear as an installer on the state purchasing contract and feels that they will do a good job. Commissioner Samide inquired about the type of roof to be put on and there was some discussion about the material being a type of polymer and that the total for the two buildings equals about 57,000 square feet. The Adult Workshop roof is the original roof that was put on when the building was constructed about thirty years ago.

Motion: by Commissioner Samide, seconded by Commissioner Rear to award the combined base bid to Building Technicians Corporation for the Labor to Install the Bessie Benner Metzenbaum Center 2014 Adult Workshop and Administration Building Roof Replacement Project in the amount of \$624,100.00 as they represented the lowest and best bid.

<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>

COUNTY ENGINEER'S OFFICE - ACCEPT MORTGAGE DEED FOR CANYON LAKES COLONY SUBLOT #22 – PERFORMANCE GUARANTY FOR SUBLOT #26 IN CANYON LAKES COLONY PHASE 13A – BAINBRIDGE TOWNSHIP

Construction Manager Pete Seliskar explained that subplot #26 has been sold and so they are releasing that and replacing it with subplot #22.

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Motion: by Commissioner Samide, seconded by Commissioner Rear to approve, accept and execute the Mortgage Deed for Sublot No. 22 (Parcel #02-421126) for the Performance Guaranty for Sublot No. 26 in the Edwards Landing Subdivision in Canyon Lakes Colony Phase 13A in Bainbridge Township.

<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>

COUNTY ENGINEER'S OFFICE – MORTGAGE RELEASE – SUBLOT NO. 26 – CANYON LAKES COLONY PHASE 13A – BAINBRIDGE TOWNSHIP

Motion: by Commissioner Samide, seconded by Commissioner Rear to approve and execute the Mortgage Release for Sublot No. 26 (Parcel #02-421120) in Canyon Lakes Colony Phase 13A in Bainbridge Township.

<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>

COUNTY ENGINEER'S OFFICE – UNIT PRICE CONTRACT – KOKOSING CONSTRUCTION COMPANY, INCORPORATED - RESURFACING OF BAINBRIDGE ROAD (SECTIONS A-D)

Deputy Engineer Nick Gorris explained that the project for Bainbridge Road includes a \$640,000.00 Federal grant and \$317,000.00 of County funds for resurfacing that will take place in the next several weeks.

Motion: by Commissioner Samide, seconded by Commissioner Rear to approve and execute the Unit Price Contract with Kokosing Construction Company, Incorporated for the Asphalt Resurfacing of Bainbridge Road (CH 11, Sections A-G) in Bainbridge Township in the amount of \$957,545.90.

<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>

COUNTY ENGINEER'S OFFICE – AIA DOCUMENT A101 – 2007 STANDARD FORM OF AGREEMENT – LAKELAND MANAGEMENT SYSTEMS, INCORPORATED – ENGINEER'S OFFICE BUILDING

Mr. Gorris explained that they were asking the Board to execute the contract with Lakeland Management for the new office building, adding that the pre-site work to be done by the Engineer's office has been completed, and that they are eager to get started.

Motion: by Commissioner Samide, seconded by Commissioner Rear to approve and execute the AIA Document A101 – 2007 Standard Form of Agreement with Lakeland Management Systems, Incorporated for the new Geauga County Engineer's Office Building in the amount of \$1,245,000.00.

<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>

OTHER – NEWCOMB ROAD ACCIDENT / WOODIN ROAD RESIDENT

Mr. Gorris inquired about information that they had received regarding an accident that occurred on Newcomb Road with an attempt to obtain funding to assist Middlefield Township with repairing the roadway.

Mr. Gorris stated that they will be taking care of Mr. Johnson on Woodin Road, that the area had been re-seeded twice and it didn't take, adding that they would be going back and doing it over again.

MAINTENANCE DEPARTMENT – UPDATED PAYROLL AUTHORIZATION AND ACCOUNTING FORMS AUTHORIZATION FORMS

Director Glen Vernick explained that an employee in his department had a change to their last name and is requesting that the forms for the Auditor be approved to complete the required

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paperwork.

Motion: by Commissioner Samide, seconded by Commissioner Rear to approve and authorize the President of the Board to execute the updated Payroll Authorization Form.

<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 authorize the President of the Board to execute the updated Accounting Forms Authorization Form.

<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>

MAINTENANCE DEPARTMENT – SERVICE CONTRACT AGREEMENT – THE VERDIN COMPANY

Mr. Vernick explained that the Clock and Bell Towers need work done that is outside the normal maintenance that is performed by the department. Mr. Vernick added that an annual maintenance check will be performed and make any repairs necessary.

Motion: by Commissioner Samide, seconded by Commissioner Rear to approve and execute a service Contract Agreement with The Verdin Company to perform maintenance and repair of the Clock and Bell Towers for Geauga County for the period August 1, 2014 through July 31, 2016 in an amount not to exceed \$10,000.00.

<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>

MAINTENANCE DEPARTMENT – SERVICE CONTRACT AGREEMENT – JAVA ON WHEELS, LLC

Mr. Vernick explained that Java on Wheels will be bringing in vending equipment and will keep snacks and beverages in several areas including those that have 24 hour coverage. Mr. Vernick noted that the County will receive a 10% commission on what is sold.

Motion: by Commissioner Samide, seconded by Commissioner Rear to approve and execute a service Contract Agreement with Java on Wheels, LLC to deliver and install vending equipment and stock machines at Geauga County buildings for a three year period.

<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>

MAINTENANCE DEPARTMENT – SERVICE CONTRACT AGREEMENT – THYSENKRUPP ELEVATOR CORPORATION – GOLD SERVICE AGREEMENT AND AMENDMENT NO. 1

Mr. Vernick stated that ThyssenKrupp is the company that actually installed the elevator in the Courthouse several years ago and have held the maintenance agreement since that includes all new maintenance and inspections.

Motion: by Commissioner Samide, seconded by Commissioner Rear to approve and execute a service Contract Agreement with ThyssenKrupp Elevator Corporation to perform preventative maintenance for the Geauga County Courthouse Elevator for the period September 1, 2014 through August 31, 2017 in an amount not to exceed \$23,000.00 and further approve and authorize the President of the Board to initial and execute the Gold Service Agreement and Amendment No. 1.

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

OTHER – SANITARY SEWER ISSUE

Mr. Vernick explained that they have a sewer line issue at the Courthouse that will cost around \$7,000.00 to repair, adding that they are working with the City of Chardon on the city covering the cost of repairing the sidewalks once complete.

DEPARTMENT OF WATER RESOURCES – SERVICE CONTRACT AGREEMENT – HD SUPPLY WATERWORKS, LTD

Director Doug Bowen explained that several months ago a hydrant was hit by a car in Bainbridge and caused a large amount of water to be lost. Mr. Bowen stated that this valve will be installed that will allow them to shut off water in a smaller area. Mr. Bowen added that after the water study is complete that they feel that additional valves will probably need to be installed.

Motion: by Commissioner Samide, seconded by Commissioner Rear to approve and execute the service Contract Agreement with HD Supply Waterworks, LTD to perform valve insertion at the corner of Chagrin Road and Savage Road in an amount not to exceed \$7,975.00.

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

COMMISSIONERS' OFFICE – CHANGE CLASSIFICATION OF BUILDING STANDARDS ASSESSMENT FUND FROM BUDGETED SPECIAL REVENUE FUND TO ROTARY / AGENCY FUND

County Administrator David Lair explained that when a fee is paid a percentage is put into a fund that allows for the payment to made to the state, adding that they would like to make this a rotary fund.

Motion: by Commissioner Samide, seconded by Commissioner Rear to authorize the Geauga County Auditor to change the classification of the Building Standards Assessment Fund from a Budgeted Special Revenue Fund to a Rotary / Agency Fund.

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

COMMISSIONERS' OFFICE – ESTABLISH MAINTENANCE AND PAVING GUARANTEE FUND – RECEIPT OF MONIES FOR SUBDIVISION ROADS

Mr. Lair stated that this fund is to establish a rotary fund for maintenance and paving guarantees. Ms. Blair added that this fund is the final step in the process in amending the subdivision regulations to allow the funds be held as guarantees.

Motion: by Commissioner Samide, seconded by Commissioner Rear to authorize the Geauga County Auditor to establish a Rotary / Agency Fund to be known as the Maintenance and Paving Guarantee Fund to allow for the proper accounting of revenue and expenditures associated with the receipt of monies for subdivision roads in Geauga County.

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

OTHER - OPINION

Commissioner Spidalieri expressed his opinion on a recent comment that was made by the President regarding the incident happening in Ferguson, Missouri and that he does not agree and is offended. Mr. Spidalieri expressed that local government needs to speak out more against certain situations, using this as example and that law enforcement is the front line of defense and

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they need to be supported and given the tools that they need to perform their job. Mr. Spidalieri stated that he felt it was a slap in the face to all law enforcement across the United States.

COMMISSIONERS' OFFICE – EXECUTIVE SESSION

Motion: by Commissioner Samide, seconded by Commissioner Rear to move into Executive Session for the purpose of discussing the hiring of a public employee.

<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>

It was noted that Mr. Lair would be joining the Board in executive session, with two people brought in individually. The Board returned at 11:36 a.m. and no action was taken.

COMMISSIONERS' OFFICE – EXECUTIVE SESSION

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

<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>

It was noted that Mr. Lair would be joining the Board in executive session. The Board returned at 11:47 a.m. as a result the following actions were taken:

Motion: by Commissioner Samide, seconded by Commissioner Rear to approve the updated job description and re-grade of the position of Commissioners' Clerk (#1306) from Grade 10E to Grade 11E.

Motion: by Commissioner Samide, seconded by Commissioner Rear to approve the new position and job description for Budget and Finance Manager (#1320) Grade 18E.

Motion: by Commissioner Samide, seconded by Commissioner Rear to approve the re-activation and job description of the position of Budget Officer (#1308) Grade 8.

Motion: by Commissioner Samide, seconded by Commissioner Rear to approve the re-grade and job description of the position of Director of Administrative Services (#1302) from Grade E17 to Grade E15.

Motion: by Commissioner Samide, seconded by Commissioner Rear to approve the new position and job description of the position of Human Resources Specialist (#1316) Grade 11E.

Motion: by Commissioner Samide, seconded by Commissioner Rear to approve the new position and job description for Administrative Assistant (#1319) Grade 6.

Motion: by Commissioner Samide, seconded by Commissioner Rear to approve the new position and job description for Micrographics Coordinator (#2611) Grade 11E.

Motion: by Commissioner Samide, seconded by Commissioner Rear to approve the new position and job description for Archivist-Records Manager (#2612) Grade 11E.

Motion: by Commissioner Samide, seconded by Commissioner Rear to approve the revised organizational chart for the Commissioners' office to include the positions of Budget and Finance Manager, Budget Officer, Director of Administrative Services, Human Resources Specialist, Administrative Assistant and the Archives and Records Center and positions of Micrographics Coordinator, and Archivist-Records Manager to be effective August 31, 2014.

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- Motion:* by Commissioner Samide, seconded by Commissioner Rear to approve the promotion of Allison Brandeberry to the position of Micrographics Coordinator (#2611), Grade 11E, Step 4 to be effective August 31, 2014 at the rate of \$21.06 per hour.
- Motion:* by Commissioner Samide, seconded by Commissioner Rear to approve the promotion of Clair Wilson to the position of Archivist-Records Manager (#2612), Grade 11E, Step 3 to be effective August 31, 2014 at the rate of \$20.36 per hour.
- Motion:* by Commissioner Samide, seconded by Commissioner Rear to approve the promotion of Linda Burhenne to the position of Director of Administrative Services (#1302), Grade E15 Step 2, \$2,180.80 per pay period to be effective August 31, 2014.
- Motion:* by Commissioner Samide, seconded by Commissioner Rear to approve the promotion of Heidi Delaney to the position of Budget and Finance Manager (#1320), Grade 18E at a rate of \$25.56 per hour to be effective August 31, 2014. After the successful completion of a 180-day probationary period the rate will increase to \$26.91 per hour, (Grade 18E Step 1).
- Motion:* by Commissioner Samide, seconded by Commissioner Rear to approve the re-grade of Commissioners' Clerk Christine Blair to Grade 11E, Step 3 at the rate of \$20.36 per hour to be effective August 31, 2014.
- Motion:* by Commissioner Samide, seconded by Commissioner Rear to approve the promotion of Kathleen Hostutler to the position of Human Resources Specialist (#1316), Grade 11E Step 3 at the rate of \$20.36 per hour to be effective August 31, 2014.
- Motion:* by Commissioner Samide, seconded by Commissioner Rear to approve the promotion of Mary C. Schaab to the position of Budget Officer (#1308), Grade 8 at the rate of \$14.78 per hour to be effective August 31, 2014. After the successful completion of a 180-day probationary period the rate will increase to \$15.56 per hour, (Grade 8 Step 1).
- Motion:* by Commissioner Samide, seconded by Commissioner Rear to approve the promotion of Deborah Ashburn to the position of Administrative Assistant (#1319), Grade 6 at the rate of \$12.64 per hour to be effective August 31, 2014. After the successful completion of a 180-day probationary period the rate will increase to \$13.30 per hour (Grade 6, Step 1).

<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>

ACKNOWLEDGEMENTS

- a) *The Monthly Inventory Report, Consolidated Investment Portfolio and Obligations and Securities monthly reports filed by the Treasurer's Office for Geauga County for the Month of July, 2014, pursuant to ORC 135.35(L).*
- b) *A weekly report filed by the County Dog Warden of all dogs seized, impounded, redeemed or destroyed for the week ending August 20, 2014 as required by O.R.C. 955.12.*

OTHER

The Board reviewed upcoming events.

MEETINGS

Thu., 8/28 The Commissioners' will hold regular session at the Great Geauga County Fair, 10:00 a.m. at the Junior Fair 4-H Stage

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8/28 – 9/1 *The Great Geauga County Fair, Burton*

Mon., 9/1 *County offices will be closed for general business due to the Labor Day holiday.*

Tue., 9/2 **The Regularly scheduled Commissioners' meeting is cancelled.**

Tue., 9/9 *Budget Hearing, Treasurer, 9:30 a.m.*

Tue., 9/9 *Investment Advisory Board, 9:45 a.m. Chambers*

Tue., 9/9 *The Commissioners will hold regular session.*

Wed., 9/10 *Perry Nuclear Power Plant Exercise*

Thu., 9/11 *The Commissioners will hold regular session.*

OTHER – UPCOMING SESSIONS / BUDGET HEARINGS

Commissioner Rear expressed concern about the requirement of the O.R.C. and the number of meetings held and if they will meet the requirement of fifty. It was noted that if they add additional regular meetings that they would not be considered special if cancelled in advance and would count towards the requirement. Ms. Blair noted that with the current schedule and a lack of quorum at the end of September she was going to present the Board with requests to cancel sessions and add a meeting with financials still being able to be approved by Mr. Lair. Ms. Blair noted that additional evening meetings will need to be cancelled due to holidays. A brief discussion took place about finalizing the budget hearing schedule.

BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, COMMISSIONER SAMIDE ADJOURNED THE MEETING AT 11:58 A.M.

Geauga County Board of Commissioners

Ralph Spidalieri

Blake A. Rear

Mary E. Samide

Christine Blair, Commissioners' Clerk

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