

**Commissioners' Journal**  
**June 28, 2022**

*The Geauga County Board of Commissioners met in session on June 28, 2022 at 9:30 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, James W. Dvorak opened the meeting at 9:36 a.m. by leading the Board and audience in reciting the Pledge of Allegiance.*

*\*Commissioner Spidalieri was absent from today's meeting.*

*Commissioner Dvorak read the following prayer:*

*Ever Faithful Father*

*As long as I live*

*I will never stop worshipping God*

*He has shown me undiluted love, and I pray for my heart to be able to contain the things he has not yet attended to in my life.*

*Amen*

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

*County Administrator Gerard Morgan reported on the items approved by the County Administrator on June 23, 2022 for the Department of Development (Community and Economic) approved and executed a Satisfaction / Release of Mortgage for Jilcin, LLC / Threeskis, Incorporated as the Mortgage for a Local Revolving Loan Fund Loan for machinery and equipment in the amount of \$80,000.00 has been satisfied; Approved and executed a Satisfaction / Release of Mortgage for Donald E. and Donna M. Slife as the Mortgage for down payment assistance under Grant #B-C-01-026-2 in the amount of \$9,000.00 has been satisfied; and Approved and executed a Satisfaction / Release of Mortgage for Donald E. and Donna M. Slife as the Mortgage for rehabilitation assistance under Grant #B-C-01-026-2 in the amount of \$2,720.00 has been satisfied and June 24, 2022 for the Department of Water Resources approved hiring Gregory Sankovich to the position of Maintenance Worker (#2330) at the rate of \$19.47 per hour to be effective July 11, 2022 with a one year probationary period. This offer of employment is contingent upon the successful completion of the required pre-employment conditions; and Approved and execute the Ohio Water Development Authority Fund Payment Request #20 for Technical Services (Loan #8983) by GPD Group, Incorporated for the Chardon Township Wastewater Treatment Plant and Sewers project (Henning Road) in the amount of \$1,202.50; as authorized by Resolution #22-032 under the direction and supervision of the County Commissioners that was approved March 15, 2022 pursuant to O.R.C. 305.30.*

**APPROVE FINANCIALS**

*Budget and Finance Manager Adrian Gorton explained the financials for today as including a payment for the Engineer's Office to High Leah Electronics, Incorporated for the purchase of traffic count boxes in the amount of \$9,869.00, a payment for Job and Family Services to ESC of the Western Reserve to pay for the May Teen Pregnancy Prevention Program expenses in the amount of \$12,869.46 and a payment for Water Resources to Junction Auto Sales for the purchase of a 2021 Jeep Renegade Latitude in the amount of \$29,940.00.*

*Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute Resolution #22-118 itemizing the financials for the meeting of June 28, 2022.*

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

**COMMISSIONERS OFFICE – APPROVE THE INCREASE TO THE ESTABLISHED GAS MILEAGE REIMBURSEMENT – REVISED INTERNAL REVENUE SERVICE RATE**

*Mr. Gorton asked the Board to revise the established mileage rate due to an increase effective July 1, 2022.*

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*Motion:* by Commissioner Lennon, seconded by Commissioner Dvorak to approve the increase to the established gas mileage reimbursement at the revised Internal Revenue Service (IRS) rate of \$0.625, to be effective July 1, 2022 for the departments under the direction of the Geauga County Board of Commissioners.

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

**AIRPORT AUTHORITY – AUTHORIZE PRESIDENT OF THE BOARD TO EXECUTE U.S. DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION, FAA AIRPORT IMPROVE PROGRAM GRANT AGREEMENT – FY2022 – LAND ACQUISITION**

*Airport Manager Ric Blamer asked the Board to authorize the President of the Board to execute the FAA Airport Improvement Program Grant Agreement for FY2022.*

*Motion:* by Commissioner Lennon, seconded by Commissioner Dvorak to approve and authorize the President of the Board to execute the U.S. Department of Transportation Federal Aviation Administration, FAA Airport Improvement Program (AIP) Grant Agreement for FY2022 AIP Grant # 3-39-0054-026-2022 for land acquisition in the amount of \$264,410.00 (FAA portion \$237,969.00, ODOT portion \$13,220.00 and Local County portion \$13,221.00).

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

**COUNTY ENGINEER'S OFFICE – HIGHWAY EASEMENT – LOUISE M. REILING (PARCEL #01-082200 – IMPROVE INTERSECTION BAINBRIDGE ROAD – WASHINGTON STREET - AUBURN TOWNSHIP**

*Deputy Engineer Shane Hajjar asked the Board to execute the Highway Easement with Louise Reiling for roadway improvements to Bainbridge Road and Washington Street intersection. Mr. Hajjar noted that this is the point where Bainbridge Road and Washington Street meet. This property is a nursery on the corner.*

*Motion:* by Commissioner Lennon, seconded by Commissioner Dvorak to accept and execute the Highway Easement between the Geauga County Board of Commissioners and Louise M. Reiling (Parcel #01-082200) for roadway improvements to the intersection of Bainbridge Road with Washington Street in Auburn Township in the amount of \$36,000.00.

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

**ARCHIVES / RECORDS CENTER – CONTRACT AGREEMENT – INNOVATIVE DOCUMENT IMAGING, LLC**

*Archives Supervisor Clair Wilson asked the Board to approve a contract with Innovative Document Imaging to help us convert scans to microfilm for permanent storage.*

*Motion:* by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute the Contract Agreement with Innovative Document Imaging, LLC for digital conversion services effective June 28, 2022 for a period of two years in an amount not to exceed \$4,000.00.

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

**DEPARTMENT ON AGING – APPLICATION FOR REQUEST FOR PROPOSAL – WESTERN RESERVE AREA AGENCY ON AGING – ALZHEIMERS RESPITE FUNDS SY2023-2024 – ADULT DAY SERVICE PROGRAM – 2 YEARS**

*Internal Operations Manager Karen Stone asked the Board to approve the submission of an application for a request for funding through Western Reserve Area Agency on Aging for*

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*Alzheimer's Respite Funds for the Adult Day Service program. Ms. Stone noted that this is a one year amount and hope they can reapply again next year.*

*Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and authorize the President of the Board to execute the Application for a request for proposal for funding through the Western Reserve Area Agency on Aging, Alzheimer's Respite Funds SY 2023-2024 for the Adult Day Service Program for a two-year period, with a requested amount of \$265,000.00 for the first-year contract period of July 1, 2022 through June 30, 2023 for qualified Geauga County Seniors Age 60 and over.*

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

**TRANSIT – WAGE CONTINUANCE FOR TIMOTHY KEMPPFER – FULL-TIME TRANSIT DRIVER – FORTY-SEVEN HOURS**

*Mr. Morgan explained that a driver was injured and was doing wage continuance to avoid workers comp issues.*

*Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve a Wage Continuance for Timothy Kempffer, Full-time Transit Driver for forty-seven (47) hours during the period June 15, 2022 through June 24, 2022.*

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

**DEPARTMENT OF WATER RESOURCES – EXTENSION OF UNPAID MEDICAL LEAVE OF ABSENCE – ROB EDMONDS**

*Mr. Morgan explained that in June the commissioners were supposed to have held a hearing but due to unforeseen circumstances that day we extended the leave until today and to do an extension in order to get a meeting set up in order to hold that hearing.*

*Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve an extension of unpaid medical leave of absence for Rob Edmonds, in accordance with the Union Contract for the period June 29, 2022 through July 12, 2022.*

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

**PROSECUTOR'S OFFICE (VICTIM WITNESS) – VICTIM OF CRIME ACT (VOCA) AND STATE VICTIM ADVOCACY ACT (SVAA) 2022-2023 GRANT APPLICATION**

*Victim Witness Advocate Cindi Haycox-Wellman asked the Board to approve her grant application and local match for next years funding.*

*Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and authorize the President of the Board to execute the Victim of Crime Act (VOCA) and State Victim Advocacy Act (SVAA) 2022-2023 Grant Application in the amount of \$50,951.00. As part of this grant \$29,938.00 is being requested from federal VOCA funds with a local match from the County General Fund of \$16,552.00 and \$4,461.00 from SVAA with no local match. This grant is for the period October 1, 2022 through September 20, 2023.*

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

**COMMISSIONERS' OFFICE – RESOLUTION IN THE MATTER OF SELF CERTIFYING A \$50,000.00 MICRO PURCHASE THRESHOLD – AMERICAN RESCUE PLAN (ARPA) FUNDS**

*Mr. Morgan explained that these are items that need to be put into place in order to be able to use the ARPA funds. The First resolution is for a self-certifying micro-purchase threshold.*

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*Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute Resolution #22-119 In the Matter of Self-Certifying a \$50,000.00 Micro-Purchase Threshold for use of American Rescue Plan (ARPA) Funds in Accordance with 2 CFR 200.320(a)(iii) and (iv).*

*Board of County Commissioners, Geauga County, Ohio*

*Date: June 28, 2022*

*Resolution: #22-119*

*IN THE MATTER OF SELF-CERTIFYING A \$ 50,000.00 MICRO-PURCHASE THRESHOLD FOR USE OF AMERICAN RESCUE PLAN (ARPA) FUNDS IN ACCORDANCE WITH 2 CFR § 200.320(a)(iii) and (iv).*

*WHEREAS, the County has received a distribution of monies (the "ARPA Funds") from the American Rescue Plan Act of 2021 ("ARPA" or the "Act"); and*

*WHEREAS, Congress passed the Act effective March 11, 2021; and*

*WHEREAS, Section 603 created the Coronavirus Local Fiscal Recovery Fund which, among other things, appropriated money to cities, non-entitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (Covid-19); and*

*WHEREAS, the U.S. Treasury has attached to the use of these funds various provisions typically applicable to federal awards from the Federal Acquisitions Regulations (FAR) in Title 48 of the Code of Federal Regulations (CFR); and*

*WHEREAS, expenditure of ARPA funds is subject to the federal Uniform Guidance requirements set forth in 2 C.F.R. 200; and*

*WHEREAS, the County is a non-Federal entity under the definition set forth in 2 C.F.R. § 200.1; and*

*WHEREAS, 2 C.F.R. 200.318 requires all recipients of federal funds to maintain documented procurement standards and policies; and*

*WHEREAS, pursuant to 2 C.F.R. 200.320(a)(1)(ii), a non-Federal entity may award micro-purchases without soliciting competitive price or rate quotations if the non-Federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents that the non-Federal entity files accordingly; and*

*WHEREAS, pursuant to 2 C.F.R. 200.320(a)(1)(iii), a non-Federal entity is responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, an evaluation of risk, and its documented procurement procedures; and*

*WHEREAS, pursuant to 2 C.F.R. § 200.320(a)(1)(iv), a non-Federal entity may self-certify on an annual basis a micro-purchase threshold not to exceed \$50,000 based upon being a low-risk auditee and/or being subject to an annual internal institutional risk assessment to identify, mitigate, and manage financial risk and maintain documentation to be made available to a Federal awarding agency and auditors in accordance with 2 C.F.R. § 200.334; and*

*WHEREAS, pursuant to 2 C.F.R. § 200.320(a)(1)(iv), such self-certification must include (1) a justification for the threshold, (2) a clear identification of the threshold, and (3) supporting documentation, which, for public institutions, may be a "higher threshold consistent with State law"; and*

*WHEREAS, under Ohio law, Counties are required to competitively bid purchases and contracts if such purchases and/or contracts exceed a \$ 50,000.00 threshold and county staff is well aware of their terms and related expectations; and*

*WHEREAS, THE County is audited every year by the Ohio State Auditor and was audited in 2020...including a federally required audit of its CARES Act funding and expenditures; and*

*WHEREAS, the audit found no material discrepancies or concerns suggestive of fraud, or misuse of funds; and*

*WHEREAS, the department head of the office/agency seeking the procurement, the Commissioners' Office, the Auditor's Office and the Prosecutor's Office will review expenditures proposed to be paid for by ARPA funding thus reducing the risk of misuse of said funds; and*

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WHEREAS, pursuant to 2 C.F.R. 200.320(a)(1)(iv), the County desires to adopt higher micro-purchase thresholds than those identified in 2 C.F.R. §§200.67, 200.321(a), and 48 C.F.R. § 2.101.

NOW THEREFORE, it is hereby RESOLVED by the Board of Commissioners that:

1. In compliance with the Uniform Guidance, and specifically 2 C.F.R. 200.318, the County adopts the attached ARP Procurement Policy to be used for all expenditures of ARPA funds.

2. In accordance with 2 C.F.R. § 200.320(a)(1)(iv) and the applicable provisions of Ohio law, the County hereby self-certifies that \$ 50,000 will be the micro-purchase threshold for the County's ARPA expenditures as permitted by 2 CFR § 200.320(a)(1)(iii) and (iv) and which is a "higher threshold consistent with State law" under 2 C.F.R. §200.320(a)(1)(iv)(C) for the reasons set forth in the recitals to this resolution:

3. The self-certification made herein shall be effective as of the date hereof and shall be applicable for one year, but shall not be applicable to Federal financial assistance awards issued prior to the date of this Resolution, including ARPA funds.

4. In the event that the County receives funding from a federal grantor agency that adopts a threshold more restrictive than those contained herein, the County shall comply with the more restrictive threshold when expending such funds.

5. The County shall maintain documentation to be made available to a Federal awarding agency, any pass-through entity, and auditors in accordance with 2 C.F.R. § 200.334.

BE IT FURTHER RESOLVED: that it is hereby found and determined that all formal actions of this County concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Board of Commissioners, and that all deliberations of the Board and any of its committees that resulted in such formal action, were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

**COMMISSIONERS' OFFICE – PROCUREMENT POLICY FOR ARPA SPECIFIC EXPENDITURES**

Mr. Morgan asked the Board to approve the procurement policy for the ARPA expenditures.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and adopt the Geauga County Board of Commissioners Procurement Policy for ARPA Specific Expenditures, including Exhibit 1 – Standard Method of Procurement, Exhibit 2 – County Procurement Procedures, Exhibit 3 – Agreement / Contract, Exhibit 4 – Mandated Affirmations, and Exhibit 5 – American Rescue Plan (ARP) Public Improvement Contract / Agreement (Statement of Compliance with Competitive Bidding or other Procurement Regulations for MOU's / Contracts / Agreements subject to ORC Chapter 153 (Public Improvements) proposed to be paid for by American Rescue Plan Funds, to be effective June 28, 2022.

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

**COMMISSIONERS' OFFICE – RESOLUTION IN THE MATTER OF ESTABLISHING A SIMPLIFIED ACQUISITION THRESHOLD (SAT) FOR USE OF AMERICAN RESCUE PLAN (ARP) FUNDS**

Mr. Morgan asked the Board to approve the resolution establishing a simplified acquisition threshold for ARPA.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute Resolution #22-120 In the Matter of Establishing a Simplified Acquisition Threshold (SAT) of \$250,000.00 for use of American Rescue Plan (ARP) Funds in Accordance with 2 CFR 200.320 (a)(2)(i) and (ii).

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*Board of County Commissioners, Geauga County, Ohio*

*Date: June 28, 2022*

*Resolution: #22-120*

***IN THE MATTER OF ESTABLISHING A SIMPLIFIED ACQUISITION THRESHOLD (SAT) OF  
\$ 250,000.00 FOR USE OF AMERICAN RESCUE PLAN (ARP) FUNDS IN ACCORDANCE  
WITH 2 CFR § 200.320(a)(2)(i) and (ii)***

*WHEREAS, the “American Rescue Plan Act of 2021” (ARP), H.R. 1319, Public Law 117-2, was signed into law by the President of the United States on March 11, 2021; and*

*WHEREAS, Section 603(b)(3) of the ARP sets aside a sum of funds available to Counties for use in accordance with its provisions referred to as the “Coronavirus Local Fiscal Recovery Fund” (CLFRF); and*

*WHEREAS, the U.S. Treasury has attached to the use of these funds various provisions typically applicable to federal awards from the Federal Acquisitions Regulations (FAR) in Title 48 of the Code of Federal Regulations (CFR); and*

*WHEREAS, 2 CFR §200.320(a)(2)(i) and (ii) allow the recipient of a federal grant to establish a Simplified Acquisition Threshold (SAT) of up to \$250,000 for small purchases that exceed the micro-purchase threshold of \$ 50,000 (which was previously set in Resolution No. 22-119 based on the County’s available internal financial controls, an evaluation of risk and its documented procurement procedures; and*

*WHEREAS, the County is audited every year by the Ohio State Auditor and was audited in 2020... including a federally required audit of its CARES Act funding, and is currently undergoing an audit for fiscal year 2021; and*

*WHEREAS, the 2020 audit found no material discrepancies or concerns suggestive of fraud, or misuse of funds; and*

*WHEREAS, all CARES Act expenditures proposed to be paid were reviewed by the department head of the office/agency, the Commissioners’ Office, the Auditor’s Office, and the Prosecutor’s Office thus reducing the risk of misuse of said funds;*

*WHEREAS, ARP procurements will also be reviewed by the department head of the office/agency seeking the procurement, the Commissioners’ Office, the Prosecutor’s, Office, and the County Auditor’s Office prior to thereafter being presented to this Board for final decision...a process that makes the risk of misuse or abuse very unlikely and thus the risk minimal.*

*NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Geauga County, Ohio that we do hereby establish for ARP funded procurements, pursuant to 2 CFR §200.320(a)(2)(i) and (ii) a Simplified Acquisition Threshold (SAT) of \$ 250,000 for small purchases that exceed the micro-purchase threshold of \$ 50,000 (which was previously set by Resolution No. 22-119) based on the County’s available internal financial controls, an evaluation of risk and its documented procurement procedures.*

*BE IT FURTHER RESOLVED that it is hereby found and determined that all formal actions of this County concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Board of Commissioners, and that all deliberations of the County Commissioners and any of its committees that resulted in such formal action, were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.*

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

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COMMISSIONERS' OFFICE – RESOLUTION APPROVING AMERICAN RESCUE PLAN ACT OF 2021 EXPENDITURE

*Mr. Morgan asked the Board to approve the resolution for the first expenditure of the ARPA funds for the Chardon Township Wastewater Treatment Plant service connections.*

*Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute Resolution #22-121 Approving American Rescue Plan Act of 2021 Expenditure.*

*Board of County Commissioners, Geauga County, Ohio*

*Date: June 28, 2022*

*Resolution: #22-121*

**RESOLUTION APPROVING AMERICAN  
RESCUE PLAN ACT OF 2021 EXPENDITURE**

*WHEREAS, The President of the United States signed into law the American Rescue Plan Act of 2021 (ARPA) on March 11, 2021; and*

*WHEREAS, ARPA provides money to States, Counties and Municipalities to address the continuing impact of COVID-19 on the economy, public health, state and local governments, individuals and businesses; and*

*WHEREAS, the County has received a distribution of monies from the ARPA; and*

*WHEREAS, Title VI section 603(c)(1)(D) of the Federal Register provides for ARPA funds to make necessary investments in water, sewer or broadband infrastructure; and*

*WHEREAS, the Board of Commissioners through the Department of Water Resources has constructed a public sanitary sewer and wastewater treatment plant in Chardon Township; and*

*WHEREAS, it is necessary to have the property owners connect to the sewer system in a timely manner to eliminate the public health emergency of failing septic systems within the Berkshire Heights subdivision;*

*NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners approves the use of ARPA funds to provide grants to the property owners within the Berkshire Heights subdivision up to \$8,000.00 per service connection.*

*BE IT FURTHER RESOLVED, that the Board of County Commissioners approves the use of ARPA funds to reimburse the Department of Water Resources \$350.00 per service connection to allow the Department to waive the permit application and inspection fee normally charged by the department for service connections.*

*BE IT FURTHER RESOLVED, that the Board of County Commissioners requests orders the Department of Water Resources to establish a program for providing the grants to the property owners with a termination date on which connections after that date will not be covered and a method for tracking installations and payment from the grant.*

*BE IT FURTHER RESOLVED, that the Board of County Commissioners instructs the County Auditor to transfer \$904,000.00 from the ARPA fund to an appropriate fund within Water Resources and when the time for the grant ends as established above by Water Resources the remaining funds shall be transferred back to the ARPA funds account.*

*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 Spidalieri</i>	<i>Absent</i>
	<i>Commissioner Lennon</i>	<i>Aye</i>
	<i>Commissioner Dvorak</i>	<i>Aye</i>

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*There was a brief discussion about the Mental Health and Recovery Services levy that had been before the Board and that they were not ready yet to move forward.*

COMMISSIONERS' OFFICE – PUBLIC HEARING – 2023 TAX BUDGET

*Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to waive the reading of the legal notice.*

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

*The Public Hearing was opened at 10:00 a.m.*



## Geauga County 2023 Tax Budget

Public Hearing  
June 28, 2022

Gerry Morgan, County Administrator  
Deborah Ashburn, Senior Fiscal Specialist  
Adrian Gorton, Budget & Finance Manager

*Mr. Gorton thanked the Commissioners, Mr. Morgan, Ms. Ashburn and Clerk, Christine Blair. Mr. Gorton thanked Auditor Walder, Mr. Leyde and the Auditor's staff along with the Other Officials and Departments.*



## Geauga County 2023 Tax Budget Overview

Total 2023 Tax Budget - \$128M

General Fund Budget - \$39.1M  
(- Operational Transfers totaling almost \$4.4M = \$34.8M)

General Fund Requests - \$40.4M

*Mr. Gorton explained that the total 2023 Tax Budget is \$128 M, with approximately \$2.2 Million or 1.7% more than the 2022 Adopted Budget due in large to the County Engineer's passing their Road Levy in the Fall of 2021 and not being able to budget the Road and Bridge Fund until the beginning of this year. This resulted in a \$3.1 Million increase. In addition, there are other increases in the Metzenbaum Construction Fund of \$800,000.00, Metzenbaum Reserve of*

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*\$794,000.00 and the Metzenbaum Fund \$117,000.00, the Transportation Administration Fund \$471,000.00, Transportation Capital Fund \$297,000.00, Aging \$110,000.00, Engineer Road Fund \$263,000.00, 9-1-1 Program \$137,000.00 and Court Technology \$114,000.00, all of these are outside of the General Fund and most coincide with additional revenues to cover the increase in expenses. Mr. Gorton added that there are some notable decreases in the 2023 Tax Budget including a \$3 Million decrease in the Chardon Township Sewer Project being almost complete now, a \$1 Million decrease in project funding being requested by Water Resources in their county sewer improvement fund, a \$400,000.00 decrease in the 2019 Commissioners Capital Reserve Fund due to the new office building reaching completion this year, a \$460,000.00 decrease in Airport Construction with the newly completed T Hangars and concealed handgun licenses were reduced by \$280,000.00 due to changes in licensing requirements this year.*

*Mr. Gorton stated that the General Fund portion is \$39.1 Million. The General Fund increased by almost \$1.2 Million in the 2023 Tax Budget versus what was adopted as the permanent appropriations for 2022 back in December. Some of the reasons for this are an increase in the funding needed by 9-1-1 operations, Court Technology, the Sheriff's 800 Mhz communications fund, an increase in staffing and contract services requests for the Auditor and ADP, and payroll account increase requests from the Prosecutor's Office and the Sheriff. We will break down the General Fund expenses a little further into the presentation.*

*Operational transfers cover items like contingency, emergency transfers, 9-1-1 funding, 800 Mhz radios, Court Technology, capital projects, debt service, grant matches, Public Assistance, Family First, Community Development and reimbursements. Increases in these requests for funding are responsible for about a third of the increase in the General Fund.*

*Mr. Gorton explained that the \$1.3 Million of requests that remain to get funding include \$300,000.00 of associated personnel related expenses requested by the Board of Elections and \$900,000.00 of equipment requests that include \$300,000.00 for replacement Sheriff vehicles, \$200,000.00 for Maintenance for new tractors and utility vans and \$400,000.00 for Board of Elections for a new fire suppression system in the new building.*

*There are also about \$1.7 Million in requests from outside the General Fund that are awaiting funding or will be funded this year with Cash Transfers or over the next few years as we are able. This includes about \$920,000.00 for ADP in the computer equipment improvements fund for security contracts, cloud storage and backup and hardware requests to replace vulnerable networking components and \$790,000.00 from the Sheriff's office for a 9-1-1 Vesta equipment refresh and new 800 Mhz radios that will be needed by the Spring of 2025. As this year progresses we will assess our ability to fund these later, either in whole or in part, or make them a priority for the Supplemental next year. The 800 Mhz radios will be funded in stages over the next couple years.*



## Gauga County 2023 Tax Budget Revenue Overview

2023 General Fund Revenue:       \$36.3M  
Increase from 2022:               \$2.6M  
(2022 Adopted Budget vs 2023 Tax Budget)

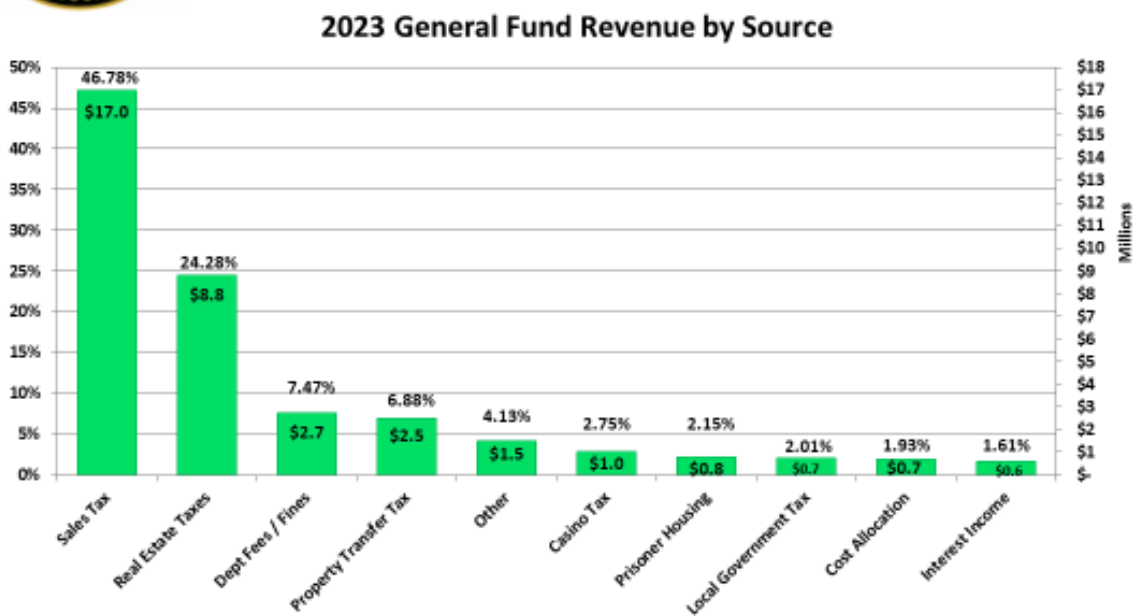
Revenue sources changed from 2022 Budget amounts:

- Increases - Sales Tax \$1.5M, Property Transfer Tax \$500K, Defense of Indigents \$150k, Casino Tax \$100K, Fees \$110k and Cost Allocation \$50K over 2022 levels.
- Decreases – Sheriff Fees \$40k and Interest \$15k.

Mr. Gorton explained that the Revenue continued to trend up last year, with mortgage rates trending upward, higher new construction costs, a persistent tight supply of existing homes on the market and an expected collection rate of 98% for 2023, as determined by the Budget Commission, reflects in a flat property tax collection next year. Mr. Gorton stated that Sales Tax continues to exceed projections and will be increased again in 2023 by \$1.5 million. The Transfer Tax is expected to be increased next year, although transfers seem to be slowing down. The State reimbursement percentage for the Public Defenders office remains high so additional revenue is being budgeted for in the amount of \$150,000.00. Mr. Gorton noted that Casino’s seem to be performing well so far this year, so we are expecting about \$100,000.00 more from that tax. Mr. Gorton noted that a few revenue sources went down but by nominal amounts.



## Geauga County 2023 Tax Budget General Fund Revenue



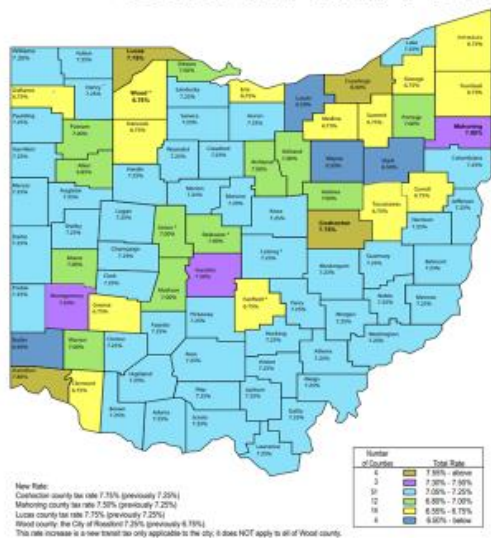
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Senior Fiscal Specialist Deborah Ashburn noted that Sales Tax continues to be the #1 funding source for the General Fund, that almost half of the General Fund revenue is from Sales Tax, with Property Taxes being the second largest, making up about 24% of the General Fund revenue. Together these two taxes make up 71% of the General Fund revenue, which is about \$25.8 Million of the \$36.3 Million.

Ms. Ashburn talked about the General Fund revenue by source, including Sales Tax at 46.78% or \$17,000,000.00, Real Estate Taxes at 24.28% or \$8,822,482.00, Department Fees /Fines at 7.47% or \$2,715,646.00, these are fees for services charged by departments, Property Transfer Tax at 6.88% or \$2,500,000.00, these fees are charged when a property deed is transferred to a new owner, Other at 4.13% or \$1,501,800.00 includes Rent, Gas Well proceeds, Reimbursements, Miscellaneous grants and Auction proceeds, Casino Tax at 2.75% or \$1,000,000.00 which is tax on gross earnings, adding that counties receive 51% by population, Prisoner Housing at 2.15% or \$780,000.00 which is generated from housing inmates, Local Government Tax at 2.01% or \$732,000.00 is revenue sharing funding distributed by the State, Cost Allocation is 1.93% or \$700,000.00 which is a chargeback to departments outside the General Fund for services provided, Interest Income is 1.61% or \$585,000.00 which is revenue received on investments, which is total of \$36,336,928.00.



## Geauga County 2023 Tax Budget General Fund Revenue



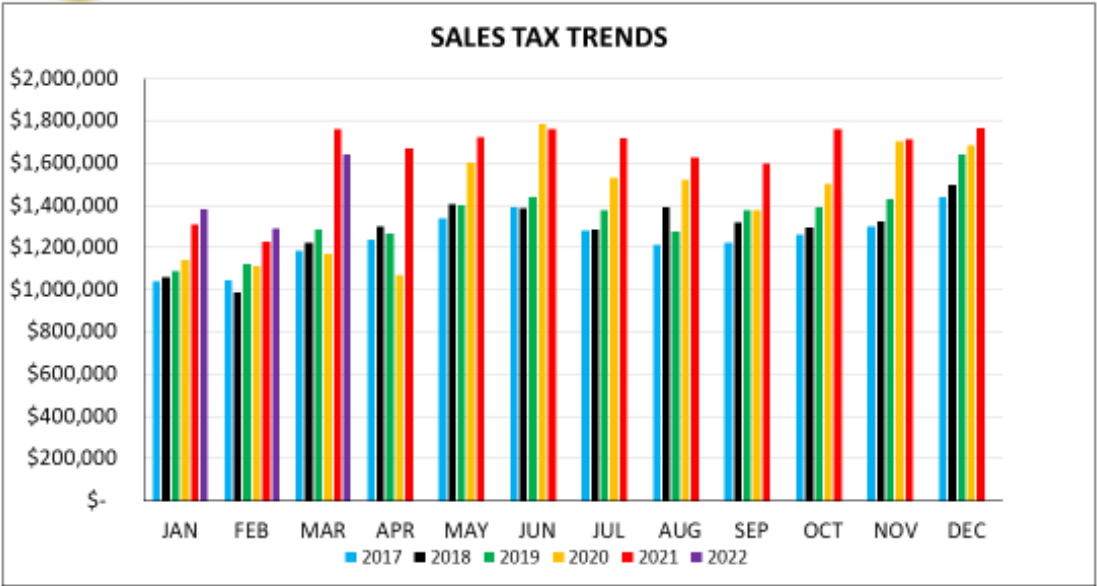
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Ms. Ashburn explained that this chart indicates the sales tax rate for each county in Ohio. The majority of the counties, represented in light blue have a rate of 7.25%. Cuyahoga County has the highest rate at 8%, with Lucas, Hamilton and Coshocton counties following close behind. The 26 counties shown in green or yellow range between 6.75 and 7%. There are three counties (purple) at 7.5% and four counties (dark blue) remain at the lowest rate of 6.5%. The sales tax rate in Geauga is 6.75%, and of that the county only receives 1% and the state receives the remaining 5.75%.

Ms. Ashburn explained that Sales Tax was first imposed on the State of Ohio in 1934 at a rate of 3%. It was originally expected to be a temporary tax lasting one year, but soon after became permanently adopted. By 1949 sales tax was the principal source of revenue for the state.



## Geauga County 2023 Tax Budget Sales Tax Revenue History



\*Illustrates the actual month that sales tax dollars were generated.

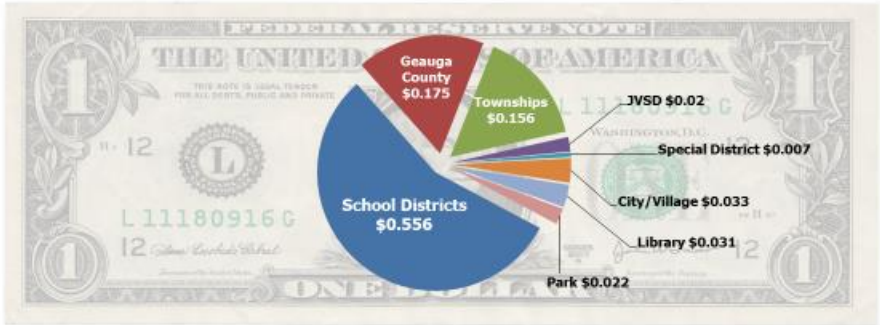
6

Ms. Ashburn explained that this chart shows the overall gradual increase in sales tax revenue since 2017, noting that there is a three-month delay in receiving the sales tax revenue from the state. Ms. Ashburn stated that March 2022 was the first decrease in sales tax that we've seen in quite some time, largely due to a decrease in vehicle and watercraft sales. Sales tax was down about \$207,000.00 over last year, and its unknown what affect inflation will have on this trend.



## Geauga County 2023 Tax Budget Property Tax Overview

For every \$1.00 of property tax paid by a homeowner in Geauga County, on the average **\$0.175 is used to fund County programs**. The remaining almost \$0.825 cents funds the local school districts, including JVSD, the Townships, Municipalities, the public Library and the Parks.



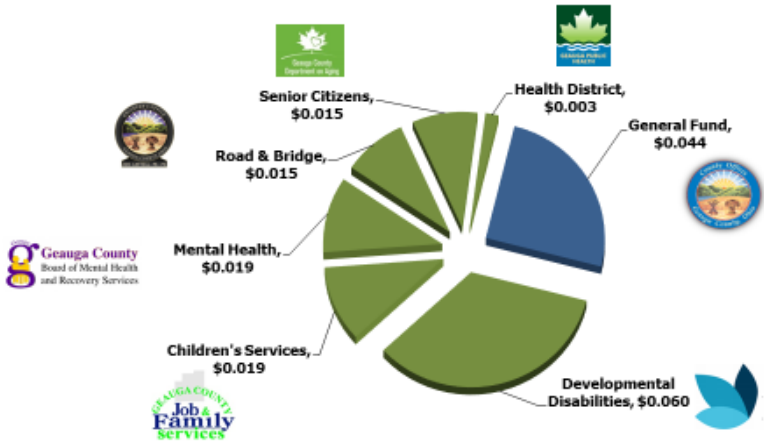
Source – Geauga County Auditor’s Office

Ms. Ashburn explained that this graph shows on average how \$1.00 of property tax money is used, and that currently on average about 17.5 cents of each dollar is used to fund the county programs. The remaining 82.5 cents funds the local school districts, including Joint Vocational Schools, the Townships, Municipalities, the public Library and the Parks.



## Geauga County 2023 Tax Budget Property Tax Allocation

The \$0.175 County Portion of the average property owner’s property tax is allocated as follows:

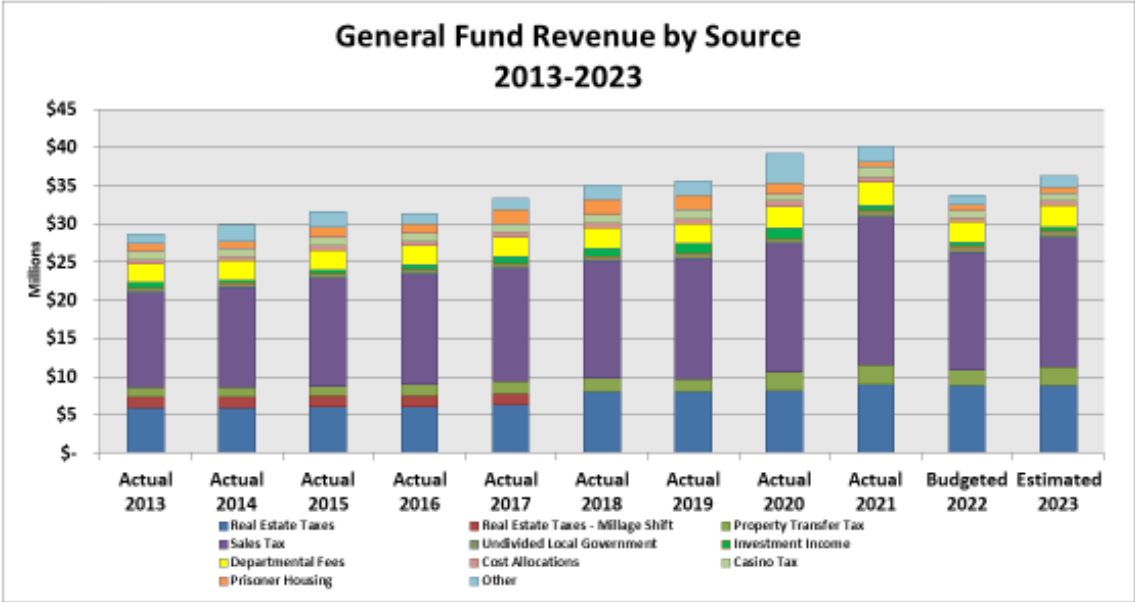


Green slices denote funding derived from local levies.

Ms. Ashburn explained how the 17.5 cents that funds county programs is allocated (chart above), noting that 4.4 cents is allocated to the General Fund for operations of the county. With the exception of the General Fund, all other slices of this funding pie are supported by levies that were voted on and approved by County residents. The breakdown of the 17.5 cents: General Fund is 0.044, Developmental Disabilities is 0.060, Children’s Services is 0.019, Mental Health is 0.019, Road and Bridge is 0.015, Senior Citizens is 0.015 and Health District is 0.003.



## Geauga County 2023 Tax Budget General Fund Revenue History



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Mr. Gorton explained this graph and pointed out the different colors shown and what they represent.



## Geauga County 2023 Tax Budget Available Resources History

Changes to Available Resources 2019-2023

	2019 Actual	2020 Actual	2021 Actual	2022 Budgeted	2023 Estimated
Unencumbered Carryover Balance	\$13.1	\$9.5	\$11.3	\$7.9	\$10.5
Calendar Year Revenue	\$35.6	\$39.3	\$40.1	\$33.7	\$36.3
Total Resources	\$48.7	\$48.8	\$51.4	\$41.6	\$46.8
Increase to Calendar Year Revenue					\$2.6

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Mr. Gorton stated that like in prior years, conservative carryover estimates are being utilized, noting that for budgeting purposes they are using a \$10.5 Million carryover, which is the average over the last several years.



## Geauga County 2023 Tax Budget Expense Overview

2023 General Fund Operating Expenses:	\$34.8M
Decrease Net of Transfers:	(\$2.0M) 5.4%
(2022 Amended Budget vs 2023 Tax Budget)	

Key Assumptions in 2023 General Fund Tax Budget

- 0% wage increase (Some budgets increased to 2022 wages)
- No increase budgeted for County portion of hospitalization
  - 2019 – 1.2% Decrease
  - 2020 – 1.6% Decrease
  - 2021 – 0.1% Decrease
  - 2022 – 0.6% Increase
  - 2023 – No budgeted change in premiums
- All 2023 Tax Budgets were initialized at their 2022 Adopted Budget levels

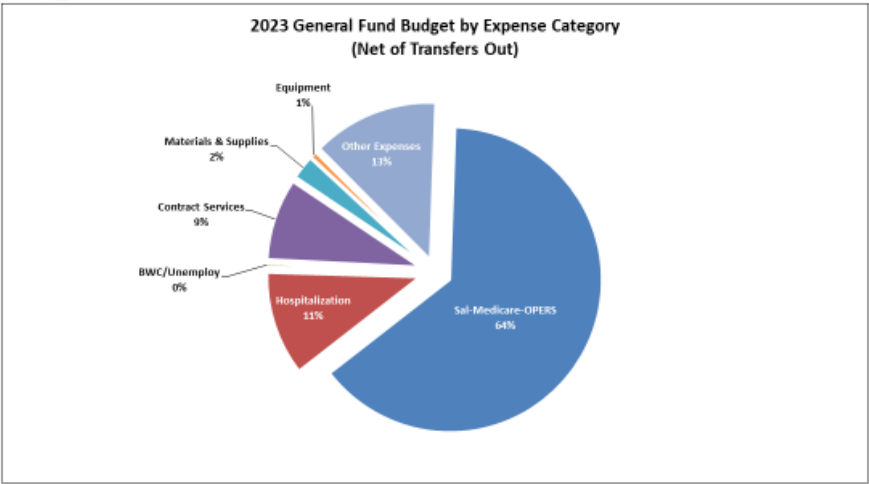
11

Mr. Gorton noted that the 2023 Tax Budget is about \$1.2 Million more than the 2022 Adopted Budget, and once you take out all of the transfer accounts from 2022 and 2023 the 2023 Tax Budget is actually lower than the 2022 amended budget by \$2.0 Million, about \$1.6 million with the transfers included. Once again there are no budgeted increase for employee wages in 2023, unless they are mandated by a labor agreement. This year the County has budgeted for no increase in the County portion of hospitalization. For 2022 we actually had a slight increase in insurance costs of 0.6%. The previous three years had decreases in our premiums of 1.2% in 2019, 1.6% in 2020 and 0.1% last year. Mr. Gorton stated that the employee insurance deductions were also increased, adding that any increase or decrease that will be used for the permanent appropriations will be determined once the renewal for next year has been calculated. This number and how it is divided up is still subject to change.

This year for the budget we opted to initialize it using the 2022 Adopted Budget numbers, this eliminated the extra appropriations associated with prior year carryover encumbrances. Mr. Gorton noted that he hoped this would give everyone a clearer picture of what their actual budgets should be instead of them being artificially higher due to the inclusion of prior year activity. This continues our efforts to try and reduce the amount of unused appropriations in the expense budget. Mr. Gorton continued by saying that over the last few years the General Fund and the County as a whole only used about 90% of appropriations. This makes budgeting difficult when you have \$4 Million in appropriations in the budget and realistically will go unused. Although there are many reasons why this padding of the budget happens, many of which are outside of the departments ability to control, we need to try and do a better job of managing it.



## Geauga County 2023 Tax Budget General Fund Expenses

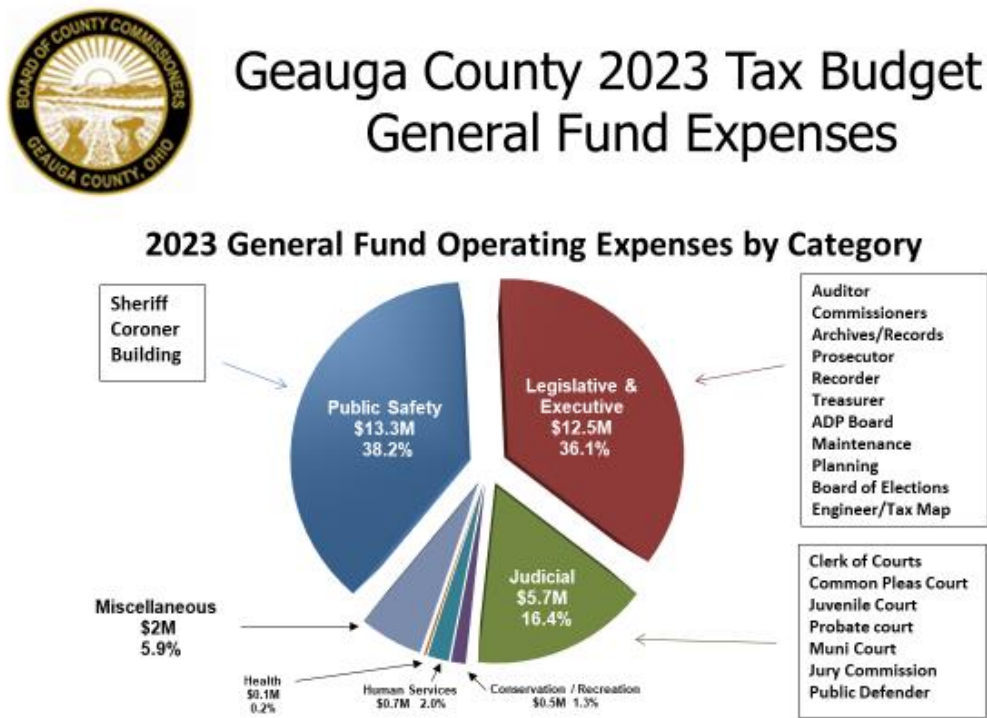


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Mr. Gorton stated that the General Fund expenses are predominately Personnel related, noting that 75% of the expense are related to salaries, benefits and hospitalization. This is up from last year primarily due to the fact that the funding cycle for the new building construction is now closed and those expenses have been reduced making the more fixed personnel costs a larger part of the overall budget. Salaries, Medicare and OPERS increased in the General Fund by a little over \$200,000.00 in the 2023 Tax Budget versus what was approved in the permanent appppropriations for this year. This was due to additional payroll in the Sheriff's Office that is part of their bargaining agreement, the Prosecutor's Office along with a significant increase in ADP Personnel costs as they ramp up that department for all the enhanements to security and our network. Other expenses include legal fees, utilities, fuel, travel, training and advertising.

Mr. Gorton stated that other expenses is dropping by about 12% this year or about \$611,00.00. Contract services includes items like building and grounds maintenance, cleaning and security which is dropping by about \$740,000.00 or about 20% from 2022. Materials and Supplies is also reduced in 2023 by almost \$221,000.00 or 20%. Mr. Gorton stated that the equipment line at 1% of the budget between Other and Materials and Supplies and includes equipment requests from the Auditor (replacement truck for Weights and Measures), Common Pleas Court, Coroner (replacement vehicle), Engineer, Sheriff, Maintenance and Board of Elections.



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This chart shows the split up of the General Fund Spending minus the \$4 M of transfers out. Mr. Gorton explained that you can see that 38.2% of the budget goes to Public Safety, which is the Sheriff, Coroner and Building Department, 36.1% goes to Legislative and Executive which is the Other Elected Officials including Auditor, Treasurer, Prosecutor, Commissioners, Recorder as well as the Board of Elections, ADP Board, Planning and Maintenance. Mr. Gorton added that Judicial makes up almost 16.4% of the budget and includes the Courts and the Public Defender. Mr. Gorton stated that as you can see the remaining categories are small, that the Conservation and Recreation is OSU Extension and Soil and Water which is 1.3% of the budget. Human Services is the Veterans Service Commission which is 2% of the budget. Mr. Gorton continued by stating that Health is the Bureau of Children with Medical Handicaps requirement that the County fund .1 mill to treat handicapped children in the County.

Mr. Gorton stated that major miscellaneous items include the following, the Portage / Geauga Joint Juvenile Detention Center with \$463,000.00, Youth Center funding with \$416,000.00, the Annual Insurance liability at \$375,000.00, Postage at \$180,000.00, Legal fees including Appointed Counsel at \$170,000.00 and Court of Appeals at \$60,000.00.



## Geauga County 2023 Tax Budget General Fund Expenses

General Fund Operating Expenses (Net of Transfers Out)		
\$'s in Millions		
Category	2022	2023
Public Safety	\$13.9	\$13.3
Legislative & Executive	\$13.2	\$12.5
Judicial	\$6.0	\$5.7
Conservation / Recreation	\$0.5	\$0.5
Human Services	\$0.7	\$0.7
Health	\$0.1	\$0.1
Miscellaneous	\$2.3	\$2.0
Total	\$36.8	\$34.8

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Mr. Gorton briefly explained that this was another example of the breakdown.



## Geauga County 2023 Tax Budget Fund Balances and Purpose

\$2.2M – Department on Aging – Levy funding. Has to be used for senior services. Aging will be transferring funds to help build a new Chardon Senior Center.

\$1.0M – Senior Center Construction Fund – Money from sale of current Senior Center. Will be used in conjunction with funds from the department to build new. Currently in architectural phase.

\$9.1M – American Rescue Plan Fund – First \$10M was taken as a standard allowance for lost revenue. Will be used in a variety of upcoming projects.

\$2.4M – County Facility Bond Retirement – Saving for future debt payments or potentially paying the debt down and refinancing at one of the call periods.

\$4.5M – Building Improvement Fund – Will be used to improve County buildings on Chardon Square. Currently in architectural phase.

\$3.2M – Capital Reserve Funds Phases 1 & 2 – Phase 1 nearly done. Money will be transitioned to Phase 2 which is currently in the architectural phase.

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Mr. Gorton briefly explained the purpose of the Tax Budget fund balances shown above.



## Geauga County 2023 Tax Budget Future Planning

- Maintaining effective and efficient services for County residents while modernizing and securing our facilities
- Remaining watchful over the resources provided to us
- Looking to maximize every opportunity granted to us at the Local, State and Federal levels in order to realize our long range plans and convert them into short term goals.

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Geauga County 2023 Tax Budget  
Questions

Thank you for your attention

## Questions ?

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*Gail Roussey asked the presentation would be available. Being no further questions or comments, the Public Hearing was closed at 10:30 a.m.*

**PUBLIC DEFENDER – EXECUTIVE SESSION**

*Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to move into Executive Session for the purpose of discussing the compensation and employment of a public employee.*

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

*The Board moved into Executive Session at 10:31 a.m. with Mr. Morgan and Public Defender Robert Umholtz. The Board returned at 10:43 a.m. and no action was taken.*

**COMMISSIONERS' OFFICE – USE OF ARPA FUNDS FOR FIRST RESPONDERS**

*Commissioner Dvorak asked about using HUB funds for recognition for first responders through Job and Family Services, pending approval for use by the Prosecutor's office.*

*Motion: by Commissioner Dvorak, seconded by Commissioner Lennon to approve the use of ARPA funds of \$1,000.00 to HUB for first responders, pending approval from the Prosecutor's Office.*

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

**COMMISSIONERS' OFFICE – RESOLUTION TO CONDUCT MEETINGS**

*Mr. Morgan asked the Board to approve a resolution to conduct meetings at the new offices at 12611 Ravenwood Drive.*

*Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute Resolution #22-122 to Conduct Meetings of the Board of Commissioners at the Office of the Board at 470 Center Street, Building #4, Chardon or at the Geauga County Office Building, 12611 Ravenwood Drive, Claridon Township, Ohio.*

*Board of County Commissioners, Geauga County, Ohio*

*Date: June 28, 2022*  
*Resolution: #22-122*

**RESOLUTION TO CONDUCT MEETINGS OF THE BOARD OF COMMISSIONERS AT THE  
OFFICE OF THE BOARD AT 470 CENTER ST., BUILDING # 4, CHARDON OR AT THE  
GEAUGA COUNTY OFFICE BUILDING, 12611 RAVENWOOD DRIVE,  
CLARIDON TOWNSHIP, OHIO**

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*WHEREAS, it is the intent of the Board to increase public awareness and access to the meetings of the Board of County Commissioners for all citizens of Geauga County; and*

*WHEREAS, it is the desire of the Board of Commissioners to conduct meetings of the Board either at the office of the Board at 470 Center Street, Building # 4 in Chardon, Ohio or in Room # B303 on the third floor of the Geauga County Office Building, 12611 Ravenwood Drive in Claridon Township; and*

*NOW, THEREFORE, BE IT RESOLVED, that at this time the Board of County Commissioners will hold its meetings at Room # B303 on the third floor of the Geauga County Office Building, 12611 Ravenwood Drive in Claridon Township, Ohio.*

*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 Spidalieri	Absent
	Commissioner Lennon	Aye
	Commissioner Dvorak	Aye

**PUBLIC COMMENT**

*Diane Jones inquired about the July 12<sup>th</sup> meeting being a Planning Commission meeting day and if that meeting will be in the same building or at building 8. Clerk, Christine Blair explained that she would need to speak with Ms. Crombie on the location of their meeting.*

*Resident Mike Beharry inquired about the \$8,000.00 reimbursement for the tie in service connections, to which it was noted that it is part of the resolution in item #16.*

*Administrator Adam Litke with the Health Department gave a brief update on things they are working on the O & M program, that they are looking to hire some vacant positions. Mr. Litke talked about their process for moving in to the new building.*

**OTHER**

*The Board reviewed upcoming events.*

**MEETINGS**

*Tue., 6/28    Geauga Trumbull Solid Waste Management District, Board of Directors Meeting, 1:00 p.m. Warren, District Office*

*Thu., 6/30    Portage Geauga Juvenile Detention Center Board of Directors meeting and Public Hearing on Tax Budget for 2023, 10:30 a.m. Portage County*

***Mon., 7/4    Geauga County Offices will be Closed in observance of the Independence Day Holiday. Twenty-four-hour operations will continue as normal***

***Thu., 7/7    The regular Commissioners' meeting scheduled for today has been cancelled***

*Tue., 7/12    Planning Commission, 7:30 a.m. 470 Center Street, Building 8 meeting room, Chardon*

*Tue., 7/12    The Commissioners' will hold regular session at 9:30 a.m. (tentative - held in the new building)*

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

*Motion:*            *by Commissioner Lennon, seconded by Commissioner Dvorak to adjourn the meeting at 10:51 a.m.*

*Geauga County Board of Commissioners*

\_\_\_\_\_  
*James W. Dvorak*

\_\_\_\_\_  
*Timothy C. Lennon*

\_\_\_\_\_  
*Ralph Spidalieri*

\_\_\_\_\_  
*Christine Blair, Commissioners' Clerk*

**Commissioners' Journal**  
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