

Commissioners' Journal
March 7, 2023

The Geauga County Board of Commissioners met in session on March 7, 2023 at 9:30 a.m. in the Commissioners' Offices located at 12611 Ravenwood Drive, Room B303 in Chardon, Ohio.

It is declared and determined that all formal actions of the Board of County Commissioners concerning and relating to the adoption of all resolutions that were adopted in this meeting, and that all deliberations of the Board of County Commissioners that resulted in such formal action were open to the public and were in compliance with all legal requirements, including section 121.22 of the Ohio Revised Code.

The President of the Board, Ralph Spidalieri opened the meeting at 9:35 a.m. by leading the Board and audience in reciting the Pledge of Allegiance.

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 March 3, 2023 that included for Maintenance to approve hiring Tyler Wilkenson to the position of Full-time Senior Trades Mechanic (#1905) to be effective March 20, 2023 at the rate of \$18.13 per hour (Grade 7, Step 3) with a one-year probationary period. This offer of employment is contingent upon the successful completion of the required pre-employment conditions and on March 6, 2023 for Job and Family Services to acknowledge the following new hire appointment, as the Director of Job and Family Services complied with the Board of Commissioners' recruitment and hiring procedures for: Marleen DeMarco, Clerical Specialist III (replacement), effective January 31, 2023 and for Water Resources approved and executed the service Contract Agreement with Yarnell Tree Company to perform Tree Maintenance as needed at various locations within the department for the period of one-year effective March 6, 2023 in an amount not to exceed \$1,500.00; as authorized by Resolution #23-003 under the direction and supervision of the County Commissioners that was approved January 5, 2023 pursuant to O.R.C. 305.30.

MINUTES

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute the minutes for the meeting of January 24, 2023.

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

APPROVE FINANCIALS

Mr. Gorton explained the financials for today as including Supplemental Appropriations in the Commissioners Capital Reserve Fund (2019) to cover any change orders this year, Cash transfers from Water Resources from the Bainbridge Water, Thompson Wastewater Treatment Plant and Parkman Revenue Bond to move the remaining seed money in the various project funds back to their sources or to debt retirement, Cash transfers from the General Fund to Community Development for their first quarter 2023 operational funding commitment and their fourth quarter 2022 payroll funding reimbursement, Then and Now's from the Commissioners Office to Ibold and Obrien and Raymond Joseph Coatoam for appointed counsel fees from 2020 and 2021 that were not previously encumbered, Travel requests for Job and Family Services, Probate Court, Public Defender's Office and Treasurer's Office, a payment for the County Engineer's Office to Grade Line, Incorporated for the replacement of Rolling Brook Drive bridge in the amount of \$158,959.00, a payment for Job and Family Services to Junction Buick GMC Incorporated for a new 2023 GMC Terrain AWD replacement vehicle in the amount of \$31,999.00 and a Revenue Certification for the Common Pleas Court Technology Fund for additional revenue to be received this year.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute Resolution #23-038 itemizing the financials for the meeting of March 7, 2023.

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

COUNTY ENGINEER'S OFFICE – OHIO DEPARTMENT OF TRANSPORTATION, OFFICE OF TECHNICAL SERVICES 2022 COUNTY HIGHWAY SYSTEM MILEAGE CERTIFICATION
Deputy Engineer Andy Haupt asked the Board to approve the certification of county highway mileage for ODOT for 234.757 miles of road, which is the same as the previous years.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute the Ohio Department of Transportation, Office of Technical Services 2022 County Highway System Mileage Certification for 234.757 miles of public roads.

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

PLANNING COMMISSION – RESOLUTION TO SUSPEND ENFORCEMENT OF LOT EVALUATION REQUIREMENT FOR LARGE LOTS, MORE THAN FIVE ACRES UP TO TWENTY ACRES AS REGULATED IN SECTION 305 (D) OF SUBDIVISION REGULATIONS FOR HOUSEHOLD SEWAGE DISPOSAL SYSTEMS

Director Linda Crombie asked the Board to approve a resolution to suspend enforcement of the lot evaluation requirement for large lots of five acres to twenty acres as regulated in section 305 (D) of the subdivision regulations. Ms. Crombie explained that in late 2022 she presented some potential changes to the subdivision regulations and that process is going to take up to a year, however there was a lot of discussion between staff, the Health department, surveyors, property owners and realtors about lot evaluations for large lots, adding that anytime someone wants to do a lot split property, they have to obtain a lot evaluation approval from the health department that says yes you can put a septic system on the property. In that those are almost never denied, we are asking the Board to approve a suspension of that approval until the subdivision regulations can be redlined. Ms. Crombie noted that there are a lot of types of septic systems that are available to residents and the lot evaluation is only valid for five years. It is of course buyer beware, as a purchaser you need to know what you are buying. Ms. Crombie stated that the Health Department did pass a resolution at that their January meeting rescinding the requirement for a lot evaluation over five acres, noting a technicality on the five acres as to what is considered over five acres. Ms. Crombie asked the Board to approve the resolution to suspend for household sewage, that it does not pertain to commercial. Mr. Dvorak asked Administrator Adam Litke if he wanted to add anything on behalf of the Health Department, to which he expressed that while it's always buyer beware, but removes unnecessary fees on the homeowner.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute Resolution #23-039 To Suspend Enforcement of the Lot Evaluation Requirement for Large Lots, more than five (5) acres and up to twenty (20) acres, as regulated in Section 305(D) of the Subdivision Regulations for Household Sewage Disposal Systems.

Board of County Commissioners, Geauga County, Ohio

Date: March 7, 2023
Resolution: #23-039

RESOLUTION TO SUSPEND ENFORCEMENT OF THE LOT EVALUATION REQUIREMENT FOR LARGE LOTS, MORE THAN FIVE (5) ACRES AND UP TO TWENTY (20) ACRES, AS REGULATED IN SECTION 305(D) OF THE SUBDIVISION REGULATIONS FOR HOUSEHOLD SEWAGE DISPOSAL SYSTEMS

WHEREAS, the Geauga County Planning Commission and Board of County Commissioners amended the Subdivision Regulations of Geauga County ("Regulations"), effective September 30, 2005, to allow for review of new lots containing more than five (5) acres and up to and including twenty (20) acres, known as Large Lot Subdivisions, as defined in Article II of said Regulations; and

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WHEREAS, the Planning Commission and Geauga Public Health have determined review of Large Lots as it relates to approval of a household sewage disposal system is no longer necessary for several factors, including the various household sewage disposal system options available through the Ohio Department of Health (O.A.C 3701-29); and

WHEREAS, the Board of County Commissioners acknowledges Resolution #2023-2, attached hereto and marked as "Exhibit A" passed by the Geauga County Board of Health on January 25, 2023 as it relates to the Planning Commission's enforcement of Large Lots; and

WHEREAS, at its regularly scheduled February 14, 2023, meeting the Planning Commission voted to request the Board of County Commissioners suspend enforcement of the lot evaluation requirement for Large Lots only.

NOW THEREFORE BE IT RESOLVED, effective immediately, the Board of County Commissioners hereby suspends enforcement of the lot evaluation requirement for Large Lots only, more than five (5) acres and up to and including twenty (20) acres, as regulated in Section 305(D) of the Subdivision Regulations until such time the Regulations can be formally amended.

BE IT FURTHER RESOLVED that passage of this resolution does not guarantee approval of a household sewage disposal system by Geauga Public Health, and any owner or prospective buyer may choose to perform a lot evaluation of a proposed Large Lot.

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

ARCHIVES AND RECORDS CENTER (COMMISSIONERS' OFFICE) - APPROVE THE CREATION, TITLE AND JOB DESCRIPTION FOR POSITION OF SENIOR ARCHIVES AND RECORDS CLERK (#2613) – APPROVE REVISED JOB DESCRIPTION FOR POSITION OF ARCHIVES AND RECORDS CLERK (#2607) AND APPROVE REVISED ORGANIZATIONAL CHART – GRANT PERMISSION TO ADVERTISE FOR POSITION OF SENIOR ARCHIVES AND RECORDS CLERK – INTERNALLY FOR A PERIOD OF FIVE DAYS

Temporary Director Linda Burhenne explained that in the first two weeks she has been here she has been having discussions with Departments and Elected officials on where we are and where we need to be. Ms. Burhenne explained that in knowing what is coming within the department, she is looking at these actions as part of a succession plan. It was made clear that one courier run is not adequate for this new building, so they are going to be adding a second run. Ms. Burhenne explained that she would like to make changes to the current staff and add a new person to handle the courier runs. Ms. Burhenne has each staff member writing a manual on the process of their job and is doing cross training within the department.

There was a brief discussion about the materials and requirements of items sent to archives and what is responsible for what, and it included that if the items are managed correctly there is enough room going forward, and they should have enough shelving space. Discussion continued about shredding and scanning of the documents.

Motion: by Commissioner Spidalieri, seconded by Commissioner Lennon to approve the creation, title and job description for the position of Senior Archives and Records Clerk (#2613) to be effective March 7, 2023.

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

Motion: by Commissioner Spidalieri, seconded by Commissioner Lennon to approve the revised job description for the position of Archives and Records Clerk (#2607) to be effective March 7, 2023.

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

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Motion: by Commissioner Spidalieri, seconded by Commissioner Lennon to approve the revised Organizational Chart to include the position of Senior Archives and Records Clerk (#2613) to be effective March 7, 2023.

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

Motion: by Commissioner Spidalieri, seconded by Commissioner Lennon to grant permission to advertise for the position of Senior Archives and Records Clerk (#2613) internally for a period of five days, with applications accepted from March 13, 2023 through 4:30 p.m. on March 17, 2023.

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

MAINTENANCE – ACKNOWLEDGE AND ACCEPT CONTINUATION CERTIFICATE OF PERFORMANCE BOND – MCCASKEY LANDSCAPE AND DESIGN, LLC – 2022-2024 SNOWPLOWING – SALT/CINDERING OF SITE GROUP #2

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to acknowledge and accept the Continuation Certificate of Performance Bond for McCaskey Landscape and Design, LLC for the 2022-2024 Snowplowing and Salt/Cindering of County Owned Site Group #2 for the period March 31, 2023 through March 31, 2024.

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

TRANSIT – INTERAGENCY TRANSIT SERVICE AGREEMENT - LAKETRAN

Director JoAnna Santilli asked the Board to approve the Interagency Service Agreement with Laketrans to fully be effective July 1st which allows them time to work on the transfer of agency systems. Mr. Lennon expressed that he felt this was good opportunity, while it is a big step, it's a step to move forward. This will allow additional grant funding to be received and allow for additional services for the residents. Benjamin Cappelle from Laketrans expressed that it will take a little time to get the funding in place with ODOT but it will give them the ability to look at additional grants that will get them the opportunity to get additional buses.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute the Interagency Transit Service Agreement between Laketrans and the Geauga County Board of Commissioners for Laketrans to administer and provide the operations of shared ride paratransit services and public transportation for Geauga County residents, under the identity of Geauga County Transit to be fully effective July 1, 2023.

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

DEPARTMENT OF WATER RESOURCES – ADVERTISE POSITION – ASSISTANT WATER SUPERVISOR (#2352)

Director Steven Oluic asked the Board to grant permission to advertise for the position of Assistant Water Supervisor (#2352).

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to grant permission to advertise for the position of Full-time Assistant Water Supervisor (#2352). This position will remain posted until filled.

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

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DEPARTMENT OF WATER RESOURCES – ADVERTISE POSITION – DESIGN ENGINEER (#2305)

Dr. Oluic asked the Board to grant permission to advertise for the position of Design Engineer.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to grant permission to advertise for the position of Full-time Design Engineer (#2305). This position will remain posted until filled.

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

COMMISSIONERS' OFFICE – EXECUTE USDA ANNUAL REPORTING REQUIREMENTS, CERTIFIED LIST OF GOVERNING BODY

Dr. Oluic asked the Board to allow the President to execute the USDA Annual Reporting requirement of the certified list of Governing Body.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and authorize the President of the Board to execute the USDA Annual Reporting Requirements, Certified List of Governing Body and Contact Persons Regarding the Facility and Financial Information for Geauga County.

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

BOARD APPOINTMENTS

There was a brief discussion on a recent letter from the Library regarding a board member that was appointed by the Commissioners that recently passed away and we need to fill the remainder of that term. Ms. Blair explained that we reached out to the Director of the Library and asked them to post the notice on their website with applications to be submitted to the Commissioners office. Ms. Blair noted that the Board of Mental Health also the Board positions notice posted on their website with applications being submitted here as well.

ACKNOWLEDGEMENTS

- a) A weekly report filed by the County Dog Warden of all dogs seized, impounded, redeemed or destroyed for the weeks ending February 15, 2023 and February 23 2023 as required by O.R.C. 955.12.*
- b) 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 January 2023 pursuant to ORC 135.35(L).*

OTHER

The Board reviewed upcoming events.

MEETINGS

- Tue., 3/7 Investment Advisory Committee, 9:00 a.m., 12611 Ravenwood Drive, Room B303*
- Fri., 3/10 NOACA Board of Directors, 9:00 a.m. Cleveland*
- Tue., 3/14 Planning Commission, 7:30 a.m., 12611 Ravenwood Drive, Room A334, 3rd Floor Conference*
- Tue., 3/14 The Commissioners will hold regular session at 9:30 a.m.*
- Tue., 3/14 ADP Meeting, 10:00 a.m. Auditor's Office*
- Wed., 3/15 Health District Advisory (HDAC) Meeting, 7:00 p.m. Third Floor – Large Conference Rooms A333-334*
- Mon., 3/20 Board of Revision, 9:00 a.m. Auditor's Office*

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Tue., 3/21 The Commissioners will hold regular session at 9:30 a.m.

BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD

Motion: by Commissioner Dvorak, seconded by Commissioner Lennon to adjourn the meeting at 10:08 a.m.

Geauga County Board of Commissioners

Ralph Spidalieri

James W. Dvorak

Timothy C. Lennon

Christine Blair, Commissioners' Clerk

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