

Commissioners' Journal
December 5, 2023

The Geauga County Board of Commissioners met in session on December 5, 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 9:38 a.m. by leading the Board and audience in reciting the Pledge of Allegiance.

Commissioner Dvorak read the following prayer:

Heavenly Father,

This Thursday, December 7th, it will be 82 years since Pearl Harbor.

At 7:48 a.m. on a Sunday morning we were attacked...

Let us remember a time of great evil in the world. We also remember those who stood their ground. Those who fought on all battle fronts to ensure that evil would not prevail.

We thank you that in the hour of need, you gave men and women strength and the resolve to stand – whatever the cost!

May those brave souls who remain here with us in mind and in spirit, may we thank them for their bravery and sacrifice.

Amen

COMMISSIONERS OFFICE - COUNTY ADMINISTRATOR'S REPORT

County Administrator Gerard Morgan reported on the items approved by the County Administrator on November 29, 2023 for the Department of Water Resources accepted the resignation of Benjamin Webster, Full-time Maintenance Worker (#2330) to be effective December 1, 2023 and Granted permission to advertise for the position of Full-time Maintenance Worker (#2330) at McFarland Wastewater Treatment Plant. This position will remain posted until filled and on December 4, 2023 for Job and Family Services acknowledged the following new hire appointment, as the Executive Director complied with the Board of Commissioners' recruitment and hiring procedures for: John Roberts, Social Services Worker II (replacement) effective November 27, 2023; 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.

FINANCIALS

County Administrator Gerard Morgan reported on financials from November 30, 2023 Resolution #23-197 that included a Revenue Certification from the Common Pleas Court in their Pre-Trial Release Supervision fund for additional unbudgeted revenue received in 2023; as approved by the County Administrator pursuant to Resolution #23-003 approved January 5, 2023 to authorize the County Administrator to execute, in the case of a lack of quorum of Commissioners and / or if session is cancelled on a regular financial day or on a day when financials need to be approved, the required approvals for county financials on behalf of the Board during the Year 2023, as authorized by O.R.C. 305.30.

MEETING MINUTES

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute the minutes for the meeting of October 31, 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>

COMMISSIONERS' OFFICE – CONTRACT AGREEMENT – W.B. MASON

Budget and Finance Manager Adrian Gorton asked the Board to approve and execute the contract with W.B. Mason for furniture for the ADP Office rework.

Commissioners' Journal
December 5, 2023

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute the Contract Agreement with W.B. Mason to provide office furniture, hardware and installation services for a period of three (3) months effective December 5, 2023, in an amount not to exceed \$21,315.39.

<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 Appropriations transfer and Supplemental Appropriations to prepare for cash transfer from the General Fund to the Capital Reserve Fund Phase 2, Cash transfer from the General Fund to County Facility Bond Retirement fund for the rest of the money needed to pay the principal and interest payment for next year, Then and Now from Job and Family Services to Cristen Cain for the payment of Training Stipends that were not previously encumbered, a payment for the Commissioners' Office to ThenDesign Architecture LTD for services related to the design of the Courthouse Expansion Project in the amount of \$227,814.44, a payment for Community Development to Driverge Vehicle Innovations, LLC for the paratransit van for the Department on Aging Block Grant Project in the amount of \$66,000.00 and a Revenue De-Certification from Water Resources in their Water Resources Operating Fund to true up the revenue accounts for what was actually received in 2023.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute Resolution #23-198 itemizing the financials for the meeting of December 5, 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>

COMMISSIONERS' OFFICE – UPDATED ACCOUNTING FORMS AUTHORIZATION FORM AND PAYROLL AUTHORIZATION FORM – DEPARTMENT ON AGING

Mr. Gorton asked the Board to approve the revised accounting and payroll authorization forms for Department on Aging.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and authorize the President of the Board to execute the updated Accounting Forms Authorization Form and Payroll Authorization Form for the Department on Aging.

<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>

DEPARTMENT OF DEVELOPMENT (COMMUNITY & ECONOMIC) – MEMORANDUM OF UNDERSTANDING – 7145 PINE LLC REGARDING FY2023-2025 ROUND OF STATE OF OHIO BROWNFIELD REMEDIATION AND DEVELOPMENT GRANTS

Director Gina Hofstetter asked the Board to approve the Memorandum of Understanding for the State of Ohio Brownfield Remediation and Development Grant application for the Snavelly Properties. This is located at 7145 Pine and is on the Bainbridge Township side. The funds come through the Ohio Department of Development and each county is allocated up to \$1 million but are under the deadline of 10:00 a.m. today. Ms. Hofstetter noted that there are several letters of support for the project, including Matt Dolan, Bainbridge Township Trustees and our letter would be via the Memorandum of Understanding. Ms. Hofstetter presented a map of the area, it's twelve acres, over five parcels of land, currently their headquarters is there, the property is zoned commercial and light industrial; the project must create jobs and is a reimbursable grant. Mr. Dvorak expressed that anytime you can use funds to clean up sites are very important. Ms. Hofstetter noted that when she first started there wasn't any interest, this round was a short window of time around the holiday, but they did reach out to communities to rule out any other interest. Ms. Hofstetter noted that the project looks to be about a \$3 million dollar project and they do have to have some stake in the game, adding that there is a twenty-five percent match on the project. Mr. Lennon inquired about the project to which Ms. Hofstetter

**Commissioners' Journal
December 5, 2023**

stated that primarily the clean-up is lead, noting that there was a shooting range back in the day and after that a forging and metal fabrication company. It has quite a history, but primarily it's lead.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and authorize the President of the Board to execute the Memorandum of Understanding between the Geauga County Board of Commissioners and 7145 Pine LLC regarding the FY2023-2025 Round of State of Ohio Brownfield Remediation and Development Grants.

<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>

STATUTORY GROUP MEETING - PURSUANT TO O.R.C. 153.36

The Statutory Group, consisting of the Commissioners, Sheriff, Judge of the Common Pleas Court, Judge of the Probate Court and Clerk of Courts, pursuant to O.R.C. 153.36, will meet at approximately 9:45 a.m. in the Commissioners Meeting Room B303 at 12611 Ravenwood Drive, Chardon, Ohio to review and, if appropriate, approve by a majority of the members of the Statutory Group, the plans, drawings, representations, bills of material, specifications of work and estimates of the cost thereof in detail and in the aggregate, relating to GMP Amendment No. 1 to the contract with Infinity Construction Company, Incorporated.

****The Board moved into the Statutory Group Meeting at 9:52 a.m.***

Mr. Morgan presented documents to all the members of the statutory group (previously provided via email as well) explaining that there were a couple of additional drawings that were not complete at the time of the last statutory group meeting, along with the GMP Amendment #1, and together all this constitutes the plans, drawings, representations, bills of material, specifications of work and estimates of cost in detail and in aggregate.

Mr. Morgan noted that the GMP Amendment #1 is in the total of \$931,002.00 which is in addition to the \$91,000.00 that was previously approved.

It was asked if there were any questions on any of the documents.

As required by O.R.C. 153.36 the following members of the Statutory Group met and approved the Plans, Drawings, Representations, Bills of Material, Specifications of work and estimates of the Cost thereof in Detail and in the Aggregate relating to GMP Amendment No. 1 to the contract with Infinity Construction Company, Incorporated, as required in Sections 153.31 through 153.35 relating to the Proposed Geauga County Courthouse Addition:

<i>Commissioner Timothy C. Lennon</i>	<i>Yes</i>
<i>Commissioner James W. Dvorak</i>	<i>Yes</i>
<i>Commissioner Ralph Spidalieri</i>	<i>Yes</i>
<i>Sheriff Scott Hildenbrand</i>	<i>Yes</i>
<i>Judge Carolyn J. Paschke</i>	<i>Yes</i>

Absent: Clerk of Court Sheila Bevington and Judge Timothy J. Grendell

It was noted that invitations were sent to all the members of the Statutory Group and that Clerk of Courts Sheila Bevington was unable to attend as she is in Columbus, and that the Probate Court is declining to participate as they are not part of the courthouse project.

The Statutory Group was asked to execute the document with their vote.
The Board moved back into their regular meeting at 9:56 a.m.

AUDITOR'S OFFICE – RESOLUTION – AMENDED ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR

Ms. Blair explained that this resolution is required to be done by October 1st, however based on the recent changes that were made to the levies, we need to do an amended resolution to reflect those changes.

Commissioners' Journal
December 5, 2023

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute Resolution #23-199 Amended, Resolution accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor.

Board of County Commissioners, Geauga County, Ohio

Date: December 5, 2023

Resolution: #23-199

AMENDED
Tax Year 2023 (2024 Collection Year)

**¹RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE
BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND
CERTIFYING THEM TO THE COUNTY AUDITOR**

(BOARD OF COUNTY COMMISSIONERS)
Revised Code, Secs.5705.34, 5705.35

The Board of County Commissioners of Geauga County, Ohio, met in regular session on the 5th day of December, 2023 at offices of the Board of County Commissioners, located at 12611 Ravenwood Drive, Room B303, Chardon, Ohio, with the following members present:

Ralph Spidalieri

James W. Dvorak

Timothy C. Lennon

Commissioner Lennon moved the adoption of the following Resolution:

WHEREAS, the Board of County Commissioners in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing on January 1, 2024; and

WHEREAS, The Budget Commission of Geauga County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor for the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within the ten mill tax limitation; and

THEREFORE, BE IT RESOLVED, By the Board of County Commissioners of Geauga County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and

BE IT FURTHER RESOLVED, That there be and is hereby levied on the tax duplicate of said County the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

Commissioners’ Journal
December 5, 2023

SCHEDULE A				
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION, AND COUNTY AUDITORS ESTIMATED TAX RATES				
FUND	Amount to Be Derived from Levies Inside 10 Mill Limitaion	Amount Approved by Budget Commission Outside 10 Mill Limitation	County Auditor's Estimate of Tax Rate to Be Levied	
			Inside 10 Mill Limit	Outside 10 Mill Limit
	Column I	Column II	III	IV
General Fund	\$8,926,641.00		2.50	
Road & Bridge Fund		\$3,512,272.00		2.50
District Board of Health		\$639,708.00		0.20
General Bond Retirement				
Senior Citizens Special		\$3,198,549.00		1.00
Child Welfare Services		\$1,697,189.00		0.52
Mental Health & Clinics		\$3,838,260.00		1.20
Mental Retardation Special		\$13,216,266.00		4.30
Geauga County Public Libra		\$5,894,042.00		2.00
Geauga County Library Bon		\$1,054,041.00		0.32
TOTAL	\$8,926,641.00	\$33,050,327.00	2.50	12.04

Commissioners' Journal
December 5, 2023

SCHEDULE B LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES				
FUND			Maximum Rate Authorized to be Levied	County Auditor's Estimate of Yield of Levy (Carry to Schedule A, Column II)
Road & Bridge	1986	levy authorized by voters on: <u>November 2, 2021</u>	2.50	\$3,512,272.00
	not to exceed 5	years		
Mental Retardation	2004	levy authorized by voters on: <u>November 4, 2008</u>	3.30	\$10,003,899.00
	not to exceed Continuing	years		
Mental Health	2008	levy authorized by voters on: <u>November 7, 2017</u>	0.50	\$1,599,276.00
	not to exceed 5	years		
Health District	2009	levy authorized by voters on: <u>November 6, 2018</u>	0.20	\$639,708.00
	not to exceed 5	years		
Mental Health	2009	levy authorized by voters on: <u>November 5, 2019</u>	0.70	\$2,238,984.00
	not to exceed 5	years		
Senior Citizens	2010	levy authorized by voters on: <u>March 17, 2020</u>	1.00	\$3,198,549.00
	not to exceed 5	years		
Childrens Services	2011	levy authorized by voters on: <u>11/3/2020 Reduced</u>	0.52	\$1,697,189.00
	not to exceed 5	years		
Mental Retardation	2015	levy authorized by voters on: <u>November 5, 2019</u>	1.00	\$3,212,367.00
	not to exceed Continuing	years		
Childrens Services	2015	levy authorized by voters on: <u>3/17/2020 Suspended</u>		
	not to exceed 5	years		
Gauga Library	2007	levy authorized by voters on: <u>November 6, 2007</u>	1.00	\$2,947,021.00
	not to exceed Continuing	years		
Gauga Library	2010	levy authorized by voters on: <u>November 2, 2010</u>	1.00	\$2,947,021.00
	not to exceed Continuing	years		
Gauga Library	2017	levy authorized by voters on: <u>November 7, 2017</u>	0.32	\$1,054,041.00
	not to exceed 30	years		
		levy authorized by voters on: _____		
	not to exceed _____	years		

and be it further RESOLVED That the Clerk of this Board be and is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

Commissioner Dvorak seconded the motion and the roll being called upon its adoption the vote resulted as follows:

<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>

PROSECUTOR'S OFFICE – RE-APPOINT AUDITOR WALDER AND SHERIFF
HILDENBRAND TO THE VOLUNTEER PEACE OFFICERS DEPENDENTS FUND BOARD
Assistant Prosecuting Attorney Kristen Rine sent this request to the office, asking the Board to re-appoint the Auditor and the Sheriff to the Volunteer Peace Officers Dependents Fund Board for a one-year term ending December 31, 2024.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to re-appoint Auditor, Charles Walder to the Volunteer Peace Officers' Dependents Fund Board for the term ending December 31, 2024, pursuant to O.R.C. 143.02.

**Commissioners' Journal
December 5, 2023**

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

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to re-appoint Sheriff, Scott Hildenbrand to the Volunteer Peace Officers' Dependents Fund Board for the term ending December 31, 2024, pursuant to O.R.C. 143.02.

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

COMMISSIONERS' OFFICE – ANTHEM GROUP LIFE / ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE RATE RENEWAL FOR 2024

Human Resources Specialist Kelly Bidlack asked the Board to accept and approve the Anthem Group Life / Accidental Death Rate Renewals that have been in place the last several years with CEBCO.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute the Anthem Group Life / Accidental Death and Dismemberment Insurance Rate Renewal for 2024.

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

COMMISSIONERS' OFFICE – RESOLUTION APPROVING AMERICAN RESCUE PLAN ACT OF 2021 EXPENDITURE – WATER RESOURCES AQUILLA WASTEWATER TREATMENT PLANT UPGRADES

Mr. Morgan asked the Board to approve the resolution regarding ARPA funds for the Aquilla Wastewater Treatment Plant upgrades. Mr. Spidalieri asked for the amount of funds towards the project and it was noted to be \$1million towards the project.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute Resolution #23-200 Approving American Rescue Plan Act of 2021 Expenditure – Water Resources Aquilla Wastewater Treatment Plant Upgrades.

Board of County Commissioners, Geauga County, Ohio

Date: December 5, 2023
Resolution: #23-200

**RESOLUTION APPROVING AMERICAN RESCUE PLAN ACT OF 2021 EXPENDITURE –
WATER RESOURCES AQUILLA WASTEWATER TREATMENT PLANT UPGRADES**

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 County's Aquilla Wastewater Treatment Plant (Aquilla WWTP) was constructed in 1981 to serve the Aquilla Village due to lot size; and

WHEREAS, the County's Aquilla WWTP serves 143 residential properties; and

WHEREAS, the Aquilla WWTP is in need of upgrades including realigning the lagoons and

Commissioners' Journal
December 5, 2023

adding sand filters for better operation and safety of the plant; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners approves the use of ARPA funds for the upgrade of the Aquilla WWTP.

BE IT FURTHER RESOLVED, that the Board of County Commissioners requests the County Auditor to utilize \$1,000,000 from the ARPA fund for payment of construction costs on the Water Resources Aquilla WWTP.

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 Lennon	Aye
	Commissioner Dvorak	Aye
	Commissioner Spidalieri	Aye

**COMMISSIONERS' OFFICE – EXECUTE GMP AMENDMENT (CM AT RISK PROJECT)
STATE OF OHIO STANDARD REQUIREMENTS FOR PUBLIC FACILITY CONSTRUCTION,
GMP AMENDMENT NO. 1 – INFINITY CONSTRUCTION COMPANY, INCORPORATED –
COURTHOUSE EXPANSION PROJECT**

Mr. Morgan explained that following the Statutory Group meeting this morning, he was asking the Board to approve the GMP Amendment #1 for the Courthouse Expansion Project in the amount of \$931,002.00.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute GMP Amendment (CM at Risk Project), State of Ohio Standard Requirements for Public Facility Construction, GMP Amendment No. 1 with Infinity Construction Company, Incorporated for the Geauga County Courthouse Expansion Project in the amount of \$931,002.00.

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

**COMMISSIONERS' OFFICE – ACCEPT ACKNOWLEDGEMENT OF SURETY –
PERFORMANCE AND PAYMENT BONDS – INFINITY CONSTRUCTION COMPANY,
INCORPORATED – COURTHOUSE EXPANSION PROJECT**

Mr. Morgan asked the Board to accept and acknowledge the surety for Infinity construction that includes the GMP Amendment #1 amount for the Courthouse Expansion Project as the Performance Bond.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to accept the Acknowledgement of Surety (CM at Risk) State of Ohio Standard Requirements for Public Facility Construction for the Performance and Payment Bonds for Infinity Construction Company, Incorporated for CM at Risk Project - Courthouse Expansion Project, in the amount of \$1,022,002.00.

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

**COMMISSIONERS' OFFICE – RESOLUTION TO SCHEDULE AND HOLD A SPECIAL
MEETING ON TUESDAY, DECEMBER 12, 2023 AT NOON – GROUNDBREAKING
CEREMONY**

Mr. Morgan asked the Board to execute the Resolution to schedule and hold a special meeting on December 12, 2023 at noon for the Groundbreaking ceremony, as a separate meeting.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute Resolution #23-201 to Schedule and Hold a Special Meeting on Tuesday, December 12, 2023 at 12:00 p.m. (Noon) for a Ground-Breaking Ceremony on the Geauga County Courthouse Expansion Project, located at 100 Short Court Street, on the Northeast Corner of the existing Courthouse, Chardon, Geauga County, Ohio.

Commissioners' Journal
December 5, 2023

Board of County Commissioners, Geauga County, Ohio

Date: December 5, 2023
Resolution: 23-201

RESOLUTION TO SCHEDULE AND HOLD A SPECIAL MEETING OF THE BOARD OF COUNTY COMMISSIONERS FOR A GROUND-BREAKING CEREMONY ON THE GEAUGA COUNTY COURTHOUSE EXPANSION PROJECT

WHEREAS, the Board of County Commissioners wishes to hold a Special Meeting for a Ground-Breaking Ceremony on the Geauga County Courthouse Expansion Project; and

WHEREAS, the Board of County Commissioners desires to hold this Special Meeting at the location of the Geauga County Courthouse Expansion which will be located at 100 Short Court Street, on the Northeast Corner of the existing Courthouse in Chardon, Geauga County, Ohio; and

WHEREAS, it is the intent of the Board to increase public awareness and access to the meetings of the Board of County Commissioners; and

NOW, THEREFORE, BE IT RESOLVED, that the Board will hold a Special Meeting to be held on Tuesday, December 12, 2023 at 12:00 p.m. at the location of the Geauga County Courthouse located at 100 Short Court Street, Northeast Corner of existing Courthouse, Chardon, Geauga County, Ohio, for the purpose of holding a Ground-Breaking Ceremony for the Courthouse Expansion Project; and

BE IT FURTHER RESOLVED, that the Board will provide reasonable public notice, including advance notice to the news media, of the Special Meeting; and

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

COMMISSIONERS' OFFICE – 2024 PERMANENT APPROPRIATION PRESENTATION
Mr. Gorton welcomed everyone to the 2024 Permanent Appropriations presentation:



2024 Permanent Appropriations

December 5, 2023

Gerard Morgan, County Administrator
Adrian Gorton, Budget & Finance Manager



2024 Permanent Appropriations Budget Process

- Budget Commission certifies the revenues expected to be received for the year, along with the unencumbered fund balance identified at the beginning of the year. Together, revenues + beginning balance = Resources
- County Commissioners appropriate funds to county departments. The total amount of the appropriations by fund cannot exceed the certified amount of resources as determined by the Budget Commission.

2

Mr. Gorton explained that in August, following the Tax Budget submission, the Budget Commission certified the 2024 revenues by Fund, adding that appropriations by Fund cannot exceed the certified resources for that fund.



2024 Permanent Appropriations General Fund Certified Resources

Minimum Estimated Carryover Balance	\$7,612,221
2024 Revenues	<u>\$43,550,114</u>
Total Resources	\$51,162,335

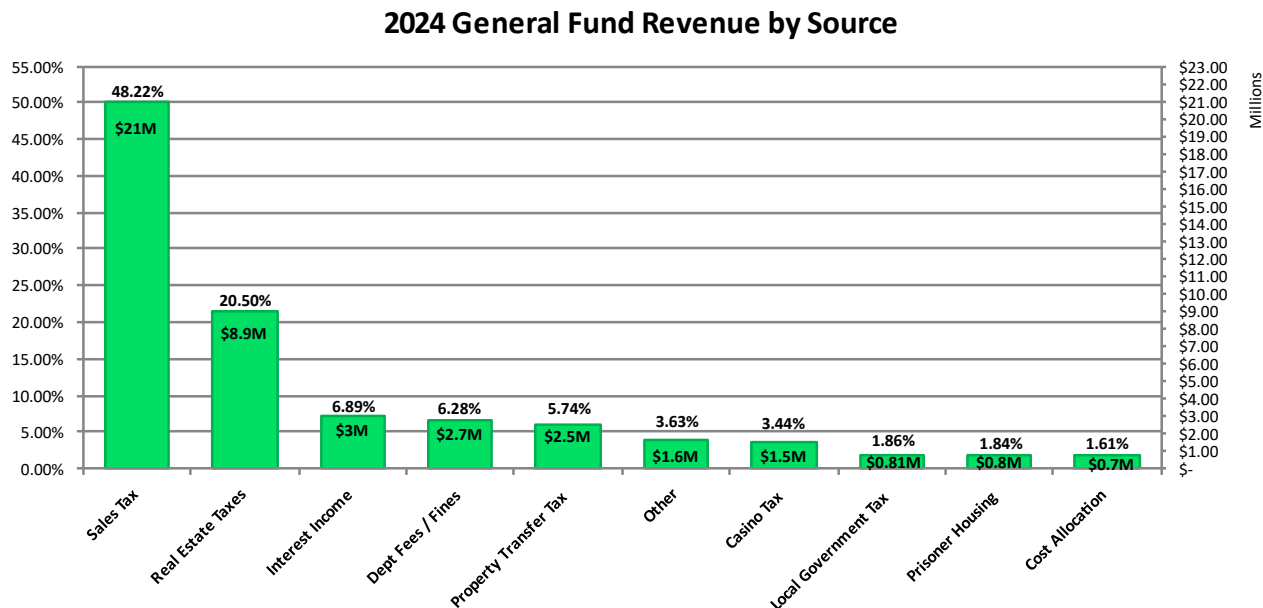
3

Mr. Gorton explained that for the 2024 Permanent Appropriations, the Budget Commission Certified \$51,162,335.00 of resources for the General Fund. The Budget Commission did modify the 2024 revenues by adding \$2,460,000.00 in additional revenues which included \$500,000.00 in the State Casino Tax, \$1,000,000.00 to the County Sales Tax and \$960,000.00 to the interest revenue accounts. I have not seen a modified general certificate of resources yet that includes the extra revenue the Budget Commission has indicated we will be getting due to the increase in property valuation. The County took steps to eliminate the increase by decreasing two Job and Family Services Children Services Levies.



2024 Permanent Appropriations

General Fund Revenue Sources



Mr. Gorton explained that the 2024 General Fund Revenue is estimated at \$43.5 Million. The chart above shows the breakdown of this amount. A majority (\$21 Million, a little over 48%) of the revenue is estimated to come from Sales Tax. This is the 1% county portion of the 6.75% sales tax paid in Geauga County. The State of Ohio charges 5.75%, the average rate in the State of Ohio is 7.22%. Ohio law allows counties to option up to 2.25%. Just under a quarter (\$8.9 Million, about 20.5%) of the revenue is coming from the 2.5 mills county general fund portion of the real estate taxes paid. I kept this the same as the tax budget even though housing values went up because the county offset the inside millage with cuts to the JFS levies. Interest income was increased to \$3 million for 2024. Department fees / fines are estimated at about 6.28% or \$2.7 Million for 2024. Included in these fees are those charged by the Auditor, Building Department, Courts, Recorder, Treasurer and Board of Elections for the services they provide to the residents. Property Transfer Tax is 5.74% or \$2.5 Million, these are the fees paid when a property transfers to a new owner. In the other slot, it shows \$1.6 Million or 3.63% of the revenue budgeted for next year, this includes several things, like rents, gas well proceeds, insurance and other reimbursements, miscellaneous grants and county auction proceeds.

Mr. Gorton continued by saying that the Casino Tax is the tax on the gross earnings of a casino, 51% of the casino tax is set aside for counties, and the amount received is allocated to the counties based on the population, for 2024 we estimate that amount to be around \$1.5 Million. Mr. Gorton explained that Local Government Tax is a revenue sharing tax that comes back to the counties from the State. Prisoner Housing is the revenue generated from housing inmates at the county jail from other areas, this has decreased quite a bit over the last couple of years, however the amount we are estimating for 2024 is \$800,000.00. The Cost Allocation is the chargeback to county departments outside of the General Fund for services provided by the General Fund.

Mr. Gorton wanted to note that the interest income is coming back recently and did put an increase in the amount of interest for next year.



2024 Permanent Appropriations

Total Appropriations, All Funds \$141,010,679
Total Appropriations, General Fund \$43,702,856
General Fund Line Item Requests \$44,862,143

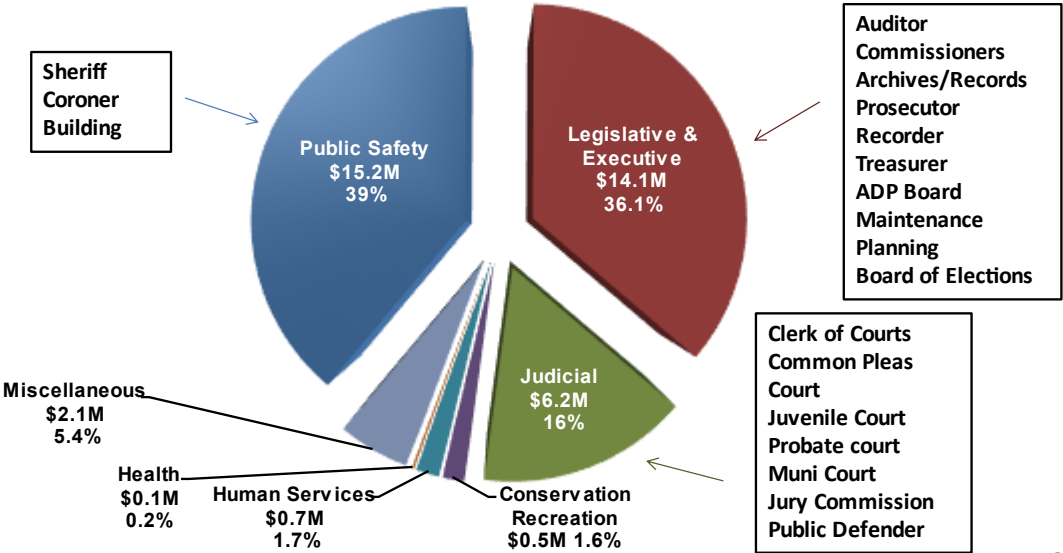
5

Mr. Gorton explained that the total tax budget for 2024 is \$141 Million, this includes the General Fund amount of \$43.7 Million, Special Revenue of \$75.3 Million, Debt Service at \$3.1 Million, Capital Projects at \$4.8 Million, Enterprise Funds of \$10.5 Million, Fiduciary Funds of \$2.6 Million and Internal Service Funds at \$1 Million. The General Fund Permanent Appropriations are submitted at \$43.7 Million, adding that the Juvenile / Probate Court did not submit a tax budget request by a budget was received in late October and was entered into the budget system. The requests received from the departments were a little over \$44.8 Million. The largest items waiting for funding include \$50,000.00 for Juvenile / Probate request for Community Outreach, \$500,000.00 for Commissioners Emergency and Operating Transfers, \$105,000.00 for Board of Elections for equipment that includes a new vehicle and mail extractor and \$500,000.00 for Maintenance for equipment that includes vehicles, tractors, mowers, etc.



2024 Permanent Appropriations

2024 General Fund Operating Expenses by Category



6

Commissioners' Journal
December 5, 2023

Mr. Gorton explained that this pie chart shows the 2024 General Fund operating expenses by category, the numbers shown here are the net of the Commissioners' transfer out accounts which total just about \$4.6 Million that support various departments outside of the General Fund including 9-1-1, 800 Communications, Court Technology, Debt Service, Capital Transfers, Grant Matches, etc. The chart shows the split of the General Fund Spending less operating transfers out, adding that 39% of the budget goes to Public Safety, which is the Sheriff, Coroner and Building Department, 36.1% of the budget goes to Legislative and Executive, which is the other Elected Officials including Auditor, Treasurer, Prosecutor, Commissioners, Recorder as well as Board of Election, ADP, Planning and Maintenance. Judicial makes up almost 16% of the budget and includes the Courts and Public Defender. The remaining categories are small, including Conservation and Recreation, which is the OSU Extension and Soil and Water which is about 1.5 % of the budget, Human Services which is the Veterans' Service Commission at 1.7% of the budget, Health is the Bureau for Children with Medical Handicaps requirement that the county fund is .1 mill to treat handicapped children in the county. Major Miscellaneous items include the following: Portage / Geauga Joint Juvenile Detention Center for \$463,000.00, Youth Center Funding for \$416,000.00, Annual Insurance Liability for \$425,000.00, Postage for \$200,000.00, Legal Fees including Appointed Counsel for \$165,000.00, and Court of Appeals for \$60,000.00.



2024 Permanent Appropriations
Supplemental Appropriation Process
February, 2024

Description	Estimated Amount
Estimated 1/1/24 Cash Balance	\$10,000,000
Reduce for Carryover Encumbrances	<u>(\$2,000,000)</u>
Net Resources Available as Certified by Budget Commission 1/2024	\$8,000,000
Plus Certified Revenue for 2024	\$43,550,114
Less 2024 Appropriations	<u>(\$43,702,856)</u>
Actual General Fund Unappropriated Balance	\$7,847,258
Pending General Fund Requests	<u>(\$1,159,287)</u>
Estimated Unappropriated General Fund Balance remaining 12/2024	\$6,687,971

Currently we are estimating that the cash balance on January 1st will be \$10 million dollars. At this point this is a bit of a shot in the dark due to us starting the Courthouse expansion project and some of the funding still being determined. I do not have a good estimate yet as to how much General Fund money might be required in order to close the gaps in our funding. We are estimating our carryover encumbrances at around \$2 million, leaving an \$8 million unencumbered balance. The certified revenue for 2024 is \$43.5 Million less appropriations of \$43.7 million leaving \$7.8 million for unfunded requests. The Commissioners will evaluate current and future projects in order to determine the best use for the remaining unappropriated balance.



2024 Permanent Appropriations Pending Requests for Funding

Department	Requests
Commissioners	\$500,000
Elections	\$105,000
Juvenile/Probate	\$50,000
Maintenance	\$504,287
Total Requests	\$1,159,287

8

The pending requests above are all from the General Fund once the actual amounts are known after the start of the new year these requests will be evaluated and considered for funding.



2024 Permanent Appropriations General Fund Debt

- General Fund will continue to try and complete the various projects that we have without the issuance of any additional debt.

9

Mr. Gorton noted that we are in the process of setting aside the necessary funds to complete the expansion of the County Courthouse.



2024 Permanent Appropriations Future Items

- Inside millage increase offset by reductions to JFS levies
- Assessment and rehabilitation of some old buildings
- Sale of old buildings and property

10



2024 Permanent Appropriations

Questions ?

11

Gail Roussey for the League of Women Voters asked about the emergency funding, to which Mr. Gorton explained that the Commissioners can set aside funding into the Contingency based on the General Fund amounts, there is also an operating out fund account that gets used primarily for reimbursements to other departments, using payroll or equipment as examples, but those departments are outside the general fund.

Mr. Gorton thanked everyone for their assistance in getting to this point.

COMMISSIONERS' OFFICE – RESOLUTION FOR (PERMANENT) ANNUAL APPROPRIATION - YEAR 2024

Ms. Blair asked the Board to approve the resolution for the 2024 Permanent Annual Appropriation.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute Resolution #23-202 for the (Permanent) Annual Appropriation, in accordance with O.R.C. 5705.38 and 5705.40, for the Year 2024.

Commissioners' Journal
December 5, 2023

Board of County Commissioners, Geauga County, Ohio

Date: December 5, 2023

Resolution: #23-202

GEAUGA COUNTY BOARD OF COMMISSIONERS
(PERMANENT) ANNUAL APPROPRIATION RESOLUTION
IN ACCORDANCE WITH O.R.C. SECTIONS 5705.38, and 5705.40

The Board of County Commissioners of Geauga County, Ohio met in regular session on the 5th day of December 2023 at the office of the Board of County Commissioners with the following members present:

Ralph Spidalieri James W. Dvorak Timothy C. Lennon

Commissioner Lennon presented the following resolution and moved the adoption, which motion was duly seconded by Commissioner Dvorak:

BE IT RESOLVED, by the Board of County Commissioners of Geauga County, Ohio, that to provide for the current expenses and other expenditures of said County, during the fiscal year ending December 31, 2024, the following sums be and the same hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said fiscal year, as follows, viz:

NOW, THEREFORE BE IT RESOLVED that this resolution become part of the permanent record of the Board of County Commissioners of Geauga County, Ohio.

<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>

***A complete copy of the Appropriation will follow this set of minutes ***

COMMISSIONERS' OFFICE – RESOLUTION AUTHORIZING AN INCREASE TO THE MAXIMUM LIMIT FOR BLANKET PURCHASE ORDERS FROM \$25,000.00 TO \$50,000.00

Mr. Gorton explained that at the beginning of October the bid threshold was increased from \$50,000.00 to \$75,000.00 and there has been some difficulty with departments covering expenses due to requirement of only 1 blanket being allowed for a particular expense item. The blanket purchase limit has been set at \$25,000.00 since 2013 when we had requested it to be increased at that time. We are asking the Board to allow for an increase in the blanket purchase amount from \$25,000.00 to \$50,000.00. A blanket cannot be increased but you can use it pay multiple vendors. This allows for proper amounts to be set aside, but doesn't change the need for getting multiple quotes.

Mr. Lennon expressed that he wasn't overly thrilled with the threshold being increased because he feels it can cause usual vendors to get repeat projects, that getting bids gives the competitive advantage for pricing. Mr. Gorton asked the Board to consider the increase for the blanket limit, it allows departments the opportunity to utilize the larger amounts when we are starting to open the encumbrances for next year.

Sheriff Scott Hildenbrand expressed that the limit of \$50,000.00 causes issues for them at the Safety Center in regard to fuel and purchasing food or the inmates, and then they are being forced to go out for bid for food products. Mr. Lennon used fuel as an example that he thought when he started, we had a central fuel service, adding copiers as another example. Mr. Gorton noted that we often use state bid pricing, however, there comes the requirement of fuel tanks versus using fuel cards that they can use wherever they need it within the county.

Clerk Christine Blair added that when the threshold was increased there were parameters in there that stops them from breaking up the project to avoid the bidding process, along with annual increase of three percent in 2025 and then annually, but also increased the ten percent limit to up to twenty percent allowance. This in some ways is a cost savings you are not forced to reject a low bid that may be just over the ten percent. Ms. Blair expressed that in the bids that have come in since the change, the numbers have been coming in a little higher, however if we

Commissioners' Journal
December 5, 2023

had to reject those bids, the rebid would be even higher. Ms. Blair expressed that she is curious to see the changes with a full bid cycle, adding that you are not required to accept up to twenty percent, it just gives you the allowance.

Sheriff Hildenbrand stated that they don't have contract, the food is purchased and cooked in the safety center, which is how they can provide meals at such a lower cost.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute Resolution #23-203 Authorizing an Increase to the Maximum Limit for Blanket Purchase Orders from \$25,000.00 to \$50,000.00 effective January 1, 2024.

Board of County Commissioners, Geauga County, Ohio

Date: December 5, 2023

RESOLUTION: #23-203

**A RESOLUTION AUTHORIZING AN INCREASE TO THE
MAXIMUM LIMIT FOR BLANKET PURCHASE ORDERS**

WHEREAS, the Board of Commissioners (Board) desires to encourage local vendors to provide goods and services to Geauga County government, resulting in increased economic activity through more local jobs, tax revenues, and expenditures; and

WHEREAS, the Board supports procurement measures which ensure that fair and equitable economic opportunities are afforded to all individuals and businesses that desire to compete for County business; and

WHEREAS, the current County maximum limit for Blanket Purchases Orders as authorized by Ohio Revised Code Section 5705.41(D) is Twenty-Five Thousand (\$25,000.00); and

WHEREAS, it is necessary to increase the County maximum limit for a Blanket Purchase Order from \$25,000.00 to \$50,000.00 in order to accommodate the operational needs of certain County departments, offices, and agencies; and

***NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF
GEAUGA COUNTY THAT:***

SECTION 1. Pursuant to Ohio Revised Code section 5705.41(D)(3), upon certification by the County Auditor that a certain sum of money up to and including \$50,000.00 dollars has been lawfully appropriated for a certain purpose and is in the treasury or in the process of collection to the credit of a specific line-item appropriation account in a certain fund free from previous and then outstanding obligations or certifications, then for such purpose and from such line-item appropriation account in such fund, over a period not extending beyond the end of the fiscal year, expenditures may be made, orders for payment issued, and contracts or obligations calling for or requiring the payment of money made and assumed.

SECTION 2. Such a certification need only be signed by the County Auditor.

SECTION 3. Such a certification may, but need not, be limited to a specific vendor.

SECTION 4. Only one certificate may be outstanding at one particular time for any one particular line item appropriation.

SECTION 5. Such a certification shall not extend beyond the end of the fiscal year of appropriation.

SECTION 6. The remaining unfulfilled portion after the fiscal year of appropriation shall be included in the Annual Appropriation Resolution for the next year as a fixed charge.

SECTION 7. An itemized statement of obligations incurred and expenditures made under such certificate shall be rendered to the County Auditor before another certificate is issued.

SECTION 8. It is found and determined that all formal actions of this Board relating to the adoption of this Resolution were adopted in an open meeting of the Board, and that all deliberations of this Board that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Revised Code.

BE IT FURTHER RESOLVED THAT, this Resolution is to be effective January 1, 2024 and become a part of the permanent record of the Board of Commissioners of Geauga County, Ohio.

<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' Journal
December 5, 2023**

COMMISSIONERS' OFFICE – EXECUTIVE SESSION

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to move into Executive Session for the purpose of considering the purchase of property for public purposes and the sale of property at competitive bidding, pursuant to O.R.C. 121.22 (G)(2).

<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>

The Board moved into Executive Session at 10:38 a.m. with Mr. Morgan and Assistant County Administrator Linda Burhenne. The Board returned at 10:59 a.m. and no action was taken, just very good discussion.

COMMISSIONERS' OFFICE – REQUEST PROSECUTOR'S OFFICE TO REVIEW
RESOLUTIONS REGARDING DISSOLVING THE DEPARTMENT OF DEVELOPMENT

Ms. Burhenne explained that the original idea of having the Department of Development is no longer used the way it was thought to have been and with no Executive Director in place, the idea is to take it back to how it used to be with the Departments separate like it used to be. It will take time over the course the budget cycle to get it all complete, but we are asking for Ms. LaChapelle's assistance and to attend the meeting the Auditor has requested.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to request the Prosecutor's Office to review resolutions in regard to dissolving the Department of Development and ask that Assistant Prosecutor Laura LaChapelle attend any and all meetings necessary in regards to this dissolution.

<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>

DEPARTMENT OF EMERGENCY SERVICES – GRANT A WAIVER OF POLICY
PROHIBITING PAYMENT OF LATE FEES AND FINANCE CHARGES – ALLOW PAYMENT
TO BRING ACCOUNT CURRENT - WINDSTREAM

Mr. Morgan explained that there was delay in a payment being processed that has a late fee and now the services are being threatened to be shut off for non-payment of the late fee, and the policy doesn't allow for payment of late fees, so we are asking the Board to waive the policy and get it current. Ms. Blair asked the Board to consider it today in order for it to be paid before the end of the year financials.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and grant a waiver of the policy prohibiting the payment of late fees and finance charges and allow payment to Windstream to bring account current and paying the late fee of \$15.78 for a total payment \$89.70.

<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>

DEPARTMENT ON AGING – AUTHORIZE COUNTY ADMINISTRATOR TO EXECUTE
WESTERN RESERVE AREA AGENCY ON AGING CONTRACT – OLDER AMERICANS ACT /
SENIOR COMMUNITY SERVICES

Ms. Blair asked the Board to approve the County Administrator the ability to execute the Western Reserve Area Agency on Aging grant contract for the full funding grant for the year. Ms. Boalt got it late in the day and it has changes that need to be considered by them from the Prosecutor, so in order to meet the time frame, we are asking to allow the Administrator to execute it once it ready.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and authorize the County Administrator to execute the Western Reserve Area Agency on Aging Contract with Geauga County Department on Aging for the Older Americans Act / Senior Community Services for the period January 1, 2024 through December 31, 2024 in the amount of \$568,000.00 (Supportive Services

Commissioners' Journal
December 5, 2023

IIIB \$130,000.00, Transportation IIIB \$170,000.00, Adult Day Service IIIE \$160,000.00, Matter of Balance IIID \$26,000.00 and Diabetes Self-Management IIID \$12,000.00).

<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>

There was a brief discussion about the members of the Statutory Group that were not present in the meeting today and how a quorum is figured for that group, which it was noted that the Clerk of Courts was absent, and the Probate Court is not participating in the meetings. A quorum is calculated by the individual members, and each Commissioners is considered to be an individual member of the group.

ACKNOWLEDGEMENTS

- a) A weekly report filed by the County Dog Warden of all dogs seized, impounded, redeemed or destroyed for the week ending November 22, 2023 as required by O.R.C. 955.12.*

OTHER

The Board reviewed upcoming events.

MEETINGS

Tue., 12/5 Investment Advisory Board, 9:15 a.m. 12611 Ravenwood Drive, Room B303, Chardon

12/6 – 12/8 CCAO Winter Conference, Columbus, Ohio

Tue., 12/12 Planning Commission, 7:30 a.m. 12611 Ravenwood, Room A333-334, Chardon

Tue., 12/12 The Commissioners will hold regular session at 9:30 a.m.

Thu., 12/14 Portage Geauga Juvenile Detention Center Meeting, 11:15 a.m. Portage County Offices

Fri., 12/15 NOACA Air, Water and Equity Subcommittee meetings, beginning at 9:00 a.m. Cleveland

BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD

Motion: by Commissioner Dvorak, seconded by Commissioner Lennon to adjourn the meeting at 11:07 a.m.

Geauga County Board of Commissioners

Ralph Spidalieri

James W. Dvorak

Timothy C. Lennon

Christine Blair, Commissioners' Clerk

Commissioners' Journal
December 5, 2023

THIS PAGE INTENTIONALLY LEFT BLANK