

Commissioners' Journal
March 26, 2024

The Geauga County Board of Commissioners met in session on March 26, 2024 at 9:30 a.m. in the Commissioners' Offices located at 12611 Ravenwood Drive, in 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 9:39 a.m. by leading the Board and audience in reciting the Pledge of Allegiance.

Commissioner Dvorak read the following prayer:

Holy Week

Almighty Father

I thank you for your gift of your son, Jesus Christ, who rose from the dead and redeemed humankind.

Fill us with the fire of the Holy Spirit, that we may be faithful disciples and enthusiastic witness of our faith.

Alleluia, Christ is Risen!

He is risen indeed!

Amen

COMMISSIONERS OFFICE - COUNTY ADMINISTRATOR'S REPORT

County Administrator Gerard Morgan reported on the items approved by the County Administrator on March 21, 2024 for the Department on Aging, Rescinded the motion from March 13, 2024 that read: Approved hiring Sara Knife to the position of Full-time Recreation and Education Assistant (#1005) to be effective April 1, 2024 at the rate of \$16.84 per hour with a one-year probationary period. This offer of employment is contingent upon the successful completion of the required pre-employment conditions; Accepted the Retirement Resignation of Kathy Hartz, Full-time Driver (#1020) to be effective April 12, 2024 and Granted permission to advertise for the position of Full-time Driver (#1020). This position will remain posted until filled; as authorized by Resolution #24-011 under the direction and supervision of the County Commissioners that was approved January 8, 2024 pursuant to O.R.C. 305.30.

APPROVE MINUTES

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak approve and execute the minutes for the meeting of January 18, 2024.

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

**Commissioner Lennon was absent from this meeting.*

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute the minutes for the meeting of January 23, 2024.

<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 an Appropriations Transfer from the Commissioners miscellaneous account to the Treasurer's Office Contract Services account to pay for increased investment fees, Supplemental appropriation from Community Development in their grant special expense account to prepare for an encumbrance for the ACE Chart School Grant, Cash transfer from the General Fund to the Sheriff's Office Law Enforcement Block Grant Fund for the local match amount on the Bureau of Justice Services and Security Strategies rural body worn camera grant along with a \$34,000.00 cash advance in order to pay the full \$152,000.00 purchase price. The General Fund will be reimbursed the \$34,000.00 once the reimbursement portion is received; a Then and Now encumbrance for Water Resources to the

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Treasurer State of Ohio for NPDES permit fees for Plymouth Acres, Burton Lakes and Aquilla Village Wastewater Treatment Plants which had not been previously encumbered, a payment for the County Engineer's Office to Morton Salt Incorporated for road salt in the amount of \$113,370.52 and a payment for Water Resources to Valley Ford Truck for a 2024 Ford -250 4x4 regular cab replacement truck in the amount of \$48,206.00 (2008 F-350 will be sold on the county auction site).

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute Resolution #24-050 itemizing the financials for the meeting of March 26, 2024.

<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>

DISCUSSION ON COST ALLOCATION

Mr. Gorton wanted to provide an update to the Board on the County Central Services Cost Allocation, noting that it had been around since at least the mid 1990's. A cost allocation plan is a requirement to receive Federal Funds in certain departments (2 CFR Part 200). Mr. Gorton explained that Central Service costs are also defined in the Ohio Administrative Code Rule 5101:9-1-10 and can include "costs that are incurred by other county agencies such as the County Auditor, County Prosecutor or County Treasurer..." Expense categories that are allocated include building capital, equipment capital, insurance (property, equipment and liability), professional services, postage, maintenance, data processing, prosecutor's office, commissioners' office, communications, records management, county treasurer and county auditor. Departments that currently receive a cost allocation charge include the Public Defender, Aging, 911, Water Resources, Solid Waste, JFS (Public Assistance and Children's Service), Engineer (Vehicle and Equipment Insurance only) and Metzenbaum (property insurance only) Transit had paid as well but now with the new LakeTran Agreement. Mr. Gorton explained that they already had a late start due to prolonged contract negotiations with Maximus on the new consulting contract for Cost Allocation Plan and so a delayed release was expected. Mr. Gorton noted that they normally accept and setup the cost allocation in the fall. The last cost allocation that was done was regarding 2021 expenses for the budget year 2023, so it's like two years in arrears, so for 2024 we gather 2022 expenses send it to them in 2023 and have it developed an in place for 2024. The County Administrator signed the acceptance certificate December 1, 2022.

Mr. Gorton explained that he was made aware that Maximus was still waiting for information from the Auditor on January 31, 2024, after inquiring as to the progress of the plan. Multiple emails were sent by Tate Andersen, himself and Linda Burhenne to inquire about the information for which Maximus was still waiting. Mr. Gorton stated that to his knowledge at no point was Maximus or our office contacted to discuss any issues with the cost allocation. Mr. Gorton explained that a cost allocation informational item suddenly appeared on the ADP Agenda for the March 12, 2024 meeting.

At this meeting, Auditor Walder indicated at this ADP meeting that based on his interpretation of the Ohio Revised Code that only the ADP Board can charge for their services. It was explained that there is a difference between charging for requested services (service calls) and allocating expenses to various benefitting departments. Departments are not being charged double for their services and receive credits to their cost allocation for any direct charges that departments are required to pay. Prosecutor Flaiz also took issue with the allocation saying that his services were required by statute and only he can enter into agreements with other entities and the proceeds have to be used for the operations of his office. Prosecutor Flaiz counseled Auditor Walder to no provide the requested information for the allocation and that his office would also not provide the information. Prosecutor Flaiz indicated that although the information in the requests could be considered public information subject to requests that reports did not need to be created to meet them. Other alternatives have been discussed with Maximus to complete the allocation that includes expenses from ADP and the Prosecutor's Office and are not contingent on the receipt of responses from them. Mr. Gorton stated that we have reached out to an outside legal firm for research regarding the claims by the Auditor and Prosecutor and are awaiting a response.

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Mr. Lennon asked about what service Maximus provides and how long we have used them, to which Mr. Gorton responded saying that Maximus has been used since the early 2000's, however, there were two other firms used prior to that into the 90's. Mr. Gorton explained cost allocation takes the costs of the departments that are under the General Fund and allocating to the departments that benefit from the operations of the General Fund. Mr. Gorton stated that the departments are then invoiced quarterly, except JFS that is done twice a year. Maximus reaches out to Mr. Gorton and asks for reports including payroll and then directly reaches out to certain departments, like ADP and the Prosecutor's Office. The Auditor / ADP and the Prosecutor has denied providing the information to Maximus. Mr. Gorton explained how the credits are done, as a charge back for a direct billed service. Mr. Gorton explained that everything is allocated, however only certain departments, those that benefit from federal programs that are required to have cost allocation.

The Prosecutor has stated what his position is on it by not providing information, so we had to seek outside counsel for help on this.

DISCUSSION ABOUT MONDAY, APRIL 8TH – MOVING FINANCIALS DUE TO OFFICE CLOSURES ON THE SQUARE

There was a brief discussion about moving the financials due to several offices, including the Auditor's Office will be closed on Monday, April 8th. If the Auditor's office is closed the information that is typically received for financials will be delayed or not available and there would not be enough time to prepare the financials, so is requesting to either move the meeting or just the financials to Thursday. The board chose to continue to hold their regular meeting on Tuesday and just have the financials approved on Thursday by the County Administrator. Mr. Lennon asked why they were closing to which it was noted that there will be events on the square and in influx of people planned to be for the eclipse.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to move the Financials from Tuesday, April 9th to Thursday April 11th, 2024 and be handled under resolution to allow the County Administrator to approve, due to the Auditor's Office closure on Monday, April 8, 2024.

<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 – WESTERN RESERVE AREA AGENCY ON AGING CONTRACT – SFY2024 HEAP OUTREACH PROGRAMS FOR GEAUGA SENIORS AGE 60 AND OVER

Director Jessica Boalt asked the Board to allow the President of the Board to execute the Western Reserve Area Agency on Aging contract that reimburses the staff time for assisting with HEAP outreach programs.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and authorize the President of the Board to execute the Western Reserve Area Agency on Aging Contract with the Geauga County Department on Aging for SFY2024 HEAP Outreach program for Geauga Seniors Age 60 and over, for the period March 26, 2024 through August 31, 2024 in the amount of \$3,462.38.

<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 – APPROVE A MERIT INCREASE – ELIZABETH OLIVERIO, INFORMATION AND REFERRAL ASSISTANT

Ms. Boalt explained that she is requesting merit increases for three employees, and following evaluations, the supervisors are requesting three staff members be awarded that increase, for their hard work that they have put in over the last year.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve a Merit Increase for Elizabeth Oliverio, Information and Referral Assistant to the rate of \$15.95 per hour (Grade 5, Step 2) to be effective March 31, 2024.

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

DEPARTMENT ON AGING – APPROVE A MERIT INCREASE – MICHELLE (HERING) WARREN- SOCIAL SERVICES WORKER

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve a Merit Increase for Michelle (Hering) Warren, Social Services Worker to the rate of \$25.05 per hour (Grade 10, Step 4) to be effective March 31, 2024.

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

DEPARTMENT ON AGING – APPROVE A MERIT INCREASE – DAVID CRAIG, RECREATION AND EDUCATION COORDINATOR

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve a Merit Increase for David Craig, Recreation and Education Coordinator to the rate of \$24.91 per hour (Grade 11, Step 2) to be effective March 31, 2024.

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

DEPARTMENT OF EMERGENCY SERVICES – APPROVE PROMOTION – MICHAEL AUSTIN RICE – FULL-TIME DEPUTY DIRECTOR (#1711)

Director Roger Petersen asked the Board to approve the promotion of Michael Austin Rice to the position of Full-time Deputy Director, which will be a replacement when Mr. Vencl retires.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve the promotion of Michael Austin Rice to the position of Full-time Deputy Director (#1711) to be effective March 31, 2024 at the rate of \$31.48 per hour (Grade 14E, Step 4) with a 180 day probationary period.

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

DEPARTMENT OF EMERGENCY SERVICES – ADVERTISE POSITION – PLANNER (#1712)

Mr. Petersen explained that with his position of Planner being open, he would like to advertise to fill that position.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to grant permission to advertise for the position of Planner (#1712). This position will remain posted until filled.

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

DEPARTMENT OF JOB AND FAMILY SERVICES – RESOLUTION RECOGNIZING APRIL 2024 AS CHILD ABUSE PREVENTION MONTH

Director Craig Swenson and Social Services Supervisor II, Gina Schultz asked the Board to recognize April as Child Abuse Prevention Month, adding that it's important to raise awareness for these issues and concerns, and even though Geauga County is a great community; we are not immune to the abuse. Mr. Swenson noted that Junction Auto is again allowing the pinwheels to be placed on the hill and donating \$50.00 for each car sold during April, which they can then have more flexibility in how they use those funds. Mr. Swenson invited the Board to a kickoff reception on April 1st.

Ms. Schultz explained that there will be 364 pinwheels representing the number of cases that were screened in and investigated in 2023. The cases continue to be more complicated, while numbers are dropping slightly, the complexity of the families is very high, it's no longer just

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domestic violence, its tied with substance abuse and / or neglect. Ms. Schultz explained that a few older youths will be coming to the Child Abuse Prevention Month kickoff about their story. They hope the Board can join them for the kickoff event. Mr. Swenson gave an example of a recent placement that needed to be made, however due to his behavior history they couldn't find a place anywhere in the state that would take the child. This placement will cost over \$900 a day, in order to ensure the child and other children in the center's safety. Mr. Lennon inquired about why it was so difficult, to which it was noted that it was the behavior but also placement centers being full.

Clerk, Christine Blair read the following resolution:

Board of County Commissioners, Geauga County, Ohio

Resolution: 24-051

Date: March 26, 2024

RESOLUTION RECOGNIZING APRIL 2024 AS CHILD ABUSE PREVENTION MONTH

WHEREAS, We know that our children are our future and that it will someday fall to them to shape our community, our nation, and the world for all future generations; and

WHEREAS, As a community Geauga County values the importance of providing a safe and supportive environment in which families can nature, love, and parent their children; and

WHEREAS, Children who are loved and nurtured grow to love and nurture others and to provide the love and care bestowed upon them to their children, their family, and their community; and

WHEREAS, While as a community we are blessed to have many wonderful, nurturing families we must recognize that Geauga County is not immune from the reality that some children in our county endure abuse and neglect; and

WHEREAS, As a caring community we must not only respond to stop abuse and neglect where it exists, we must also be diligent in our efforts to prevent child abuse and neglect and ensure that our community is aware of its role in recognizing and preventing child abuse and neglect.

THEREFORE, BE IT RESOLVED, that the Geauga County Board of County Commissioners recognize April 2024 as Child Abuse Prevention Month in Geauga County.

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

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute Resolution #24-051 Recognizing April 2024 as Child Abuse Prevention Month.

<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>

MAINTENANCE – SERVICE CONTRACT AGREEMENT – WALLS WALLS LLC

Contract Coordinator Matt Sieracki asked the Board to execute the service contract agreement with Walls Walls LLC for painting services.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute the service Contract Agreement with Walls Walls LLC to perform painting services per Director in County Buildings for a two-year period, effective March 26, 2024 in an amount not to exceed \$15,000.00.

<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>

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MAINTENANCE – SERVICE CONTRACT AGREEMENT – BURTON CARPET SHOPPE, INCORPORATED

Mr. Sieracki asked the Board to execute the service contract agreement with Burton Carpet Shoppe to install flooring on the second floor of the courthouse annex building. There was a brief discussion about the quotes that were obtained ranging from \$60,000.00 down to \$54,000.00. This project will be completed in the evening after five o'clock during the week.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute the service Contract Agreement with Burton Carpet Shoppe, Incorporated to install flooring throughout the second floor of the Geauga County Courthouse Annex Building, effective March 26, 2024 for a period of 120 days in an amount not to exceed \$60,000.00.

<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>

MAINTENANCE – SERVICE CONTRACT AGREEMENT – KNEWCO, INCORPORATED D.B.A. PAUL DAVIS RESTORATION OF CLEVELAND METRO AND AKRON

Mr. Sieracki asked the Board to execute the service contract agreement with Knewco Incorporated d.b.a. Paul Davis Restoration for restoration services in the event of an emergency.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute the service Contract Agreement with Knewco, Incorporated d.b.a. Paul Davis Restoration of Cleveland Metro and Akron to provide restoration services in the event of an emergency for a period of one-year, effective March 26, 2024 in an amount not to exceed \$60,000.00.

<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>

MAINTENANCE – ADVERTISE BIDS – GEAUGA COUNTY PARKING LOT REPAIRS

Mr. Sieracki asked the Board to grant permission to advertise for bids for parking lot repairs and will include almost all the locations in the county, except the safety center as we hope to get that done separately.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to grant permission to advertise for Bids for the Geauga County Parking Lot Repairs to be held on Wednesday, April 24, 2024 at 2:00 p.m. Notice of this Bid Opening will be advertised on March 28, 2024, April 4, 2024 and on the County website.

<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>

MAINTENANCE – ADVERTISE FOR BIDS – GEAUGA COUNTY 2024-2026 CLEANING SERVICE CONTRACT

Mr. Sieracki asked the Board to grant permission to advertise for bids for cleaning services.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to grant permission to advertise for Bids for the Geauga County 2024-2026 Cleaning Service Contract to be held on Wednesday, May 8, 2024 at 2:00 p.m. Notice of this Bid Opening will be advertised on April 11, 2024, April 18, 2024 and on the County website.

<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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MAINTENANCE – ADVERTISE FOR BIDS – GEAUGA COUNTY WINDOW AND GLASS CLEANING SERVICES

Mr. Sieracki asked the Board to grant permission to advertise for bids for window and glass cleaning services.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to grant permission to advertise for Bids for the Geauga County Window and Glass Cleaning Services to be held on May 8, 2024 at 2:10 p.m. Notice of this Bid Opening will be advertised on April 11, 2024, April 18, 2024 and on the County website.

<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>

MAINTENANCE – SELECT TEC INCORPORATED AS MOST QUALIFIED TO PROVIDE REQUIRED PROFESSIONAL DESIGN SERVICES – COURTHOUSE ANNEX GENERATOR UPGRADE PROJECT

Mr. Sieracki asked the Board to select TEC, Incorporated as the most qualified for the Courthouse Annex Generator Upgrade project and begin negotiations on a contract.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to select TEC, Incorporated as the most qualified to provide the required professional design services for the Geauga County Courthouse Annex Generator Upgrade project, pursuant to R.C. 153.71(B)(2)(a) and authorize the negotiation of a contract in accordance with R.C. 153.69(B).

<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>

MAINTENANCE – ABOLISH POSITION – TECHNOLOGY MAINTENANCE (#1918)

Director Glen Vernick explained that they had tried having a Technology Maintenance position and it did not work out, so he was asking the Board to approve abolishing the position.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to abolish the position of Technology Maintenance (#1918) to be effective March 26, 2024.

<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>

MAINTENANCE – APPROVE INCREASE IN NUMBER OF POSITIONS – SENIOR TRADES MECHANIC (#1905) FROM FOUR TO FIVE POSITIONS

Mr. Vernick asked the Board to then increase the number of Senior Trades Mechanics to five positions.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve an increase in the number of positions for Senior Trades Mechanic (#1905) from four to five positions, to be effective March 26, 2024.

<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>

MAINTENANCE – APPROVE REVISED TITLE AND JOB DESCRIPTION – RE-GRADE OF POSITION – CUSTODIAN I (#1906) TO CUSTODIAN (#1906)

Mr. Vernick explained that over the course of the last year he has been working with Job and Family Services, Human Resources Administrator and Ms. Burhenne on their positions and wages and are asking the Board to re-grade the position and a slight change to the title of Custodian. Mr. Lennon added that they are aware that retention and re-structure was necessary.

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Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve a Revised Title and Job Description including a Re-Grade for the position of Custodian I (#1906) to Custodian (#1906) to a Grade 5 to be effective March 31, 2024.

Roll Call Vote:

Commissioner Lennon	Aye
Commissioner Dvorak	Aye
Commissioner Spidalieri	Aye

MAINTENANCE – APPROVE TITLE CHANGE – CUSTODIAN (#1906) EMPLOYEES AND PAY RATE ADJUSTMENT FOR RE-GRADE

Mr. Vernick asked the Board to approve the pay rate adjustment for Custodian employees.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve the Title Change to Custodian (#1906) for employees David Alexander, Jeff Slater, Jamie Citriglia and Matthew Bikulic and the Re-Grade for a Pay Rate Adjustment to Grade 5, Step 5 at the rate of \$17.61 per hour to be effective March 31, 2024.

Roll Call Vote:

Commissioner Lennon	Aye
Commissioner Dvorak	Aye
Commissioner Spidalieri	Aye

MAINTENANCE – PAY RATE ADJUSTMENT – MAINTENANCE WORKERS (#1904)

Mr. Vernick asked the Board to approve a pay rate adjustment for Maintenance Worker employees.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve a Pay Rate Adjustment for Maintenance Workers (#1904), Paul Ovark, Gary Merker, James Wiech and Jerry Tayerle to Grade 6, Step 5 at a rate of \$19.28 per hour to be effective March 31, 2024.

Roll Call Vote:

Commissioner Lennon	Aye
Commissioner Dvorak	Aye
Commissioner Spidalieri	Aye

MAINTENANCE – PAY RATE ADJUSTMENT – SENIOR TRADES MECHANICS (#1905)

Mr. Vernick asked the Board to approve a pay rate adjustment for Senior Trades Mechanic employees.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve a Pay Rate Adjustment for Senior Trades Mechanics (#1905) Shaun Strand, Connor Loza and Ken Kovach to Grade 7, Step 6 at a rate of \$21.54 per hour to be effective March 31, 2024.

Roll Call Vote:

Commissioner Lennon	Aye
Commissioner Dvorak	Aye
Commissioner Spidalieri	Aye

MAINTENANCE – PAY RATE ADJUSTMENTS – GENERAL COMMUNICATIONS CLERK /SWITCHBOARD OPERATORS (#1912 AND #1912-1)

Mr. Vernick asked the Board to approve a pay rate adjustment for the General Communications Clerk/Switchboard Operator employees.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve a Pay Rate Adjustment for General Communications Clerk /Switchboard Operators (#1912) Kim Monturi and (#1912-1) Joan Staley to Grade 3, Step 7 at a rate of \$15.13 per hour to be effective March 31, 2024.

Roll Call Vote:

Commissioner Lennon	Aye
Commissioner Dvorak	Aye
Commissioner Spidalieri	Aye

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MAINTENANCE – PAY RATE ADJUSTMENT – ADMINISTRATIVE COORDINATOR (#1914)

Mr. Vernick asked the Board to approve the pay rate adjustment for Tammy Kuhn, Administrative Coordinator.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve a Pay Rate Adjustment for Administrative Coordinator (#1914) Tammy Kuhn to Grade 7, Step 4 at a rate of \$20.26 per hour to be effective March 31, 2024.

<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>

MAINTENANCE – PAY RATE ADJUSTMENT – FISCAL AND BUDGET OFFICER (#1921)

Mr. Vernick asked the Board to approve a pay rate adjustment for Suzanne Sotkovsky, Fiscal and Budget Officer.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve a Pay Rate Adjustment for Fiscal and Budget Officer (#1921) Suzanne Sotkovsky to Grade 11, Step 3 at a rate of \$25.79 to be effective March 31, 2024.

<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>

MAINTENANCE – APPROVE REVISED ORGANIZATIONAL CHART – REMOVE POSITION – TECHNOLOGY MAINTENANCE, INCREASE NUMBER OF SENIOR TRADES MECHANIC AND CHANGES TO POSITION OF CUSTODIAN

Mr. Vernick asked the Board to approve the revised organization chart to include the changes to re-grade, title changes, increase in positions and the abolishment of the position.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve the revised Organizational Chart to remove the Technology Maintenance position, increase the number of Senior Trades Mechanic and the changes to Custodian (#1906) to be effective March 31, 2024.

<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 WATER RESOURCES – SERVICE CONTRACT AGREEMENT – FIREHOUSE 8 EXTINGUISHER SERVICE, LLP

Director Nicholas Gorris asked the Board to approve a service contract agreement with Firehouse 8 Extinguisher to handle their fire extinguishers. Mr. Gorris noted that they used to use FiveStar Fire Service but they are no longer.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute the service Contract Agreement with Firehouse 8 Extinguisher Service, LLP to perform Fire Extinguisher Services and Testing for a period of one-year effective March 26, 2024, in an amount not to exceed \$4,000.00.

<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>

DEPARTMENT OF WATER RESOURCES – SERVICE CONTRACT AGREEMENT – JAMISON WELL DRILLING

Mr. Gorris asked the Board to approve a service contract agreement with Jamison Well Drilling for maintenance services.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and execute the service Contract Agreement with Jamison Well Drilling to perform Well Maintenance Services, as needed at various locations within the department

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for a period of one-year effective March 26, 2024, in an amount not to exceed \$5,000.00.

<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>

DEPARTMENT OF WATER RESOURCES – APPLICATION FOR AUTHORIZATION TO PERMIT USE OF COUNTY CREDIT CARD – ADD ADDITIONAL EMPLOYEE TO HOME DEPOT COMMERCIAL CREDIT ACCOUNT

Mr. Gorris asked the Board to approve the revised application for credit card use for the Home Depot Account to add Mr. Carter the new Chief Operator at McFarland.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and authorize the President of the Board to execute the Application for Authorization to Permit the Use of County Credit Cards for the Year 2024 to add Robert Carter, McFarland Chief Operator to the Home Depot Commercial Credit Account with a not to exceed per month amount of \$1,000.00.

<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>

COMMISSIONERS' OFFICE – REQUEST FOR PARTIAL PAYMENT #6 – INFINITY – COURTHOUSE EXPANSION GMP #1 AND #2 EXPENSES

Mr. Morgan asked the Board to approve the request for partial payment #6 for Infinity for the courthouse expansion project.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and authorize the President of the Board to execute the Request for Partial Payment #6 for Infinity Construction Company for the Geauga County Courthouse Expansion GMP #1 and #2 expenses in the amount of \$397,078.50.

<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 – ACCEPT STATEMENT OF QUALIFICATIONS – PROFESSIONAL DESIGN SERVICES – CHARDON SENIOR CENTER RENOVATION PROJECT

Mr. Morgan explained that we went out for Statement of Qualifications for professional design services for the Chardon Senior Center Renovation. Three firms submitted statements and we are asking that you accept all of them and then agree to meet with them to discuss the nature of their services. Mr. Lennon asked for them to be presented in session for the Board to review.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to accept the Statement of Qualifications submitted for Professional Design Services for the Chardon Senior Center Renovation Project from Strollo Architects, ThenDesign Architects and SIXMO Architecture and further grant permission to meet with the three firms to further discuss the firms' qualifications, scope and nature of services to be provided and technical approaches to determine the best firm for the project.

<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 – APPROVE MERIT INCREASE – GINA HOFSTETTER – DIRECTOR, COMMUNITY AND ECONOMIC DEVELOPMENT

Human Resources Administrator Kathy Hostutler asked the Board to approve a Merit Increase for Director Gina Hofstetter.

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Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve a Merit Increase for Gina Hofstetter, Director, Community and Economic Development to the rate of \$37.17 per hour (Grade E15, Step 4) to be effective March 31, 2024.

Roll Call Vote:

Commissioner Lennon	Aye
Commissioner Dvorak	Aye
Commissioner Spidalieri	Aye

COMMISSIONERS' OFFICE – APPROVE MERIT INCREASE – ROGER PETERSEN, DIRECTOR, DEPARTMENT OF EMERGENCY SERVICES

Ms. Hostutler asked the Board to approve a Merit Increase for Director Roger Petersen.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve a Merit Increase for Roger Petersen, Director, Department of Emergency Services to the rate of \$38.31 per hour (Grade E15, Step 5) to be effective March 31, 2024.

Roll Call Vote:

Commissioner Lennon	Aye
Commissioner Dvorak	Aye
Commissioner Spidalieri	Aye

COMMISSIONERS' OFFICE – APPROVE MERIT INCREASE – KELLY BIDLACK, HUMAN RESOURCES SPECIALIST

Ms. Hostutler asked the Board to approve a Merit Increase for Kelly Bidlack Human Resources Specialist.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve a Merit Increase for Kelly Bidlack, Human Resources Specialist to the rate of \$24.91 per hour (Grade 11E, Step 2) to be effective March 31, 2024.

Roll Call Vote:

Commissioner Lennon	Aye
Commissioner Dvorak	Aye
Commissioner Spidalieri	Aye

COMMISSIONERS' OFFICE – APPROVE MERIT INCREASE – CHRISTINE BLAIR, COMMISSIONERS' CLERK

Ms. Hostutler asked the Board to approve a Merit Increase for Christine Blair, Clerk.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve a Merit Increase for Christine Blair, Commissioners' Clerk to the rate of \$29.12 per hour (Grade 11E, Step 7) to be effective March 31, 2024.

Roll Call Vote:

Commissioner Lennon	Aye
Commissioner Dvorak	Aye
Commissioner Spidalieri	Aye

COMMISSIONERS' OFFICE – GREAT GEAUGA COUNTY FAIR CONTRACT – BICENTENNIAL BELL BUILDING

Ms. Blair asked the Board to approve the Fair Contract to use the Bicentennial Bell Building. Ms. Blair added that they had made some language revisions in the description of the contract.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and authorize the President of the Board to execute the Great Geauga County Fair Contract for the Bicentennial Bell Building during the Fair during the period August 29, 2024 through September 2, 2024.

Roll Call Vote:

Commissioner Lennon	Aye
Commissioner Dvorak	Aye
Commissioner Spidalieri	Aye

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COMMISSIONERS' OFFICE – DISCUSSION AND UPDATE REGARDING STATUS OF THE
LOSS OF TAX-EXEMPT STATUS OF COUNTY OWNED PROPERTY HOUSING THE
GEAUGA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

Assistant County Administrator Linda Burhenne provided the Board with a timeline on the property in Chesterland. Mr. Morgan explained that they previously submitted the request to re-request the tax exemption that had been removed by the Auditor and still moving forward to file an appeal with the Board of Revisions. Mr. Morgan stated that when the taxes were put on the property it wasn't just for 2023, they were put back on for all the back taxes. Superintendent Don Rice explained that he had spoken to the state association of Boards and wanted to make it clear, adding that the tax issue started with a complaint from Chester Township involving one building at the Metzenbaum Center, called House A, in December we found out that the Auditor decided to tax all the buildings at the Metzenbaum Center. The decision was made without getting all the facts or even contacting them, the only contact that they had was at the Budget Commission last week. Mr. Rice explained that there are 9 buildings on the property, 6 of them are serving the same purpose for which they were built, it doesn't make sense to tax them for doing what they have always done. The seventh building, the former adult workshop building, which is being used by the Department on Aging and the Sheriff's Office, two county government programs using a county building, adding that this was not even questioned by the Township as being a taxable event. The main building at the Metzenbaum center was built to provide school programs, recreation space and administration offices. That space is currently used to house administrative offices, school programs and recreation programs. There are two county school programs that are being charged rent due to the fact that there are residents from Cuyahoga County that cannot be supported by Geauga County tax dollars. There is rent of 262 square feet of the 55,000+ square feet building to a non-profit entity that serves residents of Geauga County and northeast Ohio. Mr. Rice expressed that the only portion that could be taxable would be to split out the rented space, however to their knowledge is not taxable. Mr. Rice stated that the ninth building is an empty house that was rented to an agency called Emerald Rose, who provided temporary houses to people with developmental disabilities and mental health issues, the same management group has another home in Geauga County that is tax exempt and operates under another name and another 501(C)3 designation. Mr. Rice stated that this building, House A is less than 5% of the building space of the Metzenbaum Center, why the Auditor did not split this out from the whole center makes no sense, and he believes that the taxation of this building is up for determination by the State of Ohio. Mr. Rice expressed that if the Auditor's Office decision is not questioned or overturned the impact of having a \$770,000.00+ tax bill will have a great impact on the Board of Developmental Disabilities and its programs. The tax bill will have to be paid by the levies and that will mean that the levies will need to be increased more frequently or at a higher rate. That could also mean program cuts, this same amount of \$770,000.00 is the same amount they fund the early intervention programs, serving the 0-3 populations, residential support of individuals who can no longer live at home, the same amount spent on transportation for individuals to get back and forth to work. Mr. Rice expressed that he just wanted to make it clear what this could mean.

Mr. Spidalieri asked for the steps in the process, to which Mr. Rice stated that the Commissioners are in the lead since they own the property, and they are not named and cannot obtain outside counsel to represent them. Ms. Burhenne stated that an email was sent from the Prosecutor that stated he would not represent us anymore. Mr. Dvorak asked if it fell under the he can't because he represents more than one department involved. Mr. Lennon stated that he was curious who he was representing if anyone. Mr. Lennon noted that we had reached out to outside counsel for an opinion on this, and Mr. Morgan confirmed that they had. Mr. Morgan asked the Board to give him permission to execute and file an appeal to the Board of Revision regarding the property, since the appeal needs to be filed by Friday. This would appeal the back taxes that were placed on the property for the last three years. Mr. Lennon asked about where the argument at large is happening, after listening to Mr. Rice on the buildings on the property, to which Mr. Morgan explained that the application is submitted to the Auditor and then he submits it to the State and we are not aware if it had been filed yet. The contact at the State our office has been working with, stated that they sent a letter to the Auditor's office and gave them a deadline of April 1st to file the application. Mr. Rice asked the Board to keep fighting and that they were standing with them but have to piggyback on what the Board is doing. Discussion continued about the process moving forward on the empty buildings on the property and how and who can utilize them. Mr. Spidalieri wanted to be clear that the tax bill appeared online with a \$770,000.00 tax bill. Mr. Morgan stated that we had received a memo from the Auditor's Office that included a recommendation to only do the portion that was leased and not the entire property and the entire property was taxed and they went back to 2019 years of taxes. If you

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don't count the basement area, the house is about 3600 square feet. If the bill does not get paid is there another penalty, to which Mr. Rice noted that it is currently continuing to accrue penalty as the amount is now up over \$779,000.00. Mr. Dvorak explained that he was at the Chester Township meeting in September 2023 and that they wanted taxes on the Metzenbaum property and during that meeting they were boisterous about everything, police, fire and they wanted stuff on everything. Ms. Burhenne stated that the Chester Township appeal called out the address of the house, not the entire property, a copy of a memo that was submitted by the compliance officer in the Auditor's office which read like a legal opinion and cited case law, however in the end of the memo it was recommended to only do the portion of the property with the house, however, in the memo was language that said if the entire parcel gets placed back on the tax list then it cannot be sent to the Tax Commissioner. Compliance Officer Kate Jacobs explained that it's a procedural requirement on the DTE form it was just reworked in the memo. Ms. Jacobs stated that their office reviews whether property meets the requirements to stay on the tax list. Ms. Jacobs stated that it hasn't been submitted yet as they are finishing their internal review, continuing to refer the Board to the memo and that in the Chester complaint it was determined that the property was not being used for public use since it was leased to a non-profit. Ms. Jacobs keep referring to a delineation of the property that specified what areas of the property is being used by what and who. It was decided to make it all taxed and have you the owner refile the DTE. Ms. Jacobs questioned Mr. Rice on if NPower, an agency using space if they were a 501(C)3, adding that use changes have to be refiled. Mr. Spidalieri asked if the application would be filed by the April 1st deadline. The timeline of five years goes back to when they began renting the space to Emerald Rose, they have since left as of November 2023 due to staffing issues. There was discussion on the Board of Revision process and procedurally that this will be different and how that will affect it. It was noted that up to this point, no taxes have ever been paid on the property.

Motion: by Commissioner Lennon, seconded by Commissioner Dvorak to approve and authorize the County Administrator to execute and file an appeal to the Board of Revision regarding the property located on Cedar Road in Chester Township.

<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 – DISCUSSION ON CONFERENCE ROOM

Mr. Morgan explained that the Board had asked him to prepare a letter regarding the use of A332 conference room by ADP and that when the departments just moved into the building that ADP was going to use the room to handle the install of the phone systems, asked for an extension and it was granted, however that project is completed, and they have not left the space and continue to use the room. Mr. Lennon asked the Director of ADP what the hold up is for why they haven't left the room, to which Mr. Antenucci stated that they are using it as a staging area and no one has asked to use it. Mr. Lennon added that he was part of the design on the building and it was done so that the area could be adjusted to one large area, two areas or three areas. Mr. Lennon noted that it was also designed to have 2-3 techs in this building and now everyone is here. Mr. Antenucci stated that they were told to vacate the Opera House, to which Mr. Lennon stated that he was not aware of that. Mr. Antenucci stated that they needed a secure area to lock up the equipment that is in that room. Mr. Lennon expressed that they would assist them in looking for another area to put the equipment but they need to empty the conference room so that it can be used as a conference room as it was designed to be for. Mr. Antenucci stated that he recommends the Board send a letter to the ADP Board about them vacating the conference room they are in. Mr. Dvorak inquired about the Department on Aging having multiple conference rooms and if one of them could be available to ADP to be secured and allow them to use as a work area. Ms. Boalt explained that 2-3 times a week both of their conference rooms are used for appointments.

Motion: by Commissioner Lennon, seconded by Commissioner Spidalieri to authorize the County Administrator to submit a letter to the ADP Board regarding moving out of the conference room located on the third floor of the County Office Building, so that it can be used as its intended purpose as a conference room.

<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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Discussion continued about what space was needed and Mr. Antenucci explained what they had been using the room for and what equipment is in there, and that the Opera House was never ideal and that the ADP Board would need to get the letter and what they determine is how he will respond about moving out the space. Mr. Lennon added that there isn't a determination, it needs to become what it was designed for and what the taxpayers were told it was going to be, a conference room.

ACKNOWLEDGEMENTS

- a) *Geauga County ADP 2023 Annual Report*
- b) *A weekly report filed by the County Dog Warden of all dogs seized, impounded, redeemed or destroyed for the week ending March 13, 2024 as required by O.R.C. 955.12.*
- c) *Ohio Environmental Protection Agency Division of Surface Water NPDES Small MS4 General Permit Annual Report, as submitted by the Soil and Water Conservation District and the Geauga County Engineer in March 2024*

OTHER

The Board reviewed upcoming events.

MEETINGS

- Wed., 3/27 Board of Revision, 9:00 a.m. – 4:00 p.m. Auditor's Appraisal Conference Room*
- Mon., 4/1 OneOhio Region 13 Board meeting, 10:00 a.m. 12611 Ravenwood Drive, Room B167*
- Tue., 4/2 The Commissioners will hold session at 9:30 a.m.*
- Wed., 4/3 NOC COG Board meeting, 11:00 a.m. OMJ Portage County*
- Tue., 4/9 Planning Commission, 7:30 a.m. 12611 Ravenwood Drive, Room A333-334, Chardon*
- Tue., 4/9 The Commissioners will hold session at 9:30 a.m.*
- Wed., 4/10 Geauga County Township Association Quarterly Dinner Meeting, 6:30 p.m. Claridon*
- Tue., 4/16 The Commissioners will hold 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 11:14 a.m.

Geauga County Board of Commissioners

Ralph Spidalieri

James W. Dvorak

Timothy C. Lennon

Christine Blair, Commissioners' Clerk

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