

Commissioners' Journal
January 14, 2025

The Geauga County Board of Commissioners met in session on January 14, 2025 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, James W. Dvorak opened the meeting at 9:30 a.m. by leading the Board and audience in reciting the Pledge of Allegiance.

Commissioner Dvorak read the following prayer:

*Thank you, God,
For your Grace
For your Mercy
For your Forgiveness
For your Guidance
For your Peace
For your unfailing love
For being my savior
Amen*

FINANCIALS

Acting County Administrator Linda Burhenne reported on financials from January 9, 2025. She reported that Resolution #25-006 included a Supplemental Appropriation from the Juvenile Court in their Care and Custody Fund to establish the appropriations requested in their 2025 budget submission in order to finish processing payroll. This was approved by the Acting County Administrator pursuant to Resolution #25-004 approved January 7, 2025 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 2025, as authorized by O.R.C. 305.30.

COMMISSIONERS' OFFICE - COUNTY ADMINISTRATOR'S REPORT

Ms. Burhenne reported on what she approved on January 13, 2025, as authorized by Resolution #25-004 under the direction and supervision of the County Commissioners that was approved January 7, 2025 pursuant to O.R.C. 305.30.

For the Department on Aging: Approved hiring Matthew Samardge to the position of Full-time Recreation and Education Assistant (#1005) to be effective February 3, 2025 at the rate of \$19.23 per hour with a one year probationary period. This offer of employment is contingent upon the successful completion of the required pre-employment conditions;

For the Department on Aging: Approved an unpaid personal leave of absence for Amber Sizemore, Driver, for thirty-two hours (4 days) during the period January 21, 2025 through January 24, 2025. This will extend her probationary period by thirty-two hours (4 days);

For Job and Family Services: Acknowledged the following new hire appointment, as the Executive Director of Job and Family Services complied with the Board of Commissioners' recruitment and hiring procedures for Amy Tressler – Social Services Worker II (replacement) effective December 9, 2024.

MEETING MINUTES

Motion: by Commissioner Spidalieri, seconded by Commissioner Brakey to approve and execute the minutes for the meeting of December 17, 2024.

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

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APPROVE FINANCIALS

Budget and Finance Manager Adrian Gorton explained the financials for today as including Supplemental Appropriations from the Auditor's Office in ARPA to establish funds to cover remaining projects; Cash transfer from the General Fund to Public Assistance for our January – March 2025 mandated share; Cash transfer from the General Fund to Community Development for their first quarter 2025 operational commitment; Travel requests for the Commissioners' Office, County Engineer's Office, Juvenile Court and Probate Court; Then and Now's for the Common Pleas Court to Family Pride for Therapeutic Behavioral Services and from the Planning Commission for Adobe Acrobat software that was not previously encumbered; a payment for the Auditor's Office, ARPA fund to Agri-Sludge Incorporated for the Aquilla Wastewater Treatment Plant Improvements project in the amount of \$215,906.90; a payment for Maintenance to Valley Ford Truck for a 2024 Ford F550 Dump Truck replacement vehicle ordered in May 2023 in the amount of \$128,823.00; and Revenue Certifications from the Commissioners in the Phase 2 Capital Reserve Fund, from Common Pleas Court in their Drug Court Fund and from Community Development in their Demo and Site Revitalization, Brownfield Remediation and Block Grant Funds for unbudgeted revenue to be received in 2025.

Commissioner Brakey expressed concern regarding the request from the Probate Court for the travel for Judge Grendell's disciplinary case for \$464.00, that she feels the taxpayers should not be paying. Commissioner Spidalieri stated that there were several travel requests for employees to travel for the Judge's hearing. Ms. Brakey stated that those employees were sent to testify. Mr. Spidalieri expressed that if they (the other commissioners) want to deny it, they can, but if Judge Grendell is required to be there then it is no different from any other employee that had to attend. Ms. Brakey asked why Mr. Spidalieri felt this was different to which Mr. Spidalieri expressed that we don't have a full clear picture, and no one wants to hang a hat on it until it gets litigated, and his concern is down the road will we take on additional costs. Ms. Brakey stated that the law is pretty clear and whether it is \$464.00 or \$30,000.00, we need to be watchdogs on our budget and watch out for the taxpayer. Ms. Brakey moved to approve the financials except for the travel request for the Probate Court. Clerk Christine Blair noted that the Travel would need to be stricken from the Financials, to which Mr. Gorton stated that he had to manually enter it, and it is not on the financials.

Motion: by Commissioner Brakey, seconded by Commissioner Spidalieri to approve and execute Resolution #25-007 itemizing the financials for the meeting of January 14, 2025, except for the Travel for the Probate Court, and strike from the financials.

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

COMMISSIONERS' OFFICE – REVISED ACCOUNTING AND PAYROLL AUTHORIZATION FORMS – DEPARTMENT ON AGING, BUILDING DEPARTMENT, COMMISSIONERS, COMMUNITY AND ECONOMIC DEVELOPMENT, DOG WARDEN, EMERGENCY SERVICES AND MAINTENANCE

Mr. Gorton asked the Board to approve the revised accounting and payroll authorization forms to get Acting County Administrator, Ms. Burhenne, added onto the forms.

Motion: by Commissioner Brakey, seconded by Commissioner Spidalieri to approve and authorize the President of the Board to execute the revised Accounting and Payroll Authorization Forms for the Department on Aging, Building Department, Commissioners, Community and Economic Development, Dog Warden, Emergency Services and Maintenance.

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

COMMISSIONERS' OFFICE – REQUEST FOR PARTIAL PAYMENT #15 FOR INFINITY CONSTRUCTION COMPANY, INCORPORATED - COURTHOUSE EXPANSION, GMP PHASE #1 AND PHASE #2 EXPENSES

Mr. Gorton asked the Board to approve the Request for Partial Payment #15 for Infinity Construction on the Courthouse Expansion project. Mr. Gorton noted that the project is about

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one third of the way through and just over \$20 million in value on the Infinity contract. Mr. Gorton stated that the \$10 million dollars will be transferred soon, and we will be able to fully encumber the contract.

Motion: by Commissioner Spidalieri, seconded by Commissioner Brakey to approve and authorize the President of the Board to execute the Request for Partial Payment #15 for Infinity Construction Company, Incorporated for the Geauga County Courthouse Expansion, GMP Phase #1 and Phase #2 expenses in the amount of \$1,051,465.26.

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

PUBLIC HEARING – GEAUGA COUNTY WATER MANAGEMENT AND SEDIMENT CONTROL REGULATIONS, AMENDED 2025

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

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

The Public Hearing was opened at 9:45 a.m. and Commissioner Brakey asked those to stand and raise their right hand and be sworn in to speak during the hearing.

Executive Director / Engineer Carmella Shale provided a sheet that was a brief outline of the changes. Ms. Brakey asked who did the redline changes, to which Ms. Shale explained that she did it herself, her staff and the Prosecutor's office. Ms. Shale explained that Geauga County was the first county in the state, back in 1979, to have regulations, and they have been updated frequently over the years. When the passage of the EPA Phase II program came underway, you had to have regulations to adopt for stormwater management and erosion sediment control, it became a requirement in 2003, but we were already in compliance. Ms. Shale stated that every five-year permit term the EPA updates the construction general permit. We have to update accordingly and ours were due. Ms. Shale briefly explained the notable changes in the Waste Management and Sediment Control Regulations, Amended 2025 that included, changing Storm Water to Stormwater, one word. We clarified the Applicability categories – adding a category for construction sites that are less than one acre within a subdivision category and clarifying that if multiple lots from a common sale are being developed and are over an acre they must submit a full set of WMSC to match the EPA permit. Ms. Shale stated that they had a catch-all to cover when the EPA does make a change and we haven't updated ours yet, that if a WMSC plan is required to be submitted that any of the requirements of the latest version of the Construction General Permit would apply and supersede. This way they are covered in case they don't have them updated yet. Ms. Shale explained a post-construction stormwater plan requirement for a residential lot that disturbs over an acre but less than two acres, that they have a small stormwater requirement to not be connected to stormwater but rather to let it go off into the grass and infiltrate into the ground. Ms. Shale stated that they added a change in the plan review and inspection fee structure, that it hasn't been updated in over ten years, that the typical residential inspection fee will be \$60-\$80, and commercial inspections fees will be based on acres disturbed (1 acre to >40 acre - \$750 - \$3000) and not percentage of lot disturbed which was <5% to over 31% - \$350 to \$1800. Ms. Shale stated that the more disturbance there is, the more work they have to do with review and inspection on the property. Ms. Shale stated that they needed to add in Filter Sock Standards of performance, if they plan to use this instead of a silt fence. Ms. Shale explained that they have had issues with people not taking things seriously after a Notice of Violation was issued, so in talking with other counties, Ms. Shale stated that if a NOV (notice of violation) is issued, then all subsequent inspections will be charged. For residential inspections, they will be assessed a \$100 reinspection fee and non-residential will be assessed a \$250 reinspect fee until site is out of violation. The construction site has 2 months after completion of construction to submit as-builts and Declaration of Restrictive Covenants regarding long term maintenance.

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Gail Roussey from the League of Women Voters asked for clarification of a NOV, to which Ms. Shale stated that is a Notice of Violation. Being no further questions or comments, the Public Hearing was closed at 9:51 a.m.

COMMON PLEAS COURT – APPROVE SUBMISSION OF A CREDIT CARD APPLICATION AND NECESSARY DOCUMENTS TO THE GEAUGA CREDIT UNION FOR A VISA

Clerk Christine Blair read the motion and explained that with the new Judge coming in they have to update all the cards and need to re-apply.

Motion: by Commissioner Spidalieri, seconded by Commissioner Brakey to approve the submission of a credit card application and necessary documents to the Geauga Credit Union for a Visa to use in accordance with O.R.C. 301.27 with a requested credit line of \$6,000.00 and a total of four (4) cards.

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

COMMON PLEAS – JUVENILE / PROBATE COURT – REQUEST SUBMISSION OF A CREDIT LINE INCREASE TO GEAUGA CREDIT UNION – CREDIT LINE FROM \$6,000 TO \$20,000

This item was on the agenda:

The Common Pleas – Juvenile / Probate Court is requesting the Board approve the submission of a request to the Geauga Credit Union for a credit line increase from \$6,000.00 to \$20,000.00.

Ms. Brakey asked why they needed a credit line increase to \$20,000.00, since the Common Pleas Court is only requesting \$6,000.00.

Ms. Burhenne explained that the policy allows for up to \$20,000.00, and since she wasn't contacted about it, she cannot speak for the Court.

Motion: by Commissioner Brakey, seconded by Commissioner Spidalieri to table the request for a credit line increase to \$20,000.00.

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

COUNTY ENGINEER'S OFFICE – UNIT PRICE CONTRACT – RONYAK PAVING, INCORPORATED – ASPHALT RESURFACING OF VARIOUS ROADS – CLAY STREET AND LEGGETT ROAD

Deputy Engineer Shane Hajjar asked the Board to execute the Unit Price Contract with Ronyak Paving for the asphalt resurfacing of various roads, including Clay Street and Leggett Road.

Motion: by Commissioner Spidalieri, seconded by Commissioner Brakey to approve and execute the Unit Price Contract with Ronyak Paving, Incorporated for the Asphalt Resurfacing of Various Roads, including Clay Street (CH-0037, Sections E-F) and Leggett Road (CH-0033, Section A) in Huntsburg and Montville Townships in the amount of \$1,026,000.00.

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

SHERIFF – AUTHORIZE PRESIDENT TO EXECUTE LETTER TO HERITAGE HEALTH SOLUTIONS, INCORPORATED TO PROVIDE A THIRTY DAY NOTICE TO TERMINATE AGREEMENT

Chief Deputy Thomas Rowan asked the Board to execute a letter to Heritage Health Solutions to terminate the agreement, as the arrangement of handling the medical billing and being the go-between has not worked out how they thought it would be, nor has it resulted in cost savings. Chief Deputy Rowan added that since the Board of Commissioners executed the agreement, the Board has to terminate the agreement.

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Motion: by Commissioner Brakey, seconded by Commissioner Spidalieri to approve and authorize the President of the Board to execute a letter to Heritage Health Solutions, Incorporated, pursuant to Section 5 of the Professional Services Agreement to provide in writing a thirty-day notice to terminate the agreement, effective February 13, 2025.

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

SOIL AND WATER CONSERVATION DISTRICT – ISSUE A ‘FINDING OF VIOLATION’ AGAINST CAROL AND DOUG AKROMAS – BAINBRIDGE TOWNSHIP

Natural Resources Technician Colleen Sharp asked the Board to issue a Notice of Violation to Carol and Doug Akromas. Ms. Brakey noted that it seemed they worked diligently to try and find a solution prior to this. Ms. Sharp explained that she rarely has to come before the Board to ask to issue a violation. Ms. Sharp noted that the homeowner wants to be in compliance, but yet complains about doing it, and then is still not following the regulations. Ms. Sharp stated that she didn’t know what else to do, but did advise the homeowner that she was going before the Board of Commissioners and what the next steps were and what would be happening.

Motion: by Commissioner Brakey, seconded by Commissioner Spidalieri to issue a “Finding of Violation” against Carol and Doug Akromas regarding construction activities occurring at 17395 Crescent Ridge in Bainbridge Township (PPN#02-421544) for failure to comply with Geauga County Water Management and Sediment Control regulations, Sections 7.03 and 7.15 to prevent sediment from leaving the property as identified in the 1st and 2nd Notices of Violations as indicated in the inspection reports, and forward the “Finding of Violation” to the Geauga County Prosecutor for further action as necessary to secure required compliance.

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

DEPARTMENT OF EMERGENCY SERVICES – ACKNOWLEDGE ‘NO CHANGES’ TO GEAUGA COUNTY RADIOLOGICAL EMERGENCY RESPONSE PLAN – EMERGENCY AT PERRY NUCLEAR POWER PLANT

Director Roger Peterson explained that we are required to have an annual plan for a Radiological Emergency Response Plan for the Perry Nuclear Power Plant and on reviewing the plan, there are no changes from the previous year, so he would like to submit a no changes to the state to remain in compliance.

Motion: by Commissioner Spidalieri, seconded by Commissioner Brakey to acknowledge “no changes” to the Geauga County Radiological Emergency Response Plan (for an emergency at the Perry Nuclear Power Plant), Revision 29, dated January 2024, formally adopted December 12, 2023.

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

MAINTENANCE – AMEND MOTION FROM DECEMBER 17, 2024 – ADJUST LANGUAGE – AWARD BID – AIR FORCE ONE, INCORPORATED – 2025 -2028 “HILL” HVAC MAINTENANCE SERVICES

Contract Coordinator Matt Sieracki asked the Board to amend the motion from December 17th to adjust some language within the motion so that it will be in better alignment with the language that will be in the contract. This is for the Hill HVAC Maintenance Services. Ms. Brakey asked for better clarification on the change, to which Mr. Sieracki replied it included a “not to exceed” amount, and this better defines the contract and the possible repair work.

Motion: by Commissioner Brakey, seconded by Commissioner Spidalieri to amend the motion from December 17, 2024 to adjust language to read: to award the Bid to Air Force One, Incorporated for the 2025-2028 “Hill” HVAC Maintenance

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Services for the bid amount of \$86,154.00 for maintenance services and to authorize the payment of a separate amount up to a sum which shall not exceed \$65,000.00 for any HVAC repair work which may be needed during the term of the contract at the labor rates provided in the bid quote sheet, as they represented the lowest and best bid.

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

MAINTENANCE – GRANT PERMISSION TO ADVERTISE FOR BIDS – DEPARTMENT OF EMERGENCY SERVICES AND CLARIDON TOWER SITE GENERATOR UPGRADE PROJECT

Mr. Sieracki asked the Board to grant permission to advertise for bids for the Emergency Services and Claridon Tower Site Generator Upgrade project. The lead time on the generator will be about a year.

Motion: by Commissioner Spidalieri, seconded by Commissioner Brakey to grant permission to advertise for bids for the Department of Emergency Services and Claridon Tower Site Generator Upgrade Project, to be held on Wednesday, February 12, 2025, at 2:00 p.m. Notice of this Bid Opening will be advertised on January 17, 2025, January 24, 2025, and on the County website.

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

MAINTENANCE -AGREEMENT – GEAUGA MECHANICAL COMPANY – REPLACE THE HEATER AT SHERIFF POST 2

Mr. Sieracki asked the Board to approve the agreement with Geauga Mechanical to replace the hanging heater in the garage at Post 2.

Motion: by Commissioner Brakey, seconded by Commissioner Spidalieri to approve and execute the Agreement with Geauga Mechanical Company to replace the hanging heater located in the main garage at Sheriff's Post 2 Station, effective January 14, 2025, with work to be completed within 60 days in the amount of \$7,245.00.

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

MAINTENANCE – SERVICE CONTRACT – COUNTYWIDE REPLACEMENT WINDOWS, INCORPORATED

Mr. Sieracki asked the Board to approve the service contract with Countywide Replacement Windows.

Motion: by Commissioner Brakey, seconded by Commissioner Spidalieri to approve and execute the service Contract Agreement with Countywide Replacement Windows, Incorporated to provide window and glass repair services, as needed at various county locations per the director, for a two-year period, effective January 14, 2025, in an amount not to exceed \$30,000.00.

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

MAINTENANCE – SERVICE CONTRACT – GEAUGA MECHANICAL COMPANY

Mr. Sieracki asked the Board to approve the service contract with Geauga Mechanical Company, for as needed HVAC repairs as needed.

Motion: by Commissioner Spidalieri, seconded by Commissioner Brakey to approve and execute the service Contract Agreement with Geauga Mechanical Company to provide as needed HVAC repairs at various County locations per the Director for

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a two-year period, effective January 14, 2025, in an amount not to exceed \$60,000.00.

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

MAINTENANCE – SERVICE CONTRACT – WESLEY WELDING, LLC

Mr. Sieracki asked the Board to approve the service contract with Wesley Welding, LLC mainly to fix the fire escape on the Annex but can include other areas within the county if needed.

Motion: by Commissioner Brakey, seconded by Commissioner Spidalieri to approve and execute the service Contract Agreement with Wesley Welding, LLC to provide welding services at various County locations per the Director for a two-year period, effective January 14, 2025, in an amount not to exceed \$25,000.00.

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

MAINTENANCE – SERVICE CONTRACT – HARRINGTON ELECTRIC COMPANY

Mr. Sieracki asked the Board to approve the service contract with Harrington Electric Company for various electrical maintenance and services.

Motion: by Commissioner Spidalieri, seconded by Commissioner Brakey to approve and execute the service Contract Agreement with Harrington Electric Company to perform electrical maintenance and services at various County locations per the Director for a two-year period, effective January 31, 2025 in an amount not to exceed \$65,000.00.

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

DEPARTMENT OF WATER RESOURCES – TENTATIVELY AWARD BID – SHOOK CONSTRUCTION COMPANY – MCFARLAND CREEK WASTEWATER TREATMENT PLANT IMPROVEMENT PROJECT

Director and Sanitary Engineer Nicholas Gorris asked the Board to tentatively award the Bid to Shook Construction Company for the McFarland Creek Wastewater Treatment Plant Improvement project. Mr. Gorris explained that it is tentative due to the EPA loan agreements. The EPA will not issue the loan unless we have an award, and we cannot award unless we have the funding, so this is a tentative award to have a way to move forward. Ms. Brakey stated that she had spoken with the Prosecutor's Office because the company indicated that they were party to a litigation, and it was very minor, and about the errors in the submission and those are not substantial.

Motion: by Commissioner Spidalieri, seconded by Commissioner Brakey to tentatively award the Bid to Shook Construction Company for the McFarland Creek Wastewater Treatment Plant Improvement Project in the amount of \$30,842,400.00 as they represented the lowest and best bid for the project being the lowest responsive and responsible bidder.

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

JOB AND FAMILY SERVICES – RE-APPOINTMENT / APPOINTMENT TO BOARDS

Ms. Burhenne noted that no one was present from Job and Family Services and noted the following items that were on the agenda for re-appointment and appointments to their Family Services Planning Committee.

The following items were on the agenda:

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The Department of Job and Family Services is requesting the Board re-appoint the following members to serve on the Family Services Planning Committee for a one-year term, January 1, 2025 through December 31, 2025, including Jessica Boalt, Vicki Clark, Julie Gorenc, Scott Hildenbrand, Tim Kehres, Jennifer Felker (Alternate-Nancy Santilli), Kristine Frankenberry, Teri Malnar, Andrea Pollack and Angela Spalsbury.

The Department of Job and Family Services is requesting the Board appoint James W. Dvorak to serve on the Family Services Planning Committee for a one-year term, January 1, 2025 through December 31, 2025.

The Department of Job and Family Services is requesting the Board approve and appoint Amy Buresch to the Ohio Children's Trust Fund Child Abuse and Child Neglect Regional Council for a two-year term, January 1, 2025 through December 31, 2026.

Ms. Brakey inquired about if the positions had been advertised. Ms. Brakey expressed that she wants to make sure people are aware that these positions are available to give some new people a chance. Mr. Dvorak expressed that he felt the people being recommended were there for a specific need for the Board. Clerk Christine Blair responded to a question about when they need to fill these, noting that the first meeting last year appeared to have been held in early February. Ms. Burhenne expressed that she would look into it further, but Job and Family Services is a kind of hybrid department, as they have state requirements but are also a county agency. Chief Rowan cited that, O.R.C. 329.06 statutorily requires the makeup of the Board. The motion was made to table the items until further information about the Board could be obtained.

Motion: by Commissioner Brakey, seconded by Commissioner Spidalieri to table the re-appointment and appointment to the Family Services Planning Committee and the Ohio Children's Trust Fund.

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

COMMISSIONERS' OFFICE – APPOINT APIARIST – YEAR 2025 – MARK DINISHAK

The Commissioners' Office is requesting the Board re-appoint Mark Dinishak as County Apiarist for the Year 2025 and further approve and execute the 2025 Ohio Department of Agriculture Appointment for County Apiary Inspector Form to be effective January 14, 2025, at an hourly rate of \$13.00 per hour and a mileage reimbursement rate of \$0.70 cents per mile.

Ms. Blair asked the Board if they had any interest in increasing the hourly rate of \$13.00 per hour, that has been in place for the last several years. Ms. Burhenne expressed that it is hard to find an Apiarist. Ms. Blair explained that Mr. Dinishak was new for us last year and that he was very excited to continue and get started for this year. It was agreed to increase the rate to \$14.00 per hour and adjust the mileage to the following:

Motion: by Commissioner Dvorak, seconded by Commissioner Spidalieri to re-appoint Mark Dinishak as County Apiarist for the Year 2025 and further approve and execute the 2025 Ohio Department of Agriculture Appointment for County Apiary Inspector Form to be effective January 14, 2025, at an hourly rate of \$14.00 per hour and a mileage reimbursement rate of .70 cents per mile.

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

COMMISSIONERS' OFFICE – RESOLUTION TO DESIGNATE OFFICIAL REPRESENTATIVE AND ALTERNATE FOR VOTING AT COUNTY COMMISSIONERS ASSOCIATION OF OHIO MEETING IN 2025

Ms. Blair explained that she had prepared the resolution with Mr. Dvorak as the official voting representative and Ms. Brakey as the alternate representative. If the Board wished to make changes she could do so; it was agreed that it was fine as it was.

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Motion: by Commissioner Spidalieri, seconded by Commissioner Brakey to approve and execute Resolution #25-008 to Designate the Official Representative and Alternate Representative for the Purpose of Voting at Meetings of the County Commissioners' Association of Ohio in 2025.

Board of County Commissioners, Geauga County, Ohio

Date: January 14, 2025

Resolution: #25-008

**RESOLUTION TO DESIGNATE THE OFFICIAL REPRESENTATIVE AND
ALTERNATE FOR THE PURPOSE OF VOTING AT MEETINGS OF THE
COUNTY COMMISSIONERS' ASSOCIATION OF OHIO IN 2025**

WHEREAS, Article IV, Section 6, of the Code of Regulations of the County Commissioners' Association of Ohio requires each member county to, for the purpose of voting at any annual or special meeting of the Association, designate an Official Representative and Alternate; and

WHEREAS, the designation of the Official Representative and Alternate for a county organized under the statutory form of county government shall be by resolution of the board of county commissioners; and

WHEREAS, in designating the Official Representative and Alternate only a member of the board of county commissioners is eligible to be designated as the Official Representative and Alternate;

NOW THEREFORE BE IT RESOLVED that James W. Dvorak is designated as the Official Voting Representative of Geauga County.

BE IT FURTHER RESOLVED that Carolyn Brakey is designated as the Alternate Voting Representative of Geauga County.

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

**COMMISSIONERS' OFFICE – RESOLUTION AMENDED – APPROVING THE USE OF
COUNTY CREDIT CARDS FOR THE YEAR 2025 FOR AGENCIES AND CARDHOLDERS
PURSUANT TO O.R.C. 301.27**

Ms. Blair explained that the Board initially approved the resolution to approve the use of county credit cards last week, however not all departments had submitted their cards, so the resolution today includes those additional departments, updates to some limits that were missing in the first resolution.

Motion: by Commissioner Brakey, seconded by Commissioner Spidalieri to approve and execute Resolution #25-009 Amended Resolution Approving the Use of County Credit Cards for the Year 2025 for Agencies and Cardholders Pursuant to O.R.C. 301.27.

Board of County Commissioners, Geauga County, Ohio

Date: January 14, 2025

Resolution: #25-009

**AMENDED
RESOLUTION APPROVING THE USE OF COUNTY CREDIT CARDS
FOR THE YEAR 2025 FOR AGENCIES AND CARDHOLDERS
PURSUANT TO O.R.C. 301.27**

WHEREAS, the Geauga County Board of Commissioners, approves the following applications for the use of County Credit Cards submitted by Agencies for the Year 2025; and

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WHEREAS, those Agencies included, are the Auditor's Office / ADP, Clerk of Courts, Common Pleas Court - Drug Court and Probation Department, Probate/ Juvenile Court, Sheriff's Office, Commissioners' Office and the Commissioners' Office for: the Department on Aging, Community and Economic Development, Department of Emergency Services, Job and Family Services, Maintenance Department, and the Department of Water Resources; and

WHEREAS, the Board, pursuant to O.R.C.301.27, requires those Agencies at the beginning of each quarter to submit estimates of work-related expenses expected to be purchased using the credit card along with the specific appropriation line items from which those expenditures will be made; and

NOW, THEREFORE BE IT RESOLVED, that the Geauga County Board of Commissioners approves the Use of County Credit Cards, for Year 2025 by those Agencies that have submitted their credit card request applications along with card limits, daily spending per card, monthly spending per card, single transactions limits, daily number of transactions per card, monthly number of Transaction's per card and the designation of whether the credit card(s) will be issued in the Agency's name or in the name of a specified cardholder, as designated in Exhibit A (Amended), attached; and

BE IT FURTHER RESOLVED that those Agencies are further required to submit to the Auditor's Office and the Board of Commissioners' Office the forms set forth in the Credit Card Policy for each employee or officer authorized to use a credit card.

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

Exhibit A - Credit Cards Year 2025

The Credit Cards shall be issued in the name of the employees or officers listed below under the Agencies/Offices of the appointing authorities or if no employees or officers are designated, in the name of the Agency/office of the appointing authority listed:

AUDITOR / ADP

*Geauga Credit Union Visa – [REDACTED]-0123
Issued in the name of Auditors ADP
Card Limit - \$5,000.00
Daily Spending Limit - \$5,000.00
Monthly Spending Limit - \$5,000.00
Single Transaction Limit - \$5,000.00
Daily Transaction Limit – 10
Monthly Transaction Limit – 50*

*Charles E. Walder
Pam McMahan
Ron Leyde
Frank Antenucci
Tracey Rahimi
Kate Jacob*

CLERK OF COURTS

*Geauga Credit Union Visa – [REDACTED]-1626
Issued in the name of Geauga County Clerk of Courts
Limited to \$1,200 per month*

*Sheila M. Bevington
Tammy McClintock
Bonnie Guarnera*

COMMON PLEAS COURT – DRUG COURT

*Geauga Credit Union Visa – [REDACTED]-9529
Issued in the name of Drug Court
Card Limit - \$6,000.00*

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Daily Spending Limit - \$2,000.00
Monthly Spending Limit per card - \$2,000.00 / \$6,000.00
Single Transaction Limit - \$2,000.00
Daily Transaction Limit – 6
Monthly Transaction Limit - 20

Maureen Maruna
Greg Potts

COMMON PLEAS COURT – PROBATION DEPARTMENT

Geauga Credit Union Visa – [REDACTED]-9453
Issued in the name of Probation Department
Card Limit - \$6,000.00
Daily Spending Limit - \$2,000.00
Monthly Spending Limit per card \$2,000.00/\$6,000.00
Single Transaction Limit - \$2,000.00
Daily Transaction Limit – 6
Monthly Transaction Limit – 20

Nicole Walker
Danielle Bokar
Matthew Zupancic

COMMON PLEAS COURT – PROBATE / JUVENILE COURT

Geauga Credit Union Visa – [REDACTED]0162
Issued in the name of Probate / Juvenile Court
Card Limit \$6,000.00
Monthly Spending Limit - \$6,000.00
Single Transaction Limit – none
Daily / Monthly Transaction Limit - none

Timothy Grendell
Kim Laurie

SHERIFF'S OFFICE

First National Bank (21 cards) – [REDACTED]-7015
Sub Account Numbers (cards) 7064, 2950, 2598, 774, 7114, 7122, 7130, 1105, 1363, 1486, 1494, 1683, 7661, 3259, 3267, 3275, 3283, 3291, 1184, 3317
Card Limit - \$15,000.00
Home Depot (3 cards)
No limits on amount or transactions daily, weekly or monthly

Robert Altemus
Christopher Anderson
Heather Anderson
Nichole Ansell
David Baird
Matthew Baldwin
Eric Bartholomew
Thomas Berigan
Christina Bevington
Jonathon Bilicic
William Boehnlein
Gregory Borden
Sarah Boslett
Matthew Bosworth
Matthew Brickman
Ella Burge
Scott Capron
Carmen Centrickio
Isaiah Charlton
Julie Christian
Philip Cleveland

Nathan Dhayer
Joshua East
Heather Eskridge
Justin Falcone
Rachel Felt
David Frank
Jennifer Fry
Nicholas Gaeta
Jesse Gandolf
Tracey Georskey
Gary Gribbons
William Haines
Heather Harchar
Jennifer Hanas
Sharon Harless
Jason Heller
James Hildebrand, Jr
Scott Hildebrand
Christopher Holt
Andrew Humar
Zachary Hupp

Gary Kracker
Christina Lamtman
Brian Leonard
Thomas Lombardo
David Loomis
Jonathan Lopresti
Allison Malchow
Michele Malliski
Daniel Martin
Andrew Maryash
Cassandra Matejka
Sandra McBride
Thomas McLaughlin
Casey Merrill
Melissa Metz
Joshua Mikolajski
Eric Miller
Christina O'Brien
Erica O'Neill
Eric Pavlick
David Peterson

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John Copen
Paul Cox
Melissa Cree
Bryan Dawson
Andrew Day
Steven Deardowski
Lindsey Demattia
James G Dhayer
Austin Quigley
Terrance Radcliffe
Robert Ramirez
Joseph Ray
Jeffrey Raymond
Michael Reid
Carolyn Rhodes
Kathy Rose
Thomas Rowan
Michael Santilli
Lisa Sayre
Michael Scarniench

Daniel Itschner
Barbara Jeschelnic
Amanda Jonovich
James Jonovich
Tracy Jordan
James Kailburn
Rebecca Klein
Erin Knife
Donald Seamon
Brian Sebor
David Schaffer
Joshua Shimko
Russell Shultz
Cody Smith
Jacob Smith
Matthew Smith
Courtney Speck
Michael Swanker
Francisco Tapia
Robin Taylor

Diane Peterson
Lewis Pettit
Brian Phan
Tammy Phillips
Paul Polverine
Vincent Polverine
Richard Potter
Randal Primer
Ryan Taylor
Christine Tosti
Robert Tropf
Christopher Tryon
Jaclyn Tryon
Scott Tyler
Donald Walker
Joshua Wendl
Michael Wilson
Grant Winney
Gretchen Wolfe
Erik Wright

Board of Commissioners for the Department on Aging

PNC Giant Eagle Visa (3 cards) – [REDACTED]-4770, [REDACTED]-4812, and [REDACTED]-8030

Issued in the name of Department on Aging

Card Limit \$3,000.00 / month

Marc's (Marc Glassman) – in house account limit \$2,000.00

Centerra / Hartville Hardware (Gas)- in house account – limit \$1,000.00 / month

PNC Giant Eagle

Christine Bacon (4812)	Duane Bidlack (4770)	Jessica Boalt (4770)
Deana Catucci (4770)	Reba Dykes (4770)	Nathan Gorton (4770)
Hannah Heinz (4770)	Virginia Lester (4770)	Sandy McLeod (4770)
Jeanne Molzon (4770)	Becky O'Reilly (4770)	Jacci Pavlick (4812)
Ellie Rickard (4770)	Karen Stone (4770)	Cathie Wells (4812)
Melissa Wheeler (4770)	Vicki Zanella (4812)	

Marc/Marc Glassman

Christine Bacon	Duane Bidlack	Jessica Boalt
Deana Catucci	Reba Dykes	Nathan Gorton
Hannah Heinz	Virginia Lester	Sandy McLeod
Jeanne Molzon	Becky O'Reilly	Jacci Pavlick
Ellie Rickard	Karen Stone	Bonnie Tayek
Cathie Wells	Melissa Wheeler	Vicki Zanella

Centerra

Christine Bacon	Kristen Bibby	Duane Bidlack
Jessica Boalt	Rudy Breunig	Joshua Burton
Kevin Cunningham	Reba Dykes	Nathan Gorton
Hannah Heinz	Michelle Hering	Virginia Lester
Sandy McLeod	Michael Niles	Becky O'Reilly
Natalie Pajk	Bill Phillips	Ellie Rickard
Amber Sizemore	Karen Stone	Shaun Strand
Sandi Strichko	Jeff Thomas	Cathie Wells
Melissa Wheeler	Kim Yonisik	Vicki Zanella

Board of Commissioners for the Community & Economic Development

Geauga Credit Union Visa – [REDACTED]-7431

Issued in the name of Community Economic Development

Card Limit \$1,500.00

Card Limit - \$1,500.00

Daily Spending - \$1,000.00

Monthly Spending - \$1,500.00

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Single Transaction Limit - \$1,000.00
Daily Number Transactions – 5
Monthly Number Transactions - 20

Gina Hofstetter
Elaine Malkamaki

Commissioner's Office

Geauga Credit Union Visa – [REDACTED]-8127
Issued in the name of Board of Commissioners
Card limit - \$4,000.00 (4 cards)
Daily Spending Limit - \$4,000.00
Monthly Spending Limit - \$4,000.00
Daily Number Transactions – 10
Monthly Number Transactions - 50

Geauga Credit Union Visa

<i>James W. Dvorak</i>	<i>Ralph Spidalieri</i>	<i>Carolyn Brakey</i>	<i>Gerard Morgan</i>
<i>Adrian Gorton</i>	<i>Kathy Hostutler</i>	<i>Christine Blair</i>	<i>Deborah Ashburn</i>
<i>Megan Erickson</i>	<i>Linda Burhenne</i>		

Board of Commissioners for the Department of Emergency Services

PNC Giant Eagle Visa – [REDACTED]-4085
Geauga Credit Union Visa – [REDACTED]-9257
Issued in the name of Department of Emergency Services
Card Limit - \$5,000.00
Daily Spending per card - \$1,000.00
Monthly Spending per card - \$1,500.00
Single Transaction Limit - \$1,000.00
Daily Number Transactions – 5
Monthly Number Transactions - 30

PNC Giant Eagle / Geauga Credit Union Visa

Roger Peterson
Judith Oberstar
M. Austin Rice
Brandon M. Reed

Board of Commissioners for the Job and Family Services

Geauga Credit Union Visa – [REDACTED]-7251
\$7,500.00 / month
PNC Giant Eagle Visa – [REDACTED]-9680
\$1,000.00 / month
(Capital One) Walmart Community Card – (620136) [REDACTED]-3742
\$3,000.00 / month
Wright Express (WEX) Fleet – [REDACTED]257465-5
\$5,000.00 / month

Geauga Credit Union Visa

Gina Gubanyor *Lisa Milgate*
Paul Reiman *Alyssa Steinhoff*
Craig Swenson

PNC Giant Eagle

<i>Rex Brobst</i>	<i>Rachael Brown (Tetlow)</i>	<i>Lisa DiFini</i>	<i>Brooke Dowling</i>
<i>(Bourdeau)</i>			
<i>Amy Fazi (Buresch)</i>	<i>Cassandra Kiharik</i>	<i>Cheryl Morgan</i>	<i>Kelly Thurling</i>

Walmart Community Card

<i>Leslie Abbuhl</i>	<i>Jillian Barath</i>	<i>Dawn Bates</i>	<i>Rachael Brown (Tetlow)</i>
<i>Natalie Cavolo (Roncagli)</i>	<i>Matt Cebron</i>	<i>Kelly Cinadr (Conroy)</i>	<i>Lauren Clark (Rakocy)</i>
<i>Haley Cruikshank</i>	<i>Brooke Dowling (Bourdeau)</i>	<i>Amy Fazi (Buresch)</i>	
<i>Gina Gubanyor (Schultz)</i>	<i>Allie Hulsmann</i>	<i>Molly Johnson</i>	<i>Alex Koppel</i>

**Commissioners' Journal
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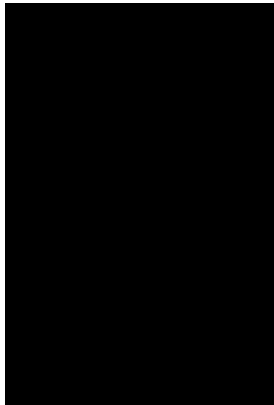
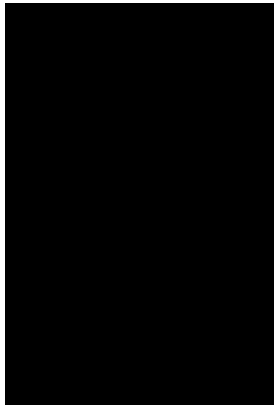
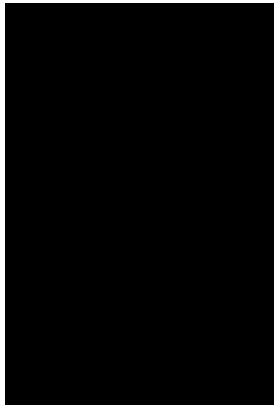
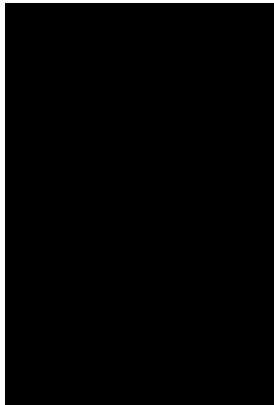
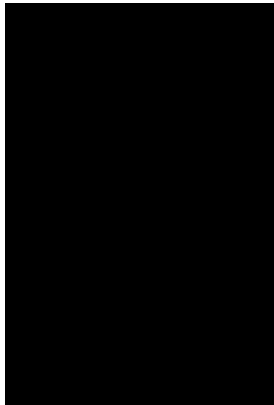
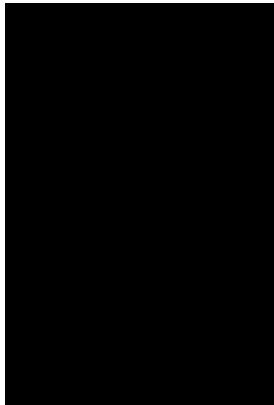
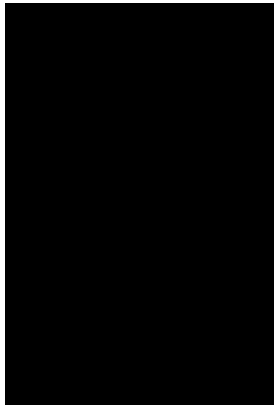
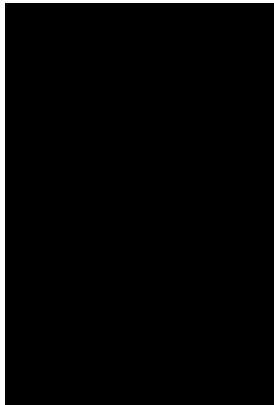
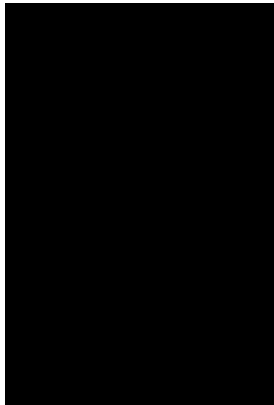
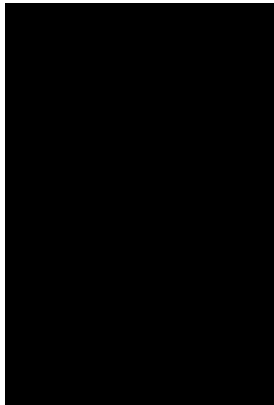
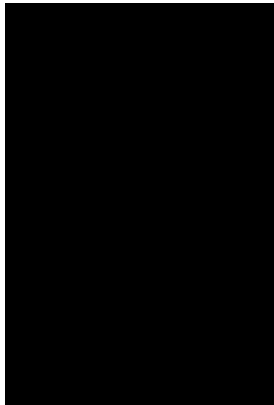
<i>Melanie Lacy (Becker)</i>	<i>Heather Martin</i>	<i>Jodi Miller</i>	<i>Kristina Miller</i>
<i>Michelle Moore</i>	<i>Cheryl Morgan</i>	<i>Megan Morton</i>	<i>Faith Peters</i>
<i>Caryn Radcliff</i>	<i>John Roberts</i>	<i>Robin Schwed</i>	<i>Julie Seline (Dwyer)</i>
<i>Amy Tressler</i>			

Wright Express (WEX) Fleet


<i>Leslie Abbuhl</i>	<i>Heidi Abrams</i>	<i>Lori Babik</i>	<i>Jillian Barath</i>
<i>Laura Baron</i>	<i>Dawn Bates</i>	<i>Christina Bender</i>	<i>James Blazey</i>
<i>Rex Brobst</i>	<i>Natalie Cavolo (Roncagli)</i>		<i>Matt Cebron</i>
<i>Scott Christopher</i>	<i>Kelly Cinadr (Conroy)</i>	<i>Lauren Clark (Rakocy)</i>	
<i>Michelle Cmund (Bourdeau)</i>	<i>Haley Cruikshank</i>	<i>Maureen DeMarco</i>	<i>Brooke Dowling</i>
<i>Amy Fazi (Buresch)</i>	<i>Todd Foreman</i>	<i>Misty Gotham</i>	<i>Brian Guarniere</i>
<i>Gina Gubanyor (Schultz)</i>	<i>Ashley Higginbotham</i>		
<i>Ashley Hollesh (Hiscox)</i>	<i>Allie Hulsmann</i>	<i>Molly Johnson</i>	<i>Tim Kehres</i>
<i>Alex Koppel</i>	<i>Cassandra Kuharik</i>	<i>Melanie Lacy (Becker)</i>	<i>Susan Legg</i>
<i>Heather Martin</i>	<i>Kylie McCann</i>	<i>Keith McCrory</i>	<i>Peter Medved</i>
<i>Lisa Milgate</i>	<i>Jodi Miller</i>	<i>Kristina Miller</i>	<i>Casey Mills</i>
<i>Michelle Moore</i>	<i>Cheryl Morgan</i>	<i>Megan Morton</i>	<i>Faith Peters</i>
<i>Caryn Radcliff</i>	<i>Paul Reiman</i>	<i>John Roberts</i>	<i>Julie Seline</i>
<i>Tracy Sindelar (Olszowy)</i>	<i>Patricia Spisak</i>	<i>Alyssa Steinhoff</i>	<i>Craig Swenson</i>
<i>Josephine Thomsen</i>	<i>Kelly Thurling</i>	<i>Amy Tressler</i>	<i>James Zock</i>
<i>Robin Schwed</i>			

Board of Commissioners for the Maintenance Department

Home Depot (Commercial) – No Limit
Daily Spending Per Card – Not to exceed monthly limit
Single Transaction Limit – Not to exceed monthly limit
Daily Number of Transactions – 10 per card
Monthly Number of Transactions – 50 per card
Monthly Spending Per Card -

<i>Glen Vernick</i>	<i>\$5,000.00</i>		<i>0007</i>
<i>Rik Wareham</i>	<i>\$5,000.00</i>		<i>0009</i>
<i>Matt Sieracki</i>	<i>\$5,000.00</i>		<i>0036</i>
<i>Kevin Borsi</i>	<i>\$1,000.00</i>		<i>0034</i>
<i>Ken Kovach</i>	<i>\$1,000.00</i>		<i>0029</i>
<i>Connor Loza</i>	<i>\$1,000.00</i>		<i>0028</i>
<i>John Ludlow</i>	<i>\$1,000.00</i>		<i>0024</i>
<i>Gary Merker</i>	<i>\$1,000.00</i>		<i>0035</i>
<i>Josh Burton (Aging)</i>	<i>\$1,000.00</i>		<i>0019</i>
<i>Kevin Cunningham (Aging)</i>	<i>\$1,000.00</i>		<i>0000</i>
<i>Shaun Strand (Aging)</i>	<i>\$1,000.00</i>		<i>0037</i>

Board of Commissioners for the Department of Water Resources

Geauga Credit Union Visa (4 cards) –  8232
Issued in Employee Name
Card limit - \$5,000.00
Daily Spending per card - \$5,000.00
Monthly Spending per card - \$5,000.00
Single Transaction Limit - \$5,000.00
Daily Number Transactions – 10
Monthly Number Transactions – 50

Nicholas J. Gorris, P.E.
David Osborn II
Linda Paranish
Kathleen Miller

Home Depot (Commercial) (8 cards) – Employee Name
Card Limit - \$3,900.00
Daily Spending per card - \$3,900.00
Monthly Spending per card - \$3,900.00
Single Transaction Limit - \$3,900.00

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Daily Number Transactions – 10
Monthly Number Transactions – 50
Nicholas J. Gorris, P.E. - [REDACTED] 0015
David Osborn II - [REDACTED] 0006
Ray Farinacci - [REDACTED] 0007
Karen Peterson - [REDACTED] 0009
Dana Cavallaro - [REDACTED] 0011
Brian Cain - [REDACTED] 0013
Shawn Maruna - [REDACTED] 0012
Robert Carter - [REDACTED] 0016

Tractor Supply Company – Business Account
Card Limit - \$4,000.00
Daily Spending - \$4,000.00
Monthly Spending - \$4,000.00
Single Transaction Limit - \$4,000.00
Daily Number Transactions – 10
Monthly Number Transactions – 50
Ray Farinacci – [REDACTED]-8125

COMMISSIONERS' OFFICE – APPLICATION FOR USE OF COUNTY CREDIT CARDS
FORM – CLERK OF COURTS OFFICE – YEAR 2025

Ms. Blair asked the Board to authorize the President to execute the application for use for the Clerk of Courts office, as they were included in the new resolution.

Motion: by Commissioner Brakey, seconded by Commissioner Spidalieri to approve and authorize the President of the Board to execute the Application for the use of County Credit Cards Form for the Clerk of Courts Office for the Year 2025, pursuant to O.R.C. 301.27.

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

COMMISSIONERS' OFFICE – RESOLUTION AUTHORIZING USE OF SPECIFIC CREDIT CARDS BY DESIGNATED EMPLOYEES OR OFFICERS OF THE SHERIFF'S OFFICE, COMMISSIONERS' OFFICE FOR JOB AND FAMILY SERVICES AND DEPARTMENT ON AGING FOR WORK RELATED EXPENSES WITHOUT SUBMITTING AN ESTIMATE OF THE EXPENSES

Ms. Blair explained that this resolution authorizes the use of specific credit cards by designated employees or officers of the Sheriff's Office, Job and Family Services and the Department on Aging for work related expenses without submitting an estimate of expenses, for emergency or unforeseen circumstances.

Motion: by Commissioner Brakey, seconded by Commissioner Spidalieri to approve and execute Resolution #25-010 Authorizing the use of Specific Credit Card(s) by Designated Employees or Officers of the Geauga County Sheriff's Office, Office of the Board of Commissioners' Office for the Geauga County Job and Family Services and the Geauga County Department on Aging, for work-related expenses without submitting an estimate of the expenses to the Board of County Commissioners, in accordance with R.C. 301.27(F)(2).

Board of County Commissioners, Geauga County, Ohio

Date: January 14, 2025
Resolution: #25-010

RESOLUTION AUTHORIZING THE USE OF SPECIFIC CREDIT CARD(S) BY DESIGNATED EMPLOYEES OR OFFICERS OF THE GEAUGA COUNTY SHERIFF'S OFFICE, OFFICE OF THE BOARD OF COMMISSIONERS' OFFICE FOR THE GEAUGA COUNTY JOB & FAMILY SERVICES AND THE GEAUGA COUNTY DEPARTMENT ON AGING, FOR WORK-RELATED EXPENSES WITHOUT SUBMITTING AN ESTIMATE OF THE EXPENSES TO THE BOARD OF COUNTY COMMISSIONERS IN ACCORDANCE WITH R. C. 301.27(F)(2)

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WHEREAS, *the Geauga County Board of Commissioners recognizes that credit cards are designed to make purchases in a manner that meets government's needs in an increasingly internet-based business environment; and*

WHEREAS, *the Board established a County credit card policy as an alternative to the traditional purchasing process in order to significantly eliminate paperwork and reduce processing time; and*

WHEREAS, *the purpose of such a policy is to provide direction for the use of county credit cards in accordance with applicable state law; and*

WHEREAS, *The Geauga County Board of Commissioners recognizes that there are situations in which an Agency and/or its employees or officers may have unforeseeable and/or emergency expenditures and will need to be exempted from having to provide the Board with an anticipated estimate of expenses as required by R.C. 301.27(F)(1);*

WHEREAS, *the Board has notified the County Auditor before adopting the resolution, in accordance with R.C. 301.27(F)(2).*

NOW, THEREFORE BE IT RESOLVED, that the Geauga County Board of Commissioners pursuant to the Board of Commissioners' Credit Card Use Policy Section VII. (A.) and ORC. 301.27(F)(2) will not require anticipated estimates of expenses for the following specific credit cards when used for unforeseeable and/or emergency work-related expenditures that serve a public purpose and after receiving the prior approval of the department head or elected official. Use of any credit card under R.C. 301.27(F)(2) shall be limited to the amount appropriated and encumbered in a specific appropriation line item.

I. In the Name of the GEAUGA COUNTY SHERIFF'S OFFICE

First National Bank Visa – 20 Cards Under the Account ending in 7015, 7064, 2950, 2598, 774, 7114, 7122, 7130, 1105, 1363, 1486, 1494, 1683, 7661, 3259, 3267, 3275, 3283, 3291, 1184, 3317

Name of Officer(s) or Employee(s) who can use the credit cards ending in the numbers set forth above:

<i>Robert Altemus</i>	<i>Nathan Dhayer</i>	<i>Gary Kracker</i>
<i>Christopher Anderson</i>	<i>Joshua East</i>	<i>Christina Lamtman</i>
<i>Heather Anderson</i>	<i>Heather Eskridge</i>	<i>Brian Leonard</i>
<i>Nichole Ansell</i>	<i>Justin Falcone</i>	<i>Thomas Lombardo</i>
<i>David Baird</i>	<i>Rachel Felt</i>	<i>David Loomis</i>
<i>Matthew Baldwin</i>	<i>David Frank</i>	<i>Jonathan Lopresti</i>
<i>Eric Bartholomew</i>	<i>Jennifer Fry</i>	<i>Allison Malchow</i>
<i>Thomas Berigan</i>	<i>Nicholas Gaeta</i>	<i>Michele Malliski</i>
<i>Christina Bevington</i>	<i>Jesse Gandolf</i>	<i>Daniel Martin</i>
<i>Jonathon Bilicic</i>	<i>Tracey Georskey</i>	<i>Andrew Maryash</i>
<i>William Boehnlein</i>	<i>Gary Gribbons</i>	<i>Cassandra Matejka</i>
<i>Gregory Borden</i>	<i>William Haines</i>	<i>Sandra McBride</i>
<i>Sarah Boslett</i>	<i>Heather Harchar</i>	<i>Thomas McLaughlin</i>
<i>Matthew Bosworth</i>	<i>Jennifer Hanas</i>	<i>Casey Merrill</i>
<i>Matthew Brickman</i>	<i>Sharon Harless</i>	<i>Melissa Metz</i>
<i>Ella Burge</i>	<i>Jason Heller</i>	<i>Joshua Mikolajski</i>
<i>Scott Capron</i>	<i>James Hildebrand, Jr</i>	<i>Eric Miller</i>
<i>Carmen Centrickio</i>	<i>Scott Hildebrand</i>	<i>Christina O'Brien</i>
<i>Isaiah Charlton</i>	<i>Christopher Holt</i>	<i>Erica O'Neill</i>
<i>Julie Christian</i>	<i>Andrew Humar</i>	<i>Eric Pavlick</i>
<i>Philip Cleveland</i>	<i>Zachary Hupp</i>	<i>David Peterson</i>
<i>John Copen</i>	<i>Daniel Itschmer</i>	<i>Diane Peterson</i>
<i>Paul Cox</i>	<i>Barbara Jeschelnig</i>	<i>Lewis Pettit</i>
<i>Melissa Cree</i>	<i>Amanda Jonovich</i>	<i>Brian Phan</i>
<i>Bryan Dawson</i>	<i>James Jonovich</i>	<i>Tammy Phillips</i>
<i>Andrew Day</i>	<i>Tracy Jordan</i>	<i>Paul Polverine</i>

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<i>Steven Deardowski</i>	<i>James Kailburn</i>	<i>Vincent Polverine</i>
<i>Lindsey Demattia</i>	<i>Rebecca Klein</i>	<i>Richard Potter</i>
<i>James G Dhayer</i>	<i>Erin Knife</i>	<i>Randal Primer</i>
<i>Austin Quigley</i>	<i>Donald Seamon</i>	<i>Ryan Taylor</i>
<i>Terrance Radcliffe</i>	<i>Brian Sebor</i>	<i>Christine Tosti</i>
<i>Robert Ramirez</i>	<i>David Schaffer</i>	<i>Robert Tropf</i>
<i>Joseph Ray</i>	<i>Joshua Shimko</i>	<i>Christopher Tryon</i>
<i>Jeffrey Raymond</i>	<i>Russell Shultz</i>	<i>Jaclyn Tryon</i>
<i>Michael Reid</i>	<i>Cody Smith</i>	<i>Scott Tyler</i>
<i>Carolyn Rhodes</i>	<i>Jacob Smith</i>	<i>Donald Walker</i>
<i>Kathy Rose</i>	<i>Matthew Smith</i>	<i>Joshua Wendl</i>
<i>Thomas Rowan</i>	<i>Courtney Speck</i>	<i>Michael Wilson</i>
<i>Michael Santilli</i>	<i>Michael Swanker</i>	<i>Grant Winney</i>
<i>Lisa Sayre</i>	<i>Francisco Tapia</i>	<i>Gretchen Wolfe</i>
<i>Michael Scarniench</i>	<i>Robin Taylor</i>	<i>Erik Wright</i>

II. In the Name of the GEAUGA COUNTY BOARD OF COMMISSIONERS for the Geauga County Department of Job and Family Services Dept.

Geauga Credit Union Visa – Card ending in 7251
PNC Bank Giant Eagle Visa – Card ending in 9680
Capital One Walmart – Card ending in 3742

Name of Officer(s) or Employee(s) who can use the credit cards ending in the numbers set forth above:

Geauga Credit Union Visa

<i>Gina Gubanyor</i>	<i>Lisa Milgate</i>
<i>Paul Reiman</i>	<i>Alyssa Steinhoff</i>
<i>Craig Swenson</i>	

PNC Giant Eagle

<i>Rex Brobst</i>	<i>Rachael Brown (Tetlow)</i>	<i>Lisa DiFini</i>
<i>Brooke Dowling (Bourdeau)</i>	<i>Amy Fazi (Buresch)</i>	<i>Cassandra Kiharik</i>
<i>Cheryl Morgan</i>	<i>Kelly Thurling</i>	

Capital One Walmart

<i>Leslie Abbuhl</i>	<i>Jillian Barath</i>	<i>Dawn Bates</i>
<i>Rachael Brown (Tetlow)</i>	<i>Natalie Cavolo (Roncagli)</i>	<i>Matt Cebron</i>
<i>Kelly Cinadr (Conroy)</i>	<i>Lauren Clark (Rakocy)</i>	<i>Haley Cruikshank</i>
<i>Brooke Dowling (Bourdeau)</i>	<i>Amy Fazi (Buresch)</i>	<i>Gina Gubanyor (Schultz)</i>
<i>Allie Hulsmann</i>	<i>Molly Johnson</i>	<i>Alex Koppel</i>
<i>Melanie Lacy (Becker)</i>	<i>Heather Martin</i>	<i>Jodi Miller</i>
<i>Kristina Miller</i>	<i>Michelle Moore</i>	<i>Cheryl Morgan</i>
<i>Megan Morton</i>	<i>Faith Peters</i>	<i>Caryn Radcliff</i>
<i>John Roberts</i>	<i>Robin Schwed</i>	<i>Julie Seline (Dwyer)</i>
<i>Amy Tressler</i>		

III. In the Name of the GEAUGA COUNTY BOARD OF COMMISSIONERS for the GEAUGA COUNTY DEPARTMENT ON AGING

PNC Bank Giant Eagle – Visa – Cards ending in 4770, 4812 and 8030

Name of officer(s) or employee(s) who can use the credit cards ending in the numbers set forth above:

PNC Giant Eagle

<i>Christine Bacon (4812)</i>	<i>Duane Bidlack (4770)</i>	<i>Jessica Boalt (4770)</i>
<i>Deana Catucci (4770)</i>	<i>Reba Dykes (4770)</i>	<i>Nathan Gorton (4770)</i>
<i>Hannah Heinz (4770)</i>	<i>Virginia Lester (4770)</i>	<i>Sandy McLeod (4770)</i>
<i>Jeanne Molzon (4770)</i>	<i>Becky O'Reilly (4770)</i>	<i>Jacci Pavlick (4812)</i>
<i>Ellie Rickard (4770)</i>	<i>Karen Stone (4770)</i>	<i>Cathie Wells (4812)</i>
<i>Melissa Wheeler (4770)</i>	<i>Vicki Zanella (4812)</i>	

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BE IT FURTHER RESOLVED that the above referenced credit cards can only be utilized for work-related items that serve a public purpose. By further example, the following is a non-exclusive list of allowable work-related expenditures as set forth in the County Credit Card Use Policy:

- *Office Supplies, furniture, and equipment;*
- *Meals, including reasonable gratuity not to exceed 20%;*
- *Computer supplies;*
- *Building maintenance materials and supplies;*
- *Authorized travel expenses including sales tax for dine in meals and lodging tax if the hotel will not accept the county's sales tax exemption;*
- *Room Service (requires an itemized breakdown/billing);*
- *Fuel purchases approved as part of travel expenses;*
- *Capital equipment with express written permission provided by the Board;*
- *Information Technology hardware, software, and technical support, including subscription services as preapproved by the Geauga County Automatic Data Processing ("ADP") Board;*
- *Postage;*
- *Non-information-technology-related payments to merchants for automatic or recurring charges (e.g., monthly subscription, regular delivery charges) with the Board's pre-approval;*
- *Items related to wards in the care of the State of Ohio if authorized by law;*
- *Securing travel arrangements such as hotel, airfare, and rental cars;*
- *Hotel self-parking fees and toll fees for travel and training;*
- *Registration for training;*
- *Expenditures related to Agency websites as preapproved by the ADP Board;*
- *Client entertainment/recreation/socialization in furtherance of the Agency or department mission and if the purchase is authorized by law; and*
- *Vehicle repair and maintenance*

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

PUBLIC COMMENT

No comments from the public today.

COMMISSIONERS' OFFICE – EXECUTIVE SESSION

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

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

The Board moved into Executive Session at 10:19 a.m. with Ms. Burhenne and Human Resources Administrator Kathy Hostutler. The Board returned at 10:52 a.m. and as a result the following actions were taken:

Motion: by Commissioner Brakey, seconded by Commissioner Spidalieri to approve the revised job description for the position of County Administrator (#1301) to be effective January 14, 2025.

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

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Motion: by Commissioner Spidalieri, seconded by Commissioner Brakey to grant permission to advertise for the position of County Administrator (#1301). This position will remain posted until filled.

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

BOARD DISCUSSION

AIRPORT:

Ms. Burhenne explained that there are two outstanding issues with the Airport. There is the lease agreement for the medical helicopter. We have two versions: one submitted by the Airport and one that was marked up by the Assistant Prosecutor with concerns that protect the interest of the Board of Commissioners. Ms. Brakey asked if we are a party to the agreement, to which Ms. Burhenne stated to the degree that the Board owns the property. Mr. Dvorak added that he had read through the markups and about 50% are valid questions. Mr. Dvorak expressed that some of it is housekeeping, that Ms. LaChapelle and the Airport Attorney, Ms. Matheney, could work through. Mr. Spidalieri expressed that it was very similar to the last lease agreement and is really up to the Airport Board. Mr. Spidalieri expressed that we don't want to lose the asset here in our county of having the helicopter there. There was some discussion on the Board signing the document as an acknowledgement, the length of the agreement and whether the Board would be liable to the agreement. Ms. Blair inquired if the revised insurance certificate had been provided or a full set of executed agreements.

Ms. Burhenne stated that the other outstanding item is the agreement between the Board and the Airport for capital improvements, based on a motion for an encumbrance and expenditure for \$1.33 million for construction of the new hangar. Ms. Burhenne explained that an agreement was drafted, and our APA had significant changes, referencing the previous agreement that was done for the T Hangar that included a twenty-year loan with an expectation of a payback. Mr. Spidalieri expressed that was totally not the agreement that was made, that the funding was to be provided to build the new hangar and the funding that was coming back as a match from the FAA was to stay with the Airport to be used for further projects on the airport. Mr. Spidalieri expressed that there is no difference between this and what the Board chose to do with the Agricultural Society for the poultry barn. Mr. Spidalieri stated that this gives the Airport Authority the ability to construct the hangar and to make future improvements. Ms. Brakey expressed that she was not part of the original agreement, but the changes from the APA are to protect the Commissioners and makes the Airport accountable for how they spend or do not spend the money, which is also more protection for the taxpayers. Ms. Burhenne noted that the agreement she was looking at was a draft and that section 1 does have some accountability. Mr. Spidalieri expressed that he has acted as the liaison and has spent a lot of time with them and he appreciates that the Board had allowed him to present a plan for forward motion to get them some funding, adding that the other watchdog is the FAA over everything they do. Ms. Brakey expressed that she felt the intent was for the hangar, but this is the hangar and anything else they want. Mr. Spidalieri noted that the funding is for the hangar project, and the FAA has funding of about \$565,000.00 towards the project and we agreed to let them keep the difference to be able to use for other improvement projects on the grounds. Ms. Brakey stated that at the end of the day they are getting almost \$1.8 million, to which Mr. Spidalieri noted that in essence they are getting the \$565,000.00, the \$1.33 million is paying for the hangar and that is not coming back. Ms. Brakey stated that even if the redlines are not what the Board wants, they are prudent and protect the taxpayers, we should consider some of these changes as it is a significant investment.

Mr. Spidalieri and Ms. Brakey did not agree on the terms of the agreements and what they felt it should include or not include, to which Ms. Burhenne asked about which agreement they wanted to use. Mr. Dvorak asked which agreement? Ms. Blair asked about not knowing which agreement they had, noting that the version that was submitted by the Airport included them handling the bidding process on the project, and then when Mr. Hess was here in session he mentioned going to out bid through our office. Mr. Spidalieri stated that he will go back and talk to Mr. Hess, and go over the agreement, but asked if Mr. Dvorak agreed to the direction they were headed in December. Mr. Spidalieri added that with the concerns that Ms. Brakey has, we could get to a point of a happy medium, but he feels that we shouldn't be micromanaging the airport. Ms. Brakey expressed that she didn't want to micromanage, but instead wants to make sure the airport is accountable to the Commissioners for spending the taxpayer dollars, and there are protections for the taxpayers in this agreement. Ms. Burhenne offered to sit down with

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Ms. Brakey to get a list of things she wants to see in the agreement, and then maybe work on a meeting to work through this. Mr. Dvorak agreed that the bidding process should go through our office, to make sure the laws are followed, including prevailing wage. There was a brief discussion about the funds not being allowed to be used for salaries and benefits.

SECURITY CAMERAS

Ms. Burhenne asked the Board about additional security cameras on the building covering the parking lots in areas that do not have them, as well as one outside the door to chambers. The Board agreed that additional cameras are needed.

AV EQUIPMENT - CRESTON

Ms. Burhenne also asked about the Creston AV equipment and the frustrations we have had with it, and that to her understanding, ADP is willing to take on responsibility for that if the Board wishes them to. Ms. Brakey expressed that it is for the equipment that was already installed in the building, and this would be to get it up and running and keep it running. Ms. Brakey asked Mr. Antenucci if had anything to add, to which he explained that we have what they consider the band aid option, functional and working, but feel that training will be involved, finding out the configuration and potentially rebuild how it is configured. There was a brief discussion about how the equipment works, and originally, when it was put in, the cameras were working. The system being considered for the Courthouse is up in the air, but training will be helpful.

ACKNOWLEDGEMENTS

- a) *A monthly report filed by the Geauga County Sheriff's Office of an account of expenses for the Inmate meals for the month ending December 2024.*
- b) *A monthly report filed by the Geauga County Sheriff's Office of an account of expenses for the Prisoner Transport for the month ending December 2024 as required by O.R.C. 325.07.*
- c) *The Monthly Inventory Report, Consolidated Investment Portfolio and Obligations and Securities monthly reports filed by the Treasurer's Office for Geauga County for the Month of December 2024 pursuant to ORC 135.35(L).*

OTHER

The Board reviewed upcoming events. Just looking to try and schedule a Geauga Trumbull Solid Waste Management District meeting in February.

MEETINGS

Tue., 1/14 Public Hearing #1 at 9:45 a.m. for the Geauga County Water Management and Sediment Control Regulations, Amended 2025

Mon., 1/20 County Offices will be closed in honor of Martin Luther King Jr. Day. Twenty-four-hour operations will continue to operate as normal.

Thu., 1/23 The Commissioners will hold session at 9:30 a.m.

Tue., 1/28 The Commissioners will hold session at 9:30 a.m. which will include Public Hearing #2 at 9:45 a.m. for the Geauga County Water Management and Sediment Control Regulations, Amended 2025

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BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD

Motion: by Commissioner Brakey, seconded by Commissioner Spidalieri to adjourn the meeting at 11:22 a.m.

Geauga County Board of Commissioners

James W. Dvorak

Carolyn Brakey, Esq.

Ralph Spidalieri

Christine Blair, Commissioners' Clerk

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