

Commissioners' Journal
January 23, 2025

The Geauga County Board of Commissioners met in session on January 23, 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 Spidalieri was absent from today's meeting.*

Commissioner Dvorak read the following prayer:

John 14:6

Jesus said to him, I am the way, the truth, and the life.

No man comes to the father, but by me

Hell is no joke. Jesus came to save you from it

If you believe Jesus is the only way to Heaven.

Amen

FINANCIALS

Acting County Administrator Linda Burhenne reported on financials from January 15, 2025. She noted that Resolution #25-011 included Supplemental Appropriations from the Juvenile Court in its CASA Fund OPERS Account in order to pay for December payroll deductions (The court had employees within the fund in 2024 but nothing for 2025, and OPERS deductions are taken out a month in arrears).

Acting County Administrator approved the financials from January 15, 2025 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 22, 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For the Department on Aging: Rescinded the motion from December 30, 2024 that read: Approved hiring Constance Eyman to the position of Part-time Adult Day Service Assistant (#1041-1) to be effective January 21, 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 condition. Ms. Eyman is unable to begin employment at this time.

For Community and Economic Development: Accepted and Approved the Housing Revolving Loan Fund Program Income Report and the Economic Development Revolving Loan Fund Semi-Annual Report for the period July 1, 2024 through December 31, 2024 and further authorize the electronic submission of these reports.

For Maintenance: Approved the promotion of Connor Loza to the position of Grounds Maintenance Supervisor (31913) to be effective January 19, 2025 at the rate of \$24.74 per hour (Grade 11, Step 1) with a 180 day probationary period.

COMMISSIONERS' OFFICE – AMEND MOTION FROM JANUARY 14, 2025, TO CORRECT THE AMOUNT OF PAYMENT REQUEST #15

Budget and Finance Manager Adrian Gorton explained that we need to make an adjustment for Pay Request #15 for Infinity Construction as the amount of \$1,051,465.26 was incorrect and needs to be corrected to the amount of \$1,050,465.26.

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Motion: by Commissioner Brakey, seconded by Commissioner Dvorak to amend the motion from January 14, 2025 to correct the amount to read: 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 \$1,050,465.26.

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

APPROVE FINANCIALS

Budget and Finance Manager Adrian Gorton explained the financials for today as including Appropriations Transfers to the Sheriff for miscellaneous refunds, reimbursements and web checks that were deposited into the General Fund; Supplemental appropriation in Job and Family Services in the Building and Improvement account for the Children's Services fund for the Youth Center project; Supplemental Appropriation in the Commissioners miscellaneous accounts for Equipment (800 radios for DES and Dog Warden), Contingency, Tax Levies and Assessments, Operating Transfers Out, Capital Transfers (for the Courthouse project) and Reimbursement Transfers; Cash transfer from the General Fund to Court Technology for a portion of their 2025 funding; Cash transfer from the General Fund to Community Development, Metzenbaum and Board of Elections for the 4th Quarter 2024 interest transfer; a Cash transfer from the General Fund to the Board of Developmental Disabilities (DD) for gas well proceeds from October – December 2024, Travel requests for the Auditor's Office, Common Pleas Court and Job and Family Services; a Then and Now for the Common Pleas Court to Family Pride for Therapeutic Behavioral Services that were not previously encumbered; a payment from the Auditor's Office to ISSG Incorporated for year 2 of the master services agreement for the County's property management software in the amount of \$246,800.00; a payment for the Commissioners' Office to Ravenwood Mental Health Center for 1st quarter Youth Center Operations in the amount of \$104,105.00; a payment for the Commissioners' Office to Infinity Construction Company for pay request #15 of the Courthouse Expansion Project in the amount of \$1,050,465.26, and a payment for Maintenance to Middlefield Farm and Garden for a replacement Kubota tractor in the amount of \$33,964.75.

Commissioner Brakey inquired about the gas well proceeds, to which Mr. Gorton explained that there are several gas wells located on other properties. However, the agreement with the Board of DD is that we provide the proceeds to them. The amount fluctuates based on use, but we do receive proceeds every month and we transfer quarterly to DD. Mr. Gorton added that there is also, a well on the fairgrounds, and we distribute those proceeds yearly. Mr. Dvorak asked for a list of all the gas wells, where they are located and the proceeds.

Motion: by Commissioner Brakey, seconded by Commissioner Dvorak to approve and execute Resolution #25-012 itemizing the financials for the meeting of January 23, 2025.

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

COMMISSIONERS' OFFICE – AMEND MOTION FROM JANUARY 14, 2025, TO INCLUDE WATER RESOURCES – REVISED ACCOUNTING AND PAYROLL AUTHORIZATION FORMS

Mr. Gorton asked the Board to amend the motion from last week to include Water Resources, as they were inadvertently left off the motion.

Motion: by Commissioner Brakey, seconded by Commissioner Dvorak to amend the motion from January 14, 2025 to include Water Resources to read: 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, Maintenance and Water Resources.

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

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COMMISSIONERS' OFFICE – REQUEST COUNTY AUDITOR TO DISTRIBUTE BALANCE OF DOMESTIC VIOLENCE FUND TO WOMENSAFE

Mr. Gorton asked the Board to request the Auditor to distribute the balance in the Domestic Violence Fund to WomenSafe. Ms. Brakey brought up concern on the timing of the application being submitted in the end of December and not by October 1 in accordance with the Ohio Revised Code. Mr. Gorton expressed that according to the code, if we have multiple Shelters, it would be necessary to review applications and make a determination of how to distribute the funds, but we only have on domestic violence shelter.

Motion: by Commissioner Brakey, seconded by Commissioner Dvorak to request the County Auditor to distribute the balance in the Domestic Violence Fund (2070) to Womensafe, the local agency designated by the Commissioners to receive such monies. This allocation is to be paid pursuant to Section 3113.34 of the O.R.C. for the 2024 year, in the amount of \$13,002.69.

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

AIRPORT AUTHORITY – GRANT CONTRACT UNDER FY2025 OHIO AIRPORT IMPROVEMENT PROGRAM MATCHING GRANT APPLICATION – GENERAL AVIATION AIRPORTS – OHIO DEPARTMENT OF TRANSPORTATION, OFFICE OF AVIATION – MATCH ON THE FAA PARALLEL TAXIWAY PROJECT

Airport Manager Ric Blamer asked the Board to authorize the President to execute the matching grant for Ohio Department of Transportation (ODOT) Office of Aviation for the parallel taxiway project. Ms. Brakey asked if this had been previously approved, to which Mr. Blamer noted that this was the final piece the funding. Mr. Dvorak added that the County portion is \$176,365.00 as well and that the FAA was providing \$3.1 million towards the project.

Motion: by Commissioner Brakey, seconded by Commissioner Dvorak to approve and authorize the President of the Board to execute the Grant Contract under the FY2025 Ohio Airport Improvement Program Matching Grant Application for General Aviation Airports between the Geauga County Airport Authority and the Ohio Department of Transportation, Office of Aviation for FAA Project #3-39-0054-028-2024 Construct Parallel Taxiway A pavement and LED Lighting phase 2/2 in the amount of \$176,365.00 (ODOT Match of the project).

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

Ms. Brakey, as a new Commissioner, asked Mr. Blamer to explain to her like a fifth grader how the average Geauga resident benefits from the airport. Mr. Blamer stated that the number one way is the University Hospitals Airmed helicopter that is based at the airport, along with an ambulance, that benefits the whole county. Mr. Blamer explained that they offer several events to bring the community in to experience the airport, including pancake breakfasts and giving free airplane rides to the kids, along with programs, like school tours. The airport is currently working with the ACE Academy through Cardinal Schools to put together an aviation program for them.

COMMON PLEAS – JUVENILE / PROBATE COURT – APPROVE SUBMISSION OF A REQUEST FOR A CREDIT LINE INCREASE – GEAUGA CREDIT UNION

Ms. Brakey noted that the Juvenile Court did provide an explanation, and it appears that CASA is part of the department and when they are attending training and include their GAL's (guardian ad litem) it can exceed the current \$6,000.00 limit. Ms. Brakey added that the Commissioners are not granting the increase, but rather approving the request to submit the request for the increase.

Motion: by Commissioner Brakey, seconded by Commissioner Dvorak to approve the submission of a request to the Geauga Credit Union for a credit line increase from \$6,000.00 to \$20,000.00.

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

DEPARTMENT ON AGING – RESOLUTION – CERTIFICATE OF NEED AS AUTHORIZED BY O.R.C. 5705.05, .19, .191, .194, .21, .26 – RENEWAL OF 1.0 MILL LEVY – PURPOSE OF PROVIDING OR MAINTAINING SENIOR CITIZENS SERVICES OR FACILITIES

Director Jessica Boalt and Duane Bidlack, Fiscal Officer, presented the request to approve the resolution for the Certificate of Need for the renewal of the 1.0 Mill levy for the purpose of providing or maintaining senior citizen services or facilities. Ms. Boalt explained that the levy was first approved in 1995 as a 1 Mill levy, was replaced in 2009 by a 1 Mill levy, was renewed in 2014 with collection starting in 2016, and was renewed again in 2020, with collection in 2021. This is the last year of collection of that levy. Ms. Boalt asked the Board to be able to put on the ballot in May, which is a renewal, not a new tax, at 1 Mill. If approved, this levy would be collected beginning in 2026.

Ms. Brakey asked about the cash carryover, to which Ms. Boalt stated that the unencumbered cash carryover was \$2,336,533.14, which was about \$400,000.00 more than initially anticipated, due to additional grant funds received from the Western Reserve Area Agency on Aging. Ms. Brakey explained that her initial concern is the cost of the putting this on the ballot in May verses November, as it is more expensive in May with less issues on the ballot. Ms. Boalt explained that she had spoken to the Board of Elections about the cost, and it was noted that the State pays for their issue and if additional issues are added, the amount is then split, but it looks to be around \$30,000.00. Ms. Brakey expressed that she would prefer to see these in November, and to see the departments get ahead of expiring levies. Ms. Brakey added a comment about a change in the law about how employees can advocate or not for levies. Ms. Boalt noted that Ms. LaChapelle provided a do's and don'ts of what can and should not happen. Ms. Boalt noted that this levy is anticipated to bring in \$3,263,885.00 and a total revenue of \$4,109,135.00 which makes the levy funding about 79% of the department's budget. They do receive grant funding, which is about 14% of the budget. However, those are reimbursement grants, so the employees and services have to be in place. There is also a cash match required for grants, and is about 15% for human social services and 25% for the Alzheimer programs. The additional amount of about 6.5% is fees and donations, which the fees are for outings, which is a type of pay to play. Mr. Bidlack explained the coverage is based on the coordinator and the type of expense, if the amount is in the budget, they can cover, otherwise the whole cost is requested to be paid by the participant. There was discussion about out of county seniors attending, to which it was noted that they have a membership fee and are on the wait list until all Geauga seniors have the opportunity to attend or participate.

Motion: by Commissioner Brakey, seconded by Commissioner Dvorak to approve and execute Resolution #25-013 Certificate of Need as Authorized by O.R.C. 5705.03, .19, .191, .194, .21, .26 for renewal of the 1.0 mill levy for the purpose of providing or maintaining senior citizens services or facilities.

Board of County Commissioners, Geauga County, Ohio

Date: January 23, 2025
Resolution: #25-013

CERTIFICATE OF NEED
AS AUTHORIZED BY O.R.C. 5705.03, .19, .191, .194, .21, .26

The Board of County Commissioners of Geauga, State of Ohio, met in regular session on the 23 day of January, 2025, commencing at 9:30 a.m. at the Commissioners' Meeting Room, 12611 Ravenwood Drive, Room B303, Chardon, Ohio, 44024, with the following members present:

<i>Carolyn Brakey, Esq.</i>	<i>James W. Dvorak</i>	<i>Ralph Spidalieri</i>
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The Clerk advised the Board of County Commissioners that the notice requirements of Ohio Revised Code § 121.22 and the implementing rules adopted by the Board thereto were complied with for the meeting.

Commissioner Brakey moved for the adoption of the following resolution:

WHEREAS, the Board of County Commissioners of Geauga County, Ohio has determined the amount of taxes which may be raised within the ten-mill limitation by levies on the current tax duplicate will be insufficient to provide an adequate amount for the necessary requirements of the Geauga County Department on Aging, and that it is necessary to levy a tax in excess of such limitation for the purpose of providing or maintaining senior citizens services or facilities as authorized by section 307.694, 307.85, 505.70, or 505.706 or division (EE) of section 717.01 of the Revised Code in Geauga County, Ohio as provided and authorized in Ohio Revised Code § 5705.19(Y); and

WHEREAS, the levy is at a rate of 1.0 mill for each one dollar of taxable value, for a period of five years and is a renewal levy which is a renewal of an existing 1.0 mill levy first voted on in 2009; and

WHEREAS, the ballot measure shall be submitted to the entire territory of Geauga County and the tax shall be levied on the entire territory of Geauga County and within Geauga County;

WHEREAS, the levy is to be placed on the ballot at the election held on May 6, 2025, and shall first be levied in tax year 2025 and begin collection in 2026.

BE IT RESOLVED that the Board of Commissioners of Geauga County, Geauga County, Ohio, that based on the foregoing and pursuant to Ohio Revised Code § 5705.03 (B), said Board hereby certifies this Resolution to the Geauga County Auditor and requests that the County Auditor certify back to the Board of Commissioners the amounts described in R. C. 5705.03(B)(2) that would be generated by the levy proposed herein.

BE IT FURTHER RESOLVED this Board finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board and of any committees that resulted in those formal actions were in meetings open to the public, in compliance with the law, including Ohio Revised Code § 121.22.

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

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

COMMUNITY AND ECONOMIC DEVELOPMENT – OHIO DEPARTMENT OF DEVELOPMENT / OFFICE OF COMMUNITY DEVELOPMENT ORGANIZATION CONTACTS FORM (OCEAN USERS)

Program Coordinator Elaine Malkamaki asked the Board to authorize the President to execute the organization contacts form for OCEAN Users, which is a website that they use to apply for and maintain grants. This change is just removing Mr. Morgan and adding Ms. Burhenne and if interested could include a commissioner. Ms. Brakey asked for clarification, to which Ms. Malkamaki explained they were asking for permission to execute the form to make the updates.

Motion: by Commissioner Brakey, seconded by Commissioner Dvorak to approve and authorize the President of the Board to execute the Ohio Department of Development /Office of Community Development Organization Contacts Form (OCEAN users) which is used to apply for and maintain grants.

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

DEPARTMENT OF JOB AND FAMILY SERVICES – RE-APPOINT / APPOINT MEMBERS TO THE FAMILY SERVICES PLANNING COMMITTEE

Director Craig Swenson asked the Board to approve the re-appointment of the Board members to the Family Services Planning Committee that are an advisory board to Job and Family Services. This board meets quarterly and the JFS staff highlight for them what has occurred, includes reports and changes that they anticipate coming. Mr. Swenson expressed that many of these people are the “who’s who” of the services that impact JFS. Mr. Swenson noted that Mr. Dvorak is a new appointment to the board, and it will be a learning opportunity. Mr. Swenson expressed that Ms. Brakey has been concerned about how these individuals come to be on the Board, and if they want additional information he could provide, but asked the Board to consider appointing the Board and if they need to look for changes that can happen down the road.

Motion: by Commissioner Brakey, seconded by Commissioner Dvorak to 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.

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

Motion: by Commissioner Brakey, seconded by Commissioner Dvorak to appoint James W. Dvorak to serve on the Family Services Planning Committee for a one-year term, January 1, 2025 through December 31, 2025.

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

DEPARTMENT OF JOB AND FAMILY SERVICES – RE-APPOINT AMY BURESCH – OHIO CHILDREN’S TRUST FUND CHILD ABUSE AND CHILD NEGLECT REGIONAL COUNCIL

Mr. Swenson explained that Ms. Buresch currently serves on the council, which is the Great Lakes Regional Council. This is the only agency that receives preventative funds from the State that go to serve child abuse and prevention. This council is divided up into groups throughout the state. Each county has a representative, and Ms. Buresch is the longest social worker on staff. Mr. Swenson noted that they get a vote on the proposals that are the best for prevention, and those that get the most votes, get the funding. Ms. Brakey asked for the types of programming they fund, which include education, parenting practices, employment related, and

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stress reduction programs. The council ensures that all the counties receive funds through agencies like Catholic Charities and Ravenwood.

Motion: by Commissioner Brakey, seconded by Commissioner Dvorak to approve and re-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.

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

DEPARTMENT OF JOB AND FAMILY SERVICES – RESOLUTION – CERTIFICATE OF NEED AS AUTHORIZED BY O.R.C. 5705.03, .07, .19, .191, .24, .25, AND 26 – RENEWAL OF 0.5 MILL LEVY – SUPPORT OF CHILDREN SERVICES AND CARE AND PLACEMENT OF CHILDREN

Mr. Swenson explained that he had provided some information to the Board that showed where Job and Family Services is on its levies. He had tried to go out for this levy in the fall, but it was denied by the State. Mr. Swenson is mindful of the cost of putting the levy on in May, but feels it is worth it since we only have so many chances. Job and Family Services is served by two levies, (1) a 0.7 Mill levy that is qualified, (an old levy that is a lessor burden to the taxpayers), and this is (2) a 0.5 Mill levy that was originally passed in 2015 and is the subject of the current discussion. Mr. Swenson explained that back in 2016, JFS was about \$400,000.00 from going bankrupt in the public children's services account. These are all the funds that can go towards children's services, and the levies are 80-90% of the whole operating funds for children's services. This includes the placement of youth not just in Geauga County but also the other locations that we need them to go. Mr. Swenson explained that the new Youth Center will be amazing; the current facility holds seven children, and the new facility will go up to seventeen. The new facility will be a cost savings. The current Ravenwood fee is about \$270 per child per day and others can be up upwards to a \$1,000 a day.

Mr. Swenson explained that JFS's current cash balance, as of December 2024, is \$7.7 million of which \$6 million of that is for the Youth Center costs. He is hopeful for a \$1 million grant from the state, to help with that, which takes them down to less than \$2 million, and it still makes him nervous if you look at the monthly amounts that can swing \$700,000.00 in a single month just based on how their costs are. Mr. Swenson noted that they have been saving for this project. Ms. Brakey asked if the grant had been applied for, to which Mr. Swenson expressed that it was done through the Commissioner's office and is a reimbursement grant. Job and Family has already paid a few architect bills already. Mr. Swenson noted the current estimate is about \$5.3 million and as we know how construction goes; we are hoping we can stay within budget. Ms. Brakey asked about how much as been spent so far, to which Mr. Swenson it has been minimal.

Ms. Brakey asked about this levy being suppressed the last few years, to which Mr. Swenson that he is very much transparent and a good steward of taxpayer dollars and will not collect the levy unless they have too. Mr. Swenson stated that with children's services, there are waves in services. There were increases in services during the opioid crisis. Then during COVID, JFS saw less expenses because people did not attend appointments and so people were not laying eyes on children, and there were far less referrals. Mr. Swenson expressed that we are thankful for the levies and we need it. We also suppressed the levy last year, as a savings to the taxpayers, but the Board of Commissioners made them whole, due to the increase in property values, but the General Fund did see an increase. Ms. Brakey asked about what we are seeing now, to which Mr. Gorton noted that the Budget Commission suppressed the children's service levy again by \$1 million and we will see that affect and will make them whole again through the General Fund. Mr. Swenson noted that this is reviewed every year and if we must suppress it again, we will; it's not just that we are putting it on again for five years, but it will depend on need. This levy is not qualified, however the other levy we will look at in the fall is qualified.

Motion: by Commissioner Brakey, seconded by Commissioner Dvorak to approve and execute Resolution #25-014 Certificate of Need as Authorized by O.R.C. 5705.03, .07, .19, .191, .24, .25, and .26. for renewal of the 0.5 mill levy for the support of children services and the care and placement of children.

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Board of County Commissioners, Geauga County, Ohio

Date: January 23, 2025

Resolution: #25-014

CERTIFICATE OF NEED
AS AUTHORIZED BY O.R.C. 5705.03, .07, .19, .191, .24, .25 and .26

The Board of County Commissioners of the County of Geauga, State of Ohio, met in regular session on the 23rd day of January, 2025, commencing at 9:30 a.m. at the Commissioners' Meeting Room, 12611 Ravenwood Drive, Room B303, Chardon, Ohio, 44024, with the following members present:

Carolyn Brakey, Esq.

James W. Dvorak

Ralph Spidalieri

The Clerk advised the Board of County Commissioners that the notice requirements of Ohio Revised Code §121.22 and the implementing rules adopted by the Board thereto were complied with for the meeting.

Commissioner Brakey moved for the adoption of the following resolution:

WHEREAS, the Board of County Commissioners, after providing the normal and customary percentage of the total general fund appropriations for the support of children services and the care and placement of children, has determined that the amount of taxes which may be raised within the ten-mill limitation by levies on the current tax duplicate will be insufficient to provide an adequate amount for the support of such children's services, and that it is necessary to levy a tax in excess of such limitation for the purpose of any operating or capital improvement expenditure necessary for the support of children services and the care and placement of children as provided and authorized in Ohio Revised Code §5705.24; and

WHEREAS, the levy is at a rate of 0.5 mill for each one dollar of taxable value, for a period of five (5) years and is a renewal of an existing levy first voted on in 2015; and

WHEREAS, the ballot measure shall be submitted to the entire territory of Geauga County and the tax shall be levied on the entire territory and within Geauga County;

WHEREAS, the levy is to be placed on the ballot at the election held on May 6, 2025, and shall first be levied in tax year 2025 and begin collection in 2026.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners of the County of Geauga, State of Ohio, that based on the foregoing and pursuant to Ohio Revised Code §5705.03(B), said Board hereby certifies this Resolution to the Geauga County Auditor and requests that the County Auditor certify back to the Board of County Commissioners the

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amounts described in Ohio Revised Code §5705.03(B)(2) that would be generated by the levy proposed herein.

BE IT FURTHER RESOLVED this Board finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board and of any committees that resulted in those formal actions were in meetings open to the public, in compliance with the law, including Ohio Revised Code §121.22.

Commissioner Dvorak seconded the motion.

Upon roll call on the adoption of the resolution, the vote was as follows:

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

DEPARTMENT OF JOB AND FAMILY SERVICES– APPROVE REVISIONS TO GEAUGA COUNTY JOB AND FAMILY SERVICES PERSONNEL POLICY AND PROCEDURE MANUAL – UPDATING SECTION 7.5 AND SECTIONS 2.7, 3.16, 4.1, 4.2, 6.12 AND 9.3

Mr. Swenson explained that JFS has a separate Policy and Procedure Manual, and while a lot of them mirror each other, however due to the different types of funding JFS receives, they need to be separate. Mr. Swenson stated that he worked with Ms. Burhenne on the credit card policy and they have formatted it into their policy and procedure manual. The next revisions are tweaks, including a typo, an address change, and are very minor but since we are updating the policy, we are just asking to do them all at the same time.

Motion: by Commissioner Brakey, seconded by Commissioner Dvorak to approve revisions to Section 7.5 Use of Agency Credit Cards (adopting the new Geauga County Credit Card Policy) of the Geauga County Job and Family Services Personnel Policy and Procedure Manual to be effective January 23, 2025.

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

Motion: by Commissioner Brakey, seconded by Commissioner Dvorak to approve revisions to Sections 2.7 Probationary Period, Section 3.16 Smoking Policy, Section 4.1 Classification and Compensation Plan, Section 4.2 Employee Recognition Program, Section 6.12 Request for Prior Public Service Verification form and Section 9.3 Guide to Employee Personnel Records and Documents Management of the Geauga County Job and Family Services Personnel Policy and Procedure Manual, to be effective January 23, 2025.

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

COMMISSIONERS' OFFICE – EXECUTIVE SESSION

Motion: by Commissioner Dvorak, seconded by Commissioner Brakey to move into Executive Session for the purpose of discussing matters related to security.

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

The Board moved into Executive Session at 10:25 a.m. with Ms. Burhenne, Mr. Swenson and Director Glen Vernick. The Board returned at 10:42 a.m. and no action was taken.

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MAINTENANCE – AGREEMENT – PROFESSIONAL DESIGN SERVICES – CT CONSULTANTS, INCORPORATED / VERDANTAS ARCHITECTURE, INCORPORATED – REMODELING OF BASEMENT SPACE AT COURTHOUSE ANNEX BUILDING

Project Manager Charles Tkach asked the Board to approve the agreement with CT Consultants Incorporated / Verdantas Architecture for the remodel of the basement space of the courthouse annex building. Ms. Brakey asked what was included and anticipated cost of the project, to which Mr. Tkach stated that this is the just engineering, and we don't know exact cost yet, but could give a range of \$150-\$350,000.00, to account for the impact of the new bathroom which includes plumbing, HVAC expanded, and the ceiling raised, but they are trying to reconfigure the space to keep the cost down.

Motion: by Commissioner Brakey, seconded by Commissioner Dvorak to approve and execute the Agreement for Professional Design Services with CT Consultants, Incorporated / Verdantas Architecture, Incorporated to provide professional design and contract administration services related to remodeling approximately 1,160 square foot of basement space in the Geauga County Courthouse Annex Building in an amount not to exceed \$36,000.00.

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

DEPARTMENT OF WATER RESOURCES – AGREEMENT TO EXTEND CONTRACT EXECUTION DATE – MCFARLAND CREEK WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT

Director Nicholas Gorris asked the Board to approve the agreement to extend the contract execution date by sixty days, due to the EPA timeline approval of the loan.

Motion: by Commissioner Brakey, seconded by Commissioner Dvorak to approve and authorize the President of the Board to execute the Agreement to Extend Contract Execution Date pursuant to R.C. 153.12 for the McFarland Creek Wastewater Treatment Plant Improvement Project, extending the date of execution sixty days through April 3, 2025.

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

DEPARTMENT OF WATER RESOURCES – SERVICE CONTRACT AGREEMENT – BISSNUSS, INCORPORATED

Mr. Gorris asked the Board to approve the service contract with BissNuss, Incorporated for service and installation on telemetry and control systems, they have the expertise to adjust timings and so forth. Mr. Gorris added that the employees currently at the sites are working to learn how to do those adjustments.

Motion: by Commissioner Brakey, seconded by Commissioner Dvorak to approve and execute the service Contract Agreement with BissNuss, Incorporated to perform Maintenance service and installation of all telemetry and control systems, including meter calibration at various wastewater and water district facilities within the department for a one-year period, effective January 23, 2025 in an amount of \$15,000.00 (\$5,000.00 wastewater and \$10,000.00 water district).

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

COMMISSIONERS' OFFICE – GRANT PERMISSION TO HOLD PUBLIC HEARING – PROPOSED RE-EMPLOYMENT OF RETIRED REHIRANT, DAN SPADA – CHIEF BUILDING OFFICIAL

Ms. Burhenne asked the Board to grant permission to hold a public hearing regarding the proposed re-employment of retired rehirant.

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Motion: by Commissioner Brakey, seconded by Commissioner Dvorak to grant permission to hold a Public Hearing regarding the proposed Re-Employment of Retired Rehirant, Dan Spada to the position of Chief Building Official (#1101). This Public Hearing will be held on Tuesday, March 11, 2025, at 10:00 a.m. Notice of this Public Hearing will be advertised on January 30, 2025, and on the County website.

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

COMMISSIONERS' OFFICE – APPROVE ADDITION OF GRADE E19 – EXECUTIVE PAY TABLE

Motion: by Commissioner Brakey, seconded by Commissioner Dvorak to approve the addition of Grade E19 to the Executive Pay Table, to be effective January 23, 2025.

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

COMMISSIONERS' OFFICE – APPOINT ADAM LITKE, ALTERNATE FOR JAMES W. DVORAK – GEAUGA TRUMBULL SOLID WASTE MANAGEMENT DISTRICT POLICY COMMITTEE

Motion: by Commissioner Dvorak, seconded by Commissioner Brakey to appoint Adam Litke as Alternate for James W. Dvorak to the Geauga Trumbull Solid Waste Management District Policy Committee for the Year 2025.

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

BOARD DISCUSSION

NOACA Committee and Subcommittee Appointments

Clerk Christine Blair explained that as Commissioners, they can decide which committee or subcommittee that they prefer to sit on, and if there are changes, then you just need to notify NOACA prior to the Roster approval at the first meeting. Ms. Brakey asked for some changes that would put an Engineer on Planning and Programming committee and would move Mr. Spidalieri's position to the Policy committee, and she wants to be taken off Equity. NOACA's meeting is tomorrow, so we just need to let them know by the end of today. Ms. Blair inquired about Economic Development and Ms. Brakey recommended Gina Hofstetter to that Board.

Motion: by Commissioner Brakey, seconded by Commissioner Dvorak to appoint Gina Hofstetter to the NOACA Economic Development Subcommittee.

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

Procedure for filling Board Appointments

Ms. Burhenne explained that Ms. Brakey would like to develop a process for filling Board Appointments and that it may take some time. Mr. Dvorak expressed that he likes to reach out those in the county, allowing for applications to be submitted and then the Board chooses to make the appointment. Ms. Burhenne added that she is suggesting advertising three months in advance of the term expiration, in a variety of channels and platforms. Ms. Brakey was just putting some ideas out there but feels like there should be a procedure to get the board positions advertised so people have an opportunity to apply. There was some discussion on getting a procedure in place, and how things have changed over the years on how things were being done versus what we have been doing.

Mr. Dvorak inquired about looking to what Medina does, as it goes by land population and possibly restructure next year. Ms. Blair noted that Geauga County only has three seats based

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on population, and that is written into NOACA rules and regulations, which when the Board could not get that changed, the Engineer started being an alternate for a commissioner.

Public Comment Policy

Ms. Burhenne explained that there is a proposed policy for public comment during the Commissioners meeting, adding that it has been considered over time, but nothing ever adopted. Ms. Burhenne expressed a concern over sticking to two minutes because, then you have to stick to two minutes. Ms. Burhenne briefly did an overview of the policy, that includes a request to speak, state their name and address and that they refrain from disorderly or disruptive conduct. This is just something to consider. Ms. Brakey stated that most of the time we don't need a policy, but when something big comes up, it is better to have a policy that will be implemented and predictable. Mr. Dvorak expressed that they wished to have a full board before voting. Ms. Brakey added that she did speak with the Prosecutor's Office about the law on limiting to comment by people that are only from Geauga County. Ms. Brakey expressed that during the meeting on December 27 there were several commenters that didn't live in the county, and it is not necessary, but the commissioners could limit comment at a large meeting by making a motion to limit that before opening up the public comment section. It was discussed about posting the policy on the website and in chambers.

Ms. Blair explained that she reached out to Ms. Noah from the Fair Board about the changes in the poultry barn project from one building to two buildings and getting some information on what her Board has chosen to do, so we can work on getting the resolutions updated. The Bond is still being worked on as well and are hopeful to move forward on the 4th, but not guaranteed.

PUBLIC COMMENT

A local resident made a comment in reference to a previous meeting.

ACKNOWLEDGEMENTS

- a) A weekly report filed by the County Dog Warden of all dogs seized, impounded, redeemed or destroyed for the weeks ending December 18, 2024, December 25, 2024, January 1, 2025, January 8, 2025 and January 16, 2025 as required by O.R.C. 955.12.*
- b) The Annual Statement of Unpaid Fees for the calendar year 2023 filed by the Sheriff's Office of an accurate account of all fees, costs, penalties, percentages, allowances and prerequisites that have remained unpaid for more than one year pursuant to ORC 325.31.*

OTHER

The Board reviewed upcoming events.

MEETINGS

- Mon., 1/27 Family First Council, 1:30 p.m., County Office Building, 12611 Ravenwood Drive, Room B168/167*
- 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*
- Tue., 2/4 The Commissioners will hold session at 9:30 a.m.*
- Tue., 2/11 Planning Commission, 7:30 a.m. County Office Building, 12611 Ravenwood Drive, Room A334*
- Tue., 2/11 The Commissioners will hold session at 9:30 a.m.*
- Wed., 2/12 Board of Revision, 9:00 a.m. Auditor's Appraisal Conference Room*

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BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD

Motion: by Commissioner Brakey, seconded by Commissioner Dvorak to adjourn the meeting at 11:04 a.m.

Geauga County Board of Commissioners

James W. Dvorak

Carolyn Brakey, Esq.

Ralph Spidalieri

Christine Blair, Commissioners' Clerk

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