

COMMISSIONERS MEETING – MONDAY, DECEMBER 20, 2004

Sharon A. Ray called the meeting to order at 9:30 a.m. with Patricia G. Geissman and Stephen D. Hambley present.

The meeting opened with the Pledge of Allegiance and a Prayer.

At the beginning of the meeting the oral reading of the December 2 and December 6 minutes was dispensed with. Each Commissioner has read them personally. Mrs. Geissman moved to approve the minutes; Seconded by Mr. Hambley. There was no discussion. Roll Call showed all Commissioners voting AYE.

Doug King, Administrative Assistant in the County Engineer's Office, presented resolutions approving the final plats for Elite One Subdivision and Autumn Wood Subdivision Phase 3 in Brunswick Hills Township and approving the use of Subdivision Drainage Maintenance Fund for repair work in Hickory Woods Subdivision in Medina Township. Mrs. Geissman moved to approve the 3 resolutions; Seconded by Mr. Hambley. There was no discussion. Roll Call showed all Commissioners voting AYE.

Commissioners reviewed the weekly permits list.

Chris Jakab, Finance Director, presented and reviewed resolutions amending the appropriations by transferring and increasing appropriations, various fund transfers, creation of Office for Older Adults Passport Fund, revenue adjustments for various funds, expenditure adjustments for various funds, authorizing the Transit Department to dispose of surplus transit vehicles by sealed bid auction, and the weekly bills in the amount of \$5,560,324.38. Most of the appropriation transfers deal with year-end personnel costs. Transfers included covers the coats for operations, a FEMA payment received for costs incurred by the County Engineer, and assistance with the Medicaid match for children in the care of JFS and the ADAMH Board. The Passport Fund creation is set up per an agreement with the Western Reserve Area Agency on Aging (WRAAA) for enhancing funding for the home-delivered meals program. The Transit vehicles being sold by sealed bid auction are being replaced by 5 new vehicles. The proceeds from the auction will go towards Transit's operational costs. The large total on the bill pages is due to the semi-annual OWDA payments. Mrs. Geissman moved to approve the 13 resolutions and payment of the bills; Seconded by Mr. Hambley. There was no discussion. Roll Call showed all Commissioners voting AYE.

Gary Berkowitz, Human Resources Director, presented and reviewed the personnel resolution. Mrs. Geissman moved to approve the personnel changes; Seconded by Mr. Hambley. There was no discussion. Roll Call showed all Commissioners voting AYE.

Gary presented 2 resolutions approving extension of the collective bargaining agreements with Service Employees International Union, District 1199 and Local 47 representing full time Maintenance employees and Sanitary Engineer's operators. This is to extend the agreements beyond the expiration date of December 31 and to continue them until agreements can be reached. Mrs. Geissman moved to approve the extensions; Seconded by Mr. Hambley. There was no discussion. Roll Call showed all Commissioners voting AYE.

Gary presented resolutions approving the removal of an employee of the County Home, the Building Department, and the Transit Department. Mrs. Geissman moved to approve the removals; Seconded by Mr. Hambley. There was no discussion. Roll Call showed all Commissioners voting AYE.

John Stricker, County Administrator, and Ken Hotz, Sanitary Engineer, had no resolutions today.

Mike Pataky, Child Support Enforcement Agency Director, reported that he has been attending meetings to review updates and to look at ways of improving ratings within the State for more incentive dollars to move into the State from the federal level. At the last meeting they decided to start looking at other states. Pennsylvania has a similar caseload structure and they

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consistently receive better ratings than Ohio. A team will be going to PA to get ideas to improve county ratings by improving services statewide, which will result in more incentive funding from the federal level. He reported that he has also been working with Chris Jakab on the annual contracts with the Prosecutor's Office, Domestic Relations Court and the Clerk of Courts. These need to be in place by the end of the year.

Art Verdoorn, Building Official, presented and reviewed the November report. Their office has been staying busy. There are a lot of people wanting to get into their new homes before Christmas, which has resulted in numerous final inspections and re-inspections. In November there were 78 new home permits versus 62 permits last November. The year-to-date figures almost duplicate the activities in both residential and commercial. If they continue as they have through the remainder of December they will have a record year and he anticipates a repeat for next year. It was noted that the costs for new homes continues to rise, and he responded that their fees are based on the square footage. The increase in costs is an indication of increased footage on new homes as well as for additions.

The meeting was opened for public comment and there was no one present wishing to comment.

Ms. Ray presented a liquor permit license transfer notice for information purposes. This is for Hammers Bar & Grill in Brunswick Hills Township.

The Clerk read the resolution to allow expenses of county officials. Mrs. Geissman moved to allow the expenses; Seconded by Mr. Hambley. There was no discussion. Roll Call showed all Commissioners voting AYE.

Ms. Ray noted that the Board will move into their discussion session, which will be followed by an Executive Session.

Mr. Hambley moved to recess into Executive Session at the end of the meeting to discuss personnel/appointment, compensation and discipline and for pending & imminent litigation; Seconded by Mrs. Geissman. There was no discussion. Roll Call showed all Commissioners voting AYE.

The meeting recessed at 9:52 and reconvened at 9:56 a.m. for the discussion session.

John Burke, Treasurer, Nancy Abbott, Recorder, and Joan Heller, Auditor's representative, were present to discuss office space needs.

John B. stated that some issues need to be addressed regarding space for his office. They have records that need to be moved to the Administration Building. His space has decreased since 1995 in the office as well as in the vault area where they have records retention. Their duplicates and paper documents are up 26% in the last 10 years and will probably be up the same in the next 10 years. Unlike Recorders, Treasurers keep the records in paper form and aren't putting everything into digital form.

Nancy noted that the law doesn't recognize digital and that they have to keep everything in microfilm.

John B. stated that Treasurers don't have the requirement for microfilming either. He further stated that they have been using their small conference room for the encoders because they make too much noise to be used in the main area. They have 2 encoders going during collection and one going every day for about half a day during other times. The conference room was not only set up for conferencing but for the delinquent tax collectors to meet with people that can be very irate about their back taxes and the fact that their property is going to Sheriff's sale. His office also needs additional computers. They are going to expand or change the old Atek system that's 22 years old and more space will be needed for that. They have 1 file server used for PC connections and connection to the backbone. Security is an issue as well, noting that

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his records are to be kept under lock & key. His only access to one computer requires him to go through the Auditor's Office and the records in the vault aren't always locked. He would like access to the one computer to be able to hook up additional terminals if needed or to replace one that is down. His office has a printer in the vault area not being used because they can't get the line across the wall. At this time the Auditor runs all of their reports and he would like the ability to do their own printing and have the same day turn-around on their reports. The office space is limited for his employees, especially during collections when part time help is brought in; plus he is planning the addition of a delinquent tax collector. In review of employee space, his office has less square footage per person than any other department in the building. Treasurer offices shouldn't be split because of the cash and checks handled and they don't want to be moving those around public hallways. His proposal is to extend his office along the same end of the building by knocking a hole into the computer room. He understands that the network computer is located in that area and it would not cause any problem by staying in that location and he would give Mirifex access since they manage that computer. He could move computers into that area as well as the encoders.

Through questioning, John Stricker agreed this will involve moving Data (Auditor's) to Balcony Room A and that renovation will basically be adding a doorway for extension of the Treasurer into the computer room. This will make the Treasurer's Office contiguous and the Auditor will eventually get the third floor space that is being vacated by the Recorder's move to the first floor. Costs have not been determined to move Data to the third floor.

Through questioning, Nancy stated that the corner office will be used for some storage and for the title people.

Joan stated that she is not convinced Balcony Room A is big enough for their 18 servers, 2 printers, burster, decollators, and a full time (Larry Jackson) & part time employee. The burster and decollators cannot be kept in the same room as the servers because of the dust they create. She believes that when Tax Maps put in their enclosed addition the cost was \$18,000. She also noted that they will need a separate air conditioning unit.

Through discussion it was noted that the square footage of the balcony room is less than the 2 rooms Data currently has on the first floor, but the 2 rooms are not being proposed for use by the Treasurer at this time. The closet area could be used as a separate conference room. Joan noted that it wouldn't make a difference to them having their operations on 2 different floors as they've been on 2 floors since they moved to this building.

There was a brief discussion about the Treasurer doing their own printing and bursting, which is currently done by the Auditor's for all departments. Relative to keeping the bursters being left downstairs, Joan felt that it would not work for their operation. This is an issue that can be resolved to see how the printing/bursting can be accommodated.

Relative to financing, the Treasurer can use Dretac funds for their part of the renovations needed. There is no limitation on how these funds can be used and it could possible be used for some of the relocation costs as well. The Auditor is not prepared to put money into moving Data and the general fund will be used for that part of the renovations. The renovations will be done in phases. The Recorder move is being started and the Auditor has received bids for renovations after the Recorder has moved from their space on the third floor. The Treasurer's renovations would come last. Joan expressed, for the record, concern about the size of the balcony room and having enough space for their equipment and personnel. The intent for the room across from Room 102 that has been used by the State Auditor's is for an alternate conference room.

Joan noted that they have storage and a locked room in the Data room that has not been discussed. Through discussion it was noted that the locked/secured area is storage for all county checks. There is only one access to that room and an alarm. It was noted that the area occupied by the Recorder next to this will be a very public area. The storage and security from this room will need to be moved upstairs with the Auditor's Office.

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John Stricker agreed to check with Mike Myers for an estimate on the cost for renovations for the Treasurer and additional air conditioning, additional power requirements, a wall for the servers, and creating a secured area on the third floor with the moving of the alarm system for the Auditor.

Mrs. Geissman noted that she had touched on it Thursday evening that she was wondering about material she had requested from the CCAO regarding local government funds (LGF). She was informed it would be here this week along with a sample resolution for governmental entities to use.

Mr. Hambley stated that he is surprised that some counties haven't gotten very far in organizing their local jurisdictions on this issue, noting that some don't have a consensus.

Ms. Ray added that some counties don't have the resources that we have either.

Mrs. Geissman agreed that some don't have a consensus, noting that some have other things that they feel are more important right now. If they lose their LGF they'll find out how important it was. She has not heard from the Governor as to whether he'll give them a few minutes to discuss this. The CCAO wanted to talk with him before he submits his budget to the legislature because if he doesn't have LGF in his budget we're in real trouble. She feels the CCAO has done a good job in getting information out to all of the counties and now it is time to get local citizens involved because the legislatures are used to hearing us so it needs to come from the citizens as well. A *Your Medina County* taping will be done to inform the general public about LGF.

Ms. Ray stated that Gary Chidsey, Chatham Township Trustee, has expressed interest in serving in any capacity to work on this. She has also given information on what LGF means to counties, local jurisdictions, parks and libraries to the Village Mayor's Association. She hopes the legislature realize that as more people become aware for the budgetary situation at the State and become dissatisfied that they will be looking for someone to blame. If a decision is made to cut LGF it could come back on them because so many people's lives will be affected.

Mr. Hambley noted that Dave Miller has presented the Access Management Plan proposal for review. There are timelines attached and he asked that the Clerk review those and set up the hearings that are required.

Mr. Hambley stated that there had been a dispute relative to the municipal representation to NOACA but they have agreed for Chris Easton to remain as the representative with Bob Zienkowski as the alternate. The Township Association appointed their members at their Thursday meeting. The Clerk was asked to prepare the resolution for NOACA appointments for next week.

Mr. Hambley noted that a letter was received from Peter Lawson Jones requesting formal resolutions by the counties in the Northeast Ohio region to approve the creation of the Northeast Ohio League of Leadership and Advocacy (NOLLA). It is important to support NOLLA even after the LGF issue is resolved for the counties in the region to continue working together. There was a brief discussion about the Board's representation and it was agreed that the President of the Board would be the representative with the Vice-President being the alternate. A resolution of support will be prepared for next week.

There was a brief discussion about a representative to NEOTEC for quarterly meetings. Ms. Ray stated that she would check with Jim Douth, Economic Development Corporation, for suggestions. NEOTEC needs to be added to the annual resolution of areas of responsibilities.

Chris Jakab stated that he will be checking with each Commissioner's calendar in order to set up the budget hearings.

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At 10:35 a.m. the Commissioners recessed the meeting for Executive Session that was voted on earlier.

The meeting adjourned immediately following the Executive Session.

RESOLUTIONS PASSED:

- 04-1146 RESOLUTION TO ALLOW CLAIMS AND AUTHORIZE ISSUANCE UPON THE TREASURER IN SETTLEMENT OF SUCH LIST OF CLAIMS

- 04-1147 RESOLUTION APPROVING THE FINAL PLAT FOR ELITE ONE SUBDIVISION LOCATED IN TRACT 1, LOT 9 OF BRUNSWICK HILLS TOWNSHIP

- 04-1148 RESOLUTION APPROVING THE FINAL PLAT FOR AUTUMNWOOD SUBDIVISION PHASE THREE LOCATED IN TRACT 1, LOT 9 OF BRUNSWICK HILLS TOWNSHIP

- 04-1149 RESOLUTION APPROVING USE OF SUBDIVISION DRAINAGE MAINTENANCE FUND FOR REPAIR WORK IN HICKORY WOODS SUBDIVISION IN MEDINA TOWNSHIP, MEDINA COUNTY, OHIO

- 04-1150 RESOLUTION AMENDING THE 2004 APPROPRIATIONS RESOLUTION BY TRANSFERRING APPROPRIATIONS

- 04-1151 RESOLUTION AMENDING THE ANNUAL APPROPRIATION RESOLUTION

- 04-1152 TRANSFER OF COUNTY GENERAL FUND TO THE COUNTY DIVERSION PROGRAM

- 04-1153 CASH TRANSFERS FOR VARIOUS FUNDS

- 04-1154 CASH TRANSFER OF INTEREST INCOME FOR VARIOUS FUNDS

- 04-1155 CASH TRANSFER OF INTEREST INCOME FOR VARIOUS SANITARY ENGINEER FUNDS

- 04-1156 AUTHORIZING A CASH TRANSFER FOR THE MEDINA COUNTY HIGHWAY ENGINEER

- 04-1157 AUTHORIZING A CASH TRANSFER FOR THE MEDINA COUNTY ADAMH BOARD

- 04-1158 AUTHORIZING CASH TRANSFER FOR THE COUNTY HOME LEVY FUND

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- 04-1159 CREATION OF OFFICE FOR OLDER ADULTS PASSPORT FUND AND AUTHORIZING APPROPRIATIONS
- 04-1160 REVENUE ADJUSTMENT FOR VARIOUS FUNDS
- 04-1161 EXPENDITURE ADJUSTMENTS FOR VARIOUS FUNDS
- 04-1162 AUTHORIZING THE TRANSIT DEPARTMENT TO DISPOSE OF SURPLUS TRANSIT VEHICLES BY SEALED BID AUCTION
- 04-1163 RESOLUTION APPROVING PERSONNEL CHANGES FOR THE EMPLOYEES UNDER THE JURISDICTION OF THE MEDINA COUNTY COMMISSIONERS
- 04-1164 RESOLUTION APPROVING EXTENSION OF THE COLLECTIVE BARGAINING AGREEMENT...SERVICE EMPLOYEES INTERNATIONAL UNION, DISTRICT 1199 AND LOCAL 47, REPRESENTING FULL TIME MAINTENANCE EMPLOYEES...MEDINA COUNTY MAINTENANCE DEPARTMENT
- 04-1165 RESOLUTION APPROVING EXTENSION OF THE COLLECTIVE BARGAINING AGREEMENT...SERVICE EMPLOYEES INTERNATIONAL UNION, DISTRICT 1199 AND LOCAL 47, REPRESENTING SANITARY ENGINEER'S OPERATORS...MEDINA COUNTY SANITARY ENGINEER'S DEPARTMENT
- 04-1166 RESOLUTION TO ALLOW EXPENSES OF COUNTY OFFICIALS
- 04-1167 RESOLUTION APPROVING AND AUTHORIZING REMOVAL OF KENNETH BUOMALA, TRANSIT DEPARTMENT
- 04-1168 RESOLUTION APPROVING AND AUTHORIZING REMOVAL OF MEGAN GERSPACHER, COUNTY HOME
- 04-1169 RESOLUTION APPROVING AND AUTHORIZING REMOVAL OF MELVIN HENDERSON, BUILDING DEPARTMENT

MEDINA COUNTY COMMISSIONERS:

Sharon A. Ray

Patricia G. Geissman

Stephen D. Hambley

Respectfully submitted,

Pamela J. Terrill, Clerk