

OCTOBER 8, 2020

**LAKE COUNTY COMMISSIONERS' MEETING MINUTES**

JERRY C. CIRINO, COMMISSIONER	JASON W. BOYD, ADMINISTRATOR
JOHN R HAMERCHECK, COMMISSIONER	LEGAL COUNSEL
RON YOUNG, COMMISSIONER	MIKE MATAS, BUDGET DIRECTOR
JENNIFER BELL, CLERK	NEWS MEDIA

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(Tape 2020-1008)

CALL TO ORDER: Commissioner Hamercheck called the Meeting to order at 10:03 a.m. Thursday, October 8, 2020.

ROLL CALL: Upon roll being called, Commissioners Cirino, Young and Hamercheck were present.

APPROVAL OF MINUTES:

Upon a motion by Commissioner Cirino, seconded by Commissioner Young, the minutes of the Regular Meetings of September 3, 2020, September 10, 2020 and September 17, 2020, were approved as follows: "AYES": Commissioners: Cirino, Young, and Hamercheck "NAYS": None.

OPEN TO THE PUBLIC: Commissioner Hamercheck asked if anyone in the audience wished to address the Board. No one from the public wished to address the Board at this time.

Director of Administration, Mr. Matthew Armand, was present to recognize Ms. Ruth Medved, Lead Billing Clerk, on the occasion of 25 years of service to the Lake County Department of Billing Department. Mr. Armand praised Ms. Medved for her exceptional analytical ability, team building and deep dedication and commitment to the growth of the department. He stated that Ruth is responsible for training new employees on all billing procedures and customer service practices. She is undeniably known as a reliable and hard-working employee who represents the quintessential spirit of a public servant and the embodiment of goodwill required for any successful public utility. Sanitary Engineer, Mr. Randy Rothlisberger, complimented Ms. Medved for her exceptional work over the last few months. They have served more than 40,000 customers and Ruth is one of the main reasons there are so many satisfied customers. She is always able to take care of those that have issues. Commissioner Cirino thanked Ms. Medved for her hard work and kind treatment of the customers. He stated that those are great attributes to possess. Ms. Medved thanked Mr. Armand and stated that she couldn't do her job without the great team behind her. Commissioner Young stated that it's because of people like Ms. Medved that Lake County has the reputation of being a knowledgeable and caring community. He also stated that she is a pillar in the Department and that there should be more people like her.

RESOLUTIONS:

**1. RESOLUTION INCREASING APPROPRIATIONS AND TRANSFERRING CASH WITHIN LAKE COUNTY DEPARTMENT OF UTILITIES SOLID WASTE OPERATING FUND AND PROJECT FUND 597(20201008\U01)(UT-2)**

On a motion by Commissioner Cirino, seconded by Commissioner Young, the foregoing resolution was adopted with the vote as follows: "AYES": Commissioners: Cirino, Young, and Hamercheck "NAYS": None.

**2. RESOLUTION APPROVING FINAL ESTIMATE NO. 3 (RELEASE OF RETAINAGE) IN THE AMOUNT OF \$5,351.62 WITH DAVIS DIGGERS, INC. AND ACCEPTING A THREE YEAR MAINTENANCE BOND IN THE AMOUNT OF \$12,910.93 FOR MAPLEWOOD DRIVE WATERLINE REPLACEMENT PROJECT 427-W FOR THE LAKE COUNTY DEPARTMENT OF UTILITIES(20201008\U02)(UT-12)**

On a motion by Commissioner Cirino, seconded by Commissioner Young. Sanitary Engineer, Mr. Randy Rothlisberger, stated that this and the following resolution closing are out these projects which were a part of the 2020 Capital Improvement Plan. The foregoing resolution was adopted with the vote as follows: "AYES": Commissioners: Cirino, Young, and Hamercheck "NAYS": None.

**3. RESOLUTION APPROVING FINAL ESTIMATE NO. 6 (RELEASE OF RETAINAGE) IN THE AMOUNT OF \$23,616.80 WITH LAKELAND MANAGEMENT SYSTEMS AND ACCEPTING A THREE YEAR MAINTENANCE BOND IN THE AMOUNT OF \$41,249.46 FOR GLK AND MADISON WASTEWATER TREATMENT PLANTS INTERIOR RENOVATION PROJECT 385-S FOR THE LAKE COUNTY DEPARTMENT OF UTILITIES(20201008\U03)(UT-12)**

On a motion by Commissioner Young, seconded by Commissioner Cirino, the foregoing resolution was adopted with the vote as follows: "AYES": Commissioners: Cirino, Young, and Hamercheck "NAYS": None.

**4. RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT BETWEEN THE LAKE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF THE LAKE COUNTY SHERIFF'S - CENTRAL COMMUNICATIONS DEPARTMENT AND LAKELAND COMMUNITY COLLEGE FOR CENTRAL DISPATCH AND COMMUNICATION SERVICES (20201008\C01)(501-c)**

On a motion by Commissioner Cirino, seconded by Commissioner Young. Sheriff Leonbruno explained that this is a joint effort with Lakeland Community College. This agreement will send calls from their dispatch center to Central Communications and assist them with their dispatch services for 3<sup>rd</sup> shift and weekends. These services will be a substantial savings for the college. The foregoing resolution was adopted with the vote as follows: "AYES": Commissioners: Cirino, Young, and Hamercheck "NAYS": None.

**5. RESOLUTION AUTHORIZING AND ADOPTING THE LAKE COUNTY EXECUTIVE AIRPORT MASTER PLAN AND AIRPORT LAYOUT PLAN BY THE LAKE COUNTY, OHIO BOARD OF COMMISSIONERS (20201008\C02)(209z29)**

On a motion by Commissioner Cirino, seconded by Commissioner Young. County Administrator, Mr. Jason Boyd, explained that the adoption of this resolution concludes a long process lead by the County Port Authority for the creation, implementation and approval of the Lost Nation Airport master plan and airport layout plan which is now

known as the Lake County Executive Airport. This is a requirement by the FAA and has been vetted by the Lake County Port and Economic Development Authority Board and adopted by resolution. The foregoing resolution was adopted with the vote as follows: "AYES": Commissioners: Cirino, Young, and Hamercheck "NAYS": None.

**6. RESOLUTION REJECTING THE BIDS RECEIVED ON SEPTEMBER 30, 2020, APPROVING THE REVISED SPECIFICATIONS AND ESTIMATE OF COSTS, AND AUTHORIZING RE-ADVERTISING FOR BIDS FOR THE LAKE COUNTY TELECOMMUNICATIONS BUILDING ROOF REPLACEMENT FOR THE LAKE COUNTY BOARD OF COMMISSIONERS(Bid Opening: October 28, 2020)(20201008\C03)(404-G1a)**

On a motion by Commissioner Young, seconded by Commissioner Cirino, the foregoing resolution was adopted with the vote as follows: "AYES": Commissioners: Cirino, Young, and Hamercheck "NAYS": None.

**7. RESOLUTION APPROVING PAYMENT OF BILLS AS LISTED ON THE COMMISSIONERS' APPROVAL JOURNAL IN THE AMOUNT OF \$2,656,867.64(20201008\BC01)(C-4)**

On a motion by Commissioner Cirino, seconded by Commissioner Young, the foregoing resolution was adopted with the vote as follows: "AYES": Commissioners: Cirino, Young, and Hamercheck "NAYS": None.

**8. RESOLUTION APPROVING PURCHASE ORDERS AS LISTED ON THE COMMISSIONERS' PURCHASE ORDER APPROVAL JOURNAL IN THE AMOUNT OF \$1,160,793.11 (20201008\BC02)(C-17)**

On a motion by Commissioner Cirino, seconded by Commissioner Young, the foregoing resolution was adopted with the vote as follows: "AYES": Commissioners: Cirino, Young, and Hamercheck "NAYS": None.

**9. RESOLUTION INCREASING APPROPRIATIONS FOR VARIOUS NON-GENERAL FUND ACCOUNTS (20201008\BC03)(C-111)**

On a motion by Commissioner Young, seconded by Commissioner Cirino, the foregoing resolution was adopted with the vote as follows: "AYES": Commissioners: Cirino, Young, and Hamercheck "NAYS": None.

**10. RESOLUTION TRANSFERRING CASH AND APPROPRIATIONS WITHIN VARIOUS GENERAL AND NON-GENERAL FUND ACCOUNTS(20201008\BC04)(C-111)**

On a motion by Commissioner Cirino, seconded by Commissioner Young, the foregoing resolution was adopted with the vote as follows: "AYES": Commissioners: Cirino, Young, and Hamercheck "NAYS": None.

**11. RESOLUTION PROCLAIMING THE MONTH OF OCTOBER MADE IN AMERICA MONTH IN LAKE COUNTY, OHIO (20201008\C04)(C-107)**

Commissioner Cirino presented this resolution at the table stating that Lake County is blessed to have so many manufacturing companies in a wide variety of industries and segments. He stated that many have struggled during the shut-down or there has been less demand. Only during the COVID-19 pandemic, was it realized how dependent we are on foreign suppliers including pharmaceuticals, PPE and other medical devices. This needs to change and there are efforts underway to do so. We thank not only the great workers but the entrepreneurs who took the risk to open up businesses and we should focus on made in America manufacturing. Commissioner Hamercheck commended the businesses that were able to adapt their companies to meet the needs of the pandemic. He praised RB Sigma of Mentor as being a perfect example of a local business shifting gears to supply frontline medical workers with personal protection equipment in response to the coronavirus.

On a motion by Commissioner Hamercheck, seconded by Commissioner Young, the foregoing resolution was adopted with the vote as follows: "AYES": Commissioners: Cirino, Young, and Hamercheck "NAYS": None.

DEPARTMENTAL REPORTS:

UTILITIES – Mr. Rothlisberger stated that they held the last Household Hazardous Waste Collection this past weekend. They were able to process 2,000 vehicles which had average wait times of about 11 seconds with no backup onto Mentor Avenue. He stated that they made some adjustments to lower the processing times and that the team worked hard and very well together.

JOB AND FAMILY SERVICES – none.

COUNTY ADMINISTRATOR – Mr. Boyd gave an update on the Grant/Loan Program explaining that the committee issued 10 grants and one loan this week and they have utilized \$567,000 out of the \$700,000 so far. He also reported that thanks to the Planning and Community Development Department, they were able to obtain the new "urgent need classification". With this classification, the committee was able to consider several businesses that had not previously qualified. Commissioner Cirino asked what changes the urgent need definition has brought to the County. Mr. Boyd responded that under the original provisions the team had to consider income thresholds of owners and/or employees and physical business locations. Commissioner Cirino asked if there were current applications pending that have not been approved yet. Mr. Boyd responded that they meet every other week and have two or three currently going through the process. Commissioner Hamercheck verified with Mr. Boyd that of the 78 applications approved and processed, 44 of them were owned by women and minorities.

FINANCE – Commissioner Hamercheck discussed and reviewed the following information with Budget Director Mr. Michael Matas. Property tax revenue between 2019 and 2020 remain consistent with under a 1% difference. Sales Tax revenue is up approximately 2% compared to 2019. Licenses & Permits is up over 50% as compared to 2019. The Building Department revenue is up approximately \$300,000 from 2019. Fees and charges for services are up approximately 10% with conveyance fees being the majority of this increase. Mr. Matas explained that the term 'conveyance fees' refers to real estate property transfers. He stated that the fee is \$4.00 and that these fees total between \$3 and \$4 million dollars per year depending on the economic climate. An increase in collection of fees can

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be attributed to low interest rates for home purchases. Municipal Courts fines and forfeitures collections are down approximately 17% due to COVID-19.

Commissioner Hamercheck stressed that Mr. Matas continues to monitor the county finances on a near daily basis and that the County seems to be doing better than previously expected. He stated that 2021 will be a tough budget year due to the uncertain effects of the COVID-19 pandemic.

The County has used the COVID dollars to replace departmental PPE as well as for the set-up of remote workers. Elected Officials and Department Heads were asked to and have complied with the Commissioner's request to reduce their 2021 budgets by 5%, unless they could justify a true necessity.

Mr. Matas and the Board continued to discuss intergovernmental revenue, investment earnings and grants received from the Supreme Court for the Lake County Courts.

CLERK – Clerk, Ms. Jennifer Bell, stated that the next regular Commissioners Meeting will be Thursday, October 15, 2020 at 10:00 am.

LEGAL – none.

OLD BUSINESS: - none.

NEW BUSINESS: - Commissioner Cirino complimented the Board of Elections stating that he has received a lot of positive feedback. He explained that early voting began Wednesday and the staff and workers are very organized, knowledgeable, courteous and orderly. Commissioner Hamercheck also complimented the Board of Elections and the continued training that provide for their staff and poll workers.

Commissioner Hamercheck stated that the CCAO legislative agenda is nearly complete and it will go before the Board for final approval. Commissioner Hamercheck stated that he and Commissioner Young were pleased to contribute to the CCAO agenda.

PUBLIC COMMENT: Commissioner Hamercheck asked if anyone in the audience wished to address the Board.

Lake County resident, Mr. Joe Shriver, complimented Commissioner Young for his bravery and perseverance while going through some personal issues. He stated that he was in receipt of documents from his public records request and reviewed several items. He specifically spoke of a job created and approved by the Board and asked several questions that he and the Board then discussed at length. Assistant Prosecutor, Mr. David Hackman, stated that he was aware of Mr. Shriver's public records request and reviewed the contract(s) in question. He explained to Mr. Shriver that the Ohio Revised Code allows the Board of Commissioners to hire a consultant and have informational meetings with said consultant for updates.

Commissioner Hamercheck asked Mr. Boyd to speak on the 1<sup>st</sup> ever virtual emergency preparedness training exercise. Mr. Boyd explained that the Emergency Management Agency, along with partners at Ashtabula County, Geauga County, the State of Ohio and the Perry Nuclear Power Plant (PNPP), participated in the Federal Emergency Management Agency (FEMA) evaluated Radiological Emergency Preparedness Exercise (REPEX) to ensure off-site response organization readiness in the event of an emergency at the PNPP. This is of critical importance to the County. He stated that due to COVID-19, the 2020 exercise had to be completed with fundamental changes in how the exercises were conducted and evaluated in order to adhere to public health and safety guidelines. Beginning in June 2020, Lake County EMA, working with the Lake County General Health District and other county agencies, compiled more than 100 pages of documentation. After more than 3 months of collaboration and planning between Lake, Ashtabula and Geauga Counties, the State of Ohio, and FEMA Region V, this resulted in the first-ever Virtual REPEX in the United States. He added that typically this exercise has 50-60 decision makers in attendance and this year there were no more than 8 to 10 physically in attendance. The remainder were connected via Zoom and teamed meetings with evaluators listening and observing on camera. Mr. Boyd thanked Mr. Busher, his staff and all of the partners involved that stepped up during this difficult time to make the exercise a huge success. Commissioner Hamercheck reiterated that this is a mandatory drill and that Lake County took the initiative in planning this 1<sup>st</sup> ever virtual emergency preparedness training exercise, which is now being adopted as a national standard. Mr. Boyd stated that Lake County has received "real life" credits for its handling of the COVID pandemic thus far. Commissioner Hamercheck commended Mr. Boyd and stated that his efforts and dedication have not gone unnoticed. Commissioner Cirino also thanked Mr. Boyd for his work in not only being a part of planning this virtual exercise but for his continued training as the Public Information Officer for Lake County.

EXECUTIVE SESSION: On a motion by Commissioner Cirino, seconded by Commissioner Young, the Board convened an Executive Session at 11:17 a.m. to discuss Employment- Collective Bargaining with the vote as follows: "AYES": Commissioners: Cirino, Young, and Hamercheck "NAYS": None.

The Lake County Board of Commissioners adjourned to Executive Session at 11:55 a.m.

ADJOURN: On a motion by Commissioner Cirino, seconded by Commissioner Young, the Board adjourned the meeting at 11:55 a.m. with the vote as follows: "AYES": Commissioners: Cirino, Young, and Hamercheck "NAYS": None.

Minutes approved this twenty-ninth day of October, 2020.

#### **BOARD OF LAKE COUNTY COMMISSIONERS**

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JOHN R. HAMERCHECK, PRESIDENT

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RON YOUNG, VICE PRESIDENT

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JERRY C. CIRINO, COMMISSIONER

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JENNIFER BELL, CLERK