

**Regular Meeting #11-03
Fairfield County Commissioners' Office
January 18, 2011**

9:00 a.m. Executive Session regarding personnel matters

On motion of Judith Shupe, and second of Steve Davis the Board of Commissioners voted to go into executive session at 9:03 a.m. regarding personnel.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Judith Shupe, Steve Davis and Mike Kiger.

On motion of Judith Shupe, and second of Steve Davis the Board of Commissioners voted to go out of executive session at 9:37 a.m. No official action was taken.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Judith Shupe, Steve Davis and Mike Kiger.

Commissioner Shupe asked Staci Knisley to schedule Dog Warden Mike Miller in with the Board of Commissioners on Tuesday, January 25th at 1:30 p.m. Commissioner Davis and Commissioner Kiger both agreed.

9:45 a.m. Public Hearing – Airport Note

A public hearing for the Airport renewal note was held at 9:45 a.m. in the Commissioners hearing room with the following Commissioners present: Steve Davis, Mike Kiger and Judith Shupe. Also present were Dennis Schwallie, Jason Dolin, Brian Kuhn, Ed Laramée and Staci Knisley.

Commissioner Kiger read the script for the public hearing pursuant to section 147(f) of the Internal Revenue code of 1986 as amended. The Board of Commissioners held the hearing for the purpose of considering the borrowing of not to exceed \$1,370,000 for the refinance the acquisition, construction and equipping of airport facilities consisting of one (1) ten-unit T-hangar, five (5) 50' by 50' hangars, one (1) 60'x50' hangar, and one (1) twelve-unit T hangar, and associated pavement to be leased to various tenants from time to time, including certain financing costs.

Commissioner Kiger asked the public if they wish to speak of the topic.

Dennis Schwallie of Peck, Shaffer and Williams LLP, 65 E. State Street, Columbus, Ohio 43125 stated that the purpose of the hearing is to satisfy the Internal Revenue Code and asked the Board if they had any questions. Commissioner Shupe responded no.

Commissioner Kiger stated that there being no further comments, this hearing is hereby closed at 9:50.

10:00 a.m. Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, January 18, 2011 beginning at 10:00 a.m., with the following Commissioners present: Steve Davis, Mike Kiger and Judith Shupe. Also present were Brian Kuhn, Dennis Schwallie, Jason Dolin, Mary Beth Lane, Ed Laramée, Jon Slater, Jr., Aundrea Cordle, Carri Brown, Jeff Marvin, Tony Vogel, Linda Kauffman, Carl Burnette and Staci Knisley.

Announcements

Commissioner Kiger asked Ms. Knisley if there were any announcements.

Ms. Knisley stated that the Human Resources Director Aundrea Cordle requested that resolution 11-01.18.c, Approval of an order of suspension for an employee at Job and Family Services be removed from the agenda.

Public Comment

There were no public comments.

Approval of Minutes for Monday, January 10, 2011.

On motion of Judith Shupe and second of Steve Davis, the Board of Commissioners voted to approve the minutes for Monday, January 10, 2011.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Judith Shupe, Steve Davis and Mike Kiger

Approval of authorizing the issuance of \$1,370,000 of notes to renew previously issued to pay part of the cost of acquiring, constructing and equipping Airport facilities consisting of one (1) ten-unit T hangar, five (5) 50' x 50' hangars, one (1) 60'x 50' hangar, and one (1) twelve-unit T-hangar and associated pavement, all located at Fairfield County Airport

On motion of Judith Shupe and second of Steve Davis, the Board of Commissioners voted to approve the authorizing the issuance of \$1,370,000 of notes to renew previously issued to pay part of the cost of acquiring, constructing and equipping Airport facilities consisting of one (1) ten-unit T hangar, five (5) 50' x 50' hangars, one (1) 60'x 50' hangar, and one (1) twelve-unit T-hangar and associated pavement, all located at the Fairfield County Airport, see resolution 11-01.18.a

Roll call vote of the motion resulted as follows:

Voting aye thereon: Judith Shupe, Steve Davis and Mike Kiger

Approval of the appointment of an Apiary Inspector for Fairfield County

On motion of Steve Davis and second of Judith Shupe, the Board of Commissioners voted to approve of the appointment of Apiary Inspector to Kimberly Flippen see resolution 11-01.18.b

Roll call vote of the motion resulted as follows:

Voting aye thereon: Steve Davis, Judith Shupe and Mike Kiger

For the Record – 11-01.18.c has been removed from the agenda

Approval of Declaration and Removal of an obstruction in the county road right-of-way – Fairfield County Engineer

On motion of Judith Shupe and second of Steve Davis, the Board of Commissioners voted to approve the declaration and removal of an obstruction in the county road right-of-way for the Fairfield County Engineer, see resolution 11-01.18.d

Commissioner Davis asked Ms. Knisley if the resolution had been corrected due to an earlier clerical error.

Ms. Knisley responded that she had corrected the Engineer's clerical error and changed the word "fence" to "obstruction" on the resolution.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Judith Shupe, Steve Davis and Mike Kiger

Approval of Engineer's resolutions

On motion of Judith Shupe and second of Steve Davis, the Board of Commissioners voted to approve 11-01.18.e through 11-01.18.g , Engineer's resolutions as follows:

- 11-01.18.e Approval of advertising for the FAI-CR20-2.84 BLO-06 Pickerington Road NW over a Tributary to Walnut Creek Bridge Rehabilitation Project – Fairfield County Engineer
- 11-01.18.f Approval of advertising for the FAI-CR41-1.75 Marcy road NW Drainage Improvement Project – Fairfield County Engineer
- 11-01.18.g Approval of advertising to sell scrap metal and aluminum – Fairfield County Engineer

Roll call vote of the motion resulted as follows:

Voting aye thereon: Judith Shupe, Steve Davis and Mike Kiger

Approval of a software maintenance agreement by and between Fairfield County Job and Family Services and Maximus, Inc

On motion of Steve Davis and second of Judith Shupe, the Board of Commissioners voted to approve of the software maintenance agreement by and between Fairfield County Job and Family Services and Maximus, Inc, see resolution 11-01.18.h

Carri Brown stated that this agreement was a renewal and that it is an expense tracking program which is standard in other counties.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Steve Davis, Judith Shupe and Mike Kiger

Approval of request for payment and status of funds report for FY2008 NSP1 Funds, Drawdown # 244

On motion of Judith Shupe and second of Steve Davis, the Board of Commissioners voted to approve of the request for payment and status of funds report for FY2008 NSP1 Funds, drawdown # 244, see resolution 11-01.18.i

Roll call vote of the motion resulted as follows:

Voting aye thereon: Judith Shupe, Steve Davis and Mike Kiger

Approval of the grant awards, Older Adult Service Levy

On motion of Judith Shupe and second of Steve Davis, the Board of Commissioners voted to approve of the grant awards from the Older Adult Service Levy, see resolution 11-01.18.j

Roll call vote of the motion resulted as follows:

Voting aye thereon: Judith Shupe, Steve Davis and Mike Kiger

Approval of fund to fund transfer & appropriate from unappropriated to the General Fund for the Fairfield County Clerk of Courts legal fees - TABLED

On motion of Judith Shupe and second of Steve Davis, the Board of Commissioners voted to TABLE Resolution 11-01.18.k

Commissioner Kiger asked Ms. Knisley if she knew what the Clerk of Courts resolution was.

Ms. Knisley responded that the Clerk is transferring title funds to the general fund and then requesting to appropriate monies into her general fund legal department account for legal fees.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Judith Shupe, Steve Davis and Mike Kiger

Approval of financial resolutions

On the motion of Judith Shupe and second of Steve Davis, the Board of Commissioners voted to approve financial resolutions I-bb as follows:

- 11-01.18.l Approval of reducing appropriations – Fairfield County Adult Probation
- 11-01.18.m Approval of account to account transfer – Fairfield County Auditor
- 11-01.18.n Approval of appropriate from unappropriated – Fairfield County Dog Shelter
- 11-01.18.o Approval of account to account transfer – Fairfield County Engineer
- 11-01.18.p Approval of amended certificate & request for appropriations and additional unanticipated receipts – Fund # 2451 – Fairfield County Juvenile Court
- 11-01.18.q Approval of reduction in appropriations – fund # 2377 – Fairfield County Juvenile Court
- 11-01.18.r Approval of appropriate from unappropriated – Fund # 2641 – Fairfield County Juvenile Court
- 11-01.18.s Approval to establish revenue and appropriation budget – Fund # 2764 – Fairfield-Hocking Major Crimes Unit
- 11-01.18.t Approval to establish an appropriation budget – Fund # 2765 – Fairfield-Hocking Major Crimes Unit
- 11-01.18.u Approval of reduction in appropriations – Fund # 7416 – Fairfield County Regional Planning
- 11-01.18.v Approval to amend the certificate, update receipts – Fairfield County Soil & Water
- 11-01.18.w Approval of payment of voucher without an appropriate carryover purchase order – Fairfield County Commissioners
- 11-01.18.x Approval of payment of voucher without an appropriate carryover purchase order – Fairfield County Commissioners
- 11-01.18.y Approval of payment of invoices without an appropriate carryover purchase order – Fairfield County Commissioners
- 11-01.18.z Approval of payment of voucher without an appropriate carryover purchase order – Fairfield County Juvenile Court
- 11-01.18.aa Approval of attached requests for payments of invoices without appropriate carryover purchase orders – Fairfield County Sheriff
- 11-01.18.bb Approval of payment of voucher without an appropriate carryover purchase order – Fairfield County Utilities

Roll call vote of the motion resulted as follows:

Voting aye thereon: Judith Shupe, Steve Davis and Mike Kiger

Approval to ratify previously approved bill list – Fairfield County Board of Commissioners

On motion of Judith Shupe and second of Steve Davis, the Board of Commissioners voted to approve to ratify previously approved bill list, see Resolution 11-01.18.cc

Roll call vote of the motion resulted as follows:

Voting aye thereon: Judith Shupe, Steve Davis and Mike Kiger

Approval of Authorization for Payment of Bills, January 18, 2011, check date January 21, 2011

On the motion of Judith Shupe and second of Steve Davis, the Board of Commissioners voted to approve the Authorization for Payment of bills, January 18, 2011, check date January 21, 2011, see resolution 11-01.18.dd

Roll call vote of the motion resulted as follows:

Voting aye thereon: Judith Shupe, Steve Davis and Mike Kiger

Review Session

The Board of Commissioners met to review legal issues, pending and future action items and correspondence. Commissioners present were Steve Davis, Mike Kiger and Judith Shupe. Also present were Carri Brown, Aundrea Cordle, Jeff Marvin, Dennis Schwallie, Mary Beth Lane, Carl Burnette, Tony Vogel, Jason Dolin, Ed Laramée, Brian Kuhn, Jon Slater Jr., and Staci Knisley.

Dennis Schwallie from Peck, Shaffer and Williams LLP stated that the Airport note has been sold to the Fairfield County Treasurer at 1.8% and submitted paperwork to be signed by Staci Knisley. Mr. Schwallie stated he would file the paperwork with the County Auditor and County Treasurer. Mr. Schwallie also stated that he will need a signature on file for Commissioner Steve Davis. Commissioner Davis' signature is attesting that he has no pending litigations. Mr. Schwallie reported to the Board that one of the forms that are being signed today is a letter of engagement approving the \$1,370 to Peck Shaffer and Williams LLP for arrangements for the Airport note.

Deputy Jeff Marvin gave new information regarding the Hall of Justice x-ray machine. Deputy Marvin presented two quotes for replacing the x-ray machine. Model # 6040i is \$28,092 and model # 6040ds is \$21,255. Deputy Marvin stated that the x-ray machine was approaching fifteen (15) years old.

Commissioner Shupe asked Deputy Marvin if grants paid for the first x-ray machine. Deputy Marvin stated that the Ohio Supreme Court grant paid for the x-ray machine.

Commissioner Kiger stated that to repair the current machine it would cost approximately \$2500, down from original quote of \$4500.

Commissioner Shupe asked if Deputy Marvin had a time frame of when he needed to get the x-ray machine repaired. Deputy Marvin responded that he would like to have approval within a week.

Commissioner Kiger stated that the Board would further discuss this with Jon Kochis, Director of the Emergency Management Agency. Commissioner Kiger asked the Board if they were clear on what the request was.

Commissioner Davis asked Deputy Marvin if the x-ray machine was still functioning. Deputy Marvin responded that it is working but one of the circuit boards are failing.

Commissioner Shupe asked Tony Vogel if he had any comments regarding the x-ray machine request. Mr. Vogel responded that he had checked with Mr. Kochis and the next meeting to discuss grant requests is in March.

Commissioner Shupe asked if the Commissioners would pay for the repair upfront, could this be reimbursed by a grant. Deputy Marvin stated that he had also talked to Mr. Kochis and Deputy Marvin does not suggest waiting for grant approval.

Carri Brown, Deputy Director of Fairfield County Job and Family Services updated the Board of Commissioners with the status of their Fatherhood Initiative Grant. Ms. Brown stated that the grant was in the infancy stage and that they were not sure if the grant would be ran through Family Adult Children First council or through Fairfield County Job and Family Services. Ms. Brown stated that the grant did not require a local match and is fully reimbursable. Ms. Brown stated that not only did this grant support fatherhood but was also supporting all parents. Ms. Brown stated that the core group for the grant is Ms. Brown, Commissioner Judith Shupe, Magistrate Jeff Bender, Corey Clarke and Bishop Tim Tague from the community. Ms. Brown stated that the 1st step is a webinar that will be held today and Commissioner Shupe will be attending and welcomes anyone else that would be interested. Ms. Brown also believes that Kristen Ankrom and Judge Steve Williams are interested in the grant.

Commissioner Davis asked Ms. Brown if grant has been received. Ms. Brown responded that formal agreement has not been approved yet. The grantor was still working on the grant process. Ms. Brown stated that she had been on the Fatherhood Initiative Grant before but the program did not have the resources available to move forward.

Commissioner Davis asked Ms. Brown if this was start up operational monies. Ms. Brown responded that this was a one time grant and that she would email the Board of Commissioners more information.

Mr. Dolin reviewed pending items for his office. Mr. Dolin informed the Commissioners that the only item he had to discuss was relative the resolution that was passed last week regarding the Buckeye Lake Sewer Assessment monies transferring to the General Fund. Mr. Dolin stated that he would file this information with the courts.

Commissioner Davis asked Mr. Dolin if he had any information regarding the Clerk of Courts resolution that was tabled today. Mr. Dolin responded that he suspected that it was regarding title funds and has no further information.

Commissioner Kiger reviewed pending items. Commissioner Kiger stated that the Board was still waiting on Humane Society to have a survey be done of the area, plan and information stating they are bonded before responding to request.

Commissioner Kiger reviewed that the City of Lancaster prisoner housing contract that is still on pending. Commissioner Davis asked if the city was willing to contract with the Board. Mr. Dolin stated that expired contract of \$75,000 is to house city prisoners. Mr. Dolin stated there are certain obligations per Ohio Revised Code for municipal prisoners. Mr. Dolin stated that it is wise and prudent that the Board of Commissioners negotiate a contract with the City of Lancaster since the contract has lapsed.

Commissioner Shupe advised Ms. Knisley to copy review as a 2-sided packet to save on copies.

Commissioner Kiger reviewed the pending item of the Health Department CORSA invoice. Commissioner Kiger stated that Ms. Knisley will be paying full amount of \$5729, paying for the property and General/Public Official Liability and invoicing the Health Department for \$1919. Mr. Dolin responded that he would like to clarify the General/Public Official Liability and have a further breakdown of the costs before Ms. Knisley proceeds. Mr. Dolin will work with Aundrea Cordle and CORSA to make a recommendation.

Commissioner Davis asked if the Board of Commissioners' calendar can be done electronically through email rather than by hand in a schedule book. Jon Slater, Jr., County Auditor recommended that his Data Processing department would gladly work with the Board to get this started.

Commissioner Kiger reviewed the Commissioner Committee positions with the Board. Commissioner Kiger asked Commissioner Davis if he would be interested in sitting on the Board of Local Emergency Planning Committee (LEPC). Commissioner Davis responded that he would accept the position. Commissioner Kiger stated that he would like to look for someone else other than Tony Vogel to take over the Public Safety Committee. Commissioner Kiger stated that it was a lot of work and did not think Mr. Vogel had the time with his current duties. Commissioner Kiger stated that he spoke to County Auditor Jon Slater, Jr. and County Treasurer Brian Kuhn to see if either one of them were interested in the Public Safety Committee. Commissioner Kiger stated that Mr. Slater was not interested and Mr. Kuhn is interested.

Commissioner Shupe asked if Mr. Vogel if he was okay with accepting the Public Safety Committee position. Commissioner Shupe informed the board that this is something that they would have to talk about and would like to hear Mr. Vogel's thoughts. Mr. Vogel asked the board what deadlines they would want for the Public Safety Facility.

Commissioner Davis asked the Board if they had a mission statement for the Public Safety Committee. Commissioner Kiger responded that he thought the former Clerk/Manager Carri Brown had a mission statement. Mr. Dolin responded that the mission statement is the potential construction of the public facility. Commissioner Davis asked if the Committee is sure of if and when the project would be completed. Commissioner Kiger responded that the funding is the biggest thing and the location has been decided. Commissioner Shupe stated that the whole structure needs looked at.

Commissioner Kiger reviewed the pending request from CCAO Regional Legislative briefing sessions. Commissioner Kiger asked Commissioner Davis if he was interested in attending the session on Friday, February 4, 2011 at 11:30 a.m. in Cambridge. Commissioner Kiger and Commissioner Shupe stated that neither of them would be attending. Commissioner Davis stated that he would give it some thought.

Commissioner Kiger reviewed the pending requests of the 3090 Stoney Hill Residence, vacancy for Fairfield County Board of Developmental Disabilities and no further action since last week's review.

Commissioner Kiger reviewed the Trustee position for the Multi County Juvenile Detention Center. Commissioner Kiger stated that we received recommendation letter from Judge Williams recommending Judith Shupe for the position. Commissioner Kiger stated that the Board will approve the resolution appointing Commissioner Shupe next week.

Commissioner Kiger reminded the Board that the job description for the Clerk Manager will need discussed.

Commissioner Kiger stated that the board needs to review Commissioner letterhead. Commissioner Kiger stated that he can have letterhead computer generated rather than to purchase. Commissioner Shupe asked the board if there was something wrong with the current letterhead. Commissioner Kiger responded that with the Commissioner's office turnover it would save money. Commissioner Shupe and Commissioner Davis asked Commissioner Kiger to give them examples. All three board members recommended that we generate our own until further discussed.

Commissioner Kiger reviewed items that need new action and attention. Commissioner Kiger reviewed the invitations. Commissioner Kiger reviewed invitation for Peggy Taylor

Reception and employee of the Fairfield County Municipal Court. Reception is Friday, January 28th, 2:00-4:00 p.m.

Ms. Knisley stated that she had an additional invitation that did not make the review packet. Ms. Knisley stated that the Bremen Chamber invited the Board of Commissioners to their luncheon on January 25th at noon. All three board members advised Ms. Knisley that they could not attend.

Commissioner Kiger reviewed the United Way Awards Banquet invitation for Wednesday, February 9th at 5:45 at the Liberty Center. Commissioner Kiger, Shupe and Davis advised Ms. Knisley to schedule all three board members for this event.

Commissioner Kiger reviewed an invitation from the Maple Street Church inviting the Board to their Valentine's dinner and dance, Saturday, February 12th from 6:30-10:00 p.m.

Commissioner Kiger reviewed the request from David Brehm asking the Board of Commissioners to lower the rental fee for the Liberty Center for the Boy Scouts. The current charge would be \$225. The Board of Commissioners responded that they would not reduce the fee due to other organizations may want to get their fee lowered. Commissioner Shupe stated that the Board had to cover the county costs. Ms. Cordle stated that she had heard that they may have already found another place to rent and that there is a problem for local groups finding places but the county has to cover the costs.

Commissioner Kiger reviewed a copy of an email from Jerry Lee inquiring about purchasing one (1) acre of property on Memorial Drive between Lincoln and West Wheeling Street. Commissioner Davis stated that this was not a discussion for public that this should be discussed in executive session for property acquisition matters.

Commissioner Kiger reviewed the ADAMH survey request asking the Board of Commissioners to complete. Commissioner Davis recommended that each Commissioner decide if they would like to complete.

Commissioner Kiger reviewed informational items. Commissioner Kiger reviewed the CFLP Board of Directors Agenda for the meeting on January 28, 2011 at 9:30.a.m. Commissioner Kiger stated that all three Commissioners are invited to attend. Commissioner Kiger reviewed the CFLP Policy Committee Agenda for the meeting on January 28, 2011 at 8:30. Commissioner Shupe will be on the policy committee and will be attending.

Commissioner Kiger reviewed the following items: a copy of a letter from the Fairfield County Engineer regarding the address correction to 5071 Pleasant Valley Road SW, letter from the Ohio Department of Taxation regarding the completion of last general reappraisal and next general reappraisal for real property & completion of the last triennial update and next triennial update for real property, the Sheriff Law Enforcement Trust Fund (LETF) 2010 report and the Sheriff Furtherance of Justice (FOJ) December reconciliation of bank account report. Both Sheriff reports are reviewed and filed with the Board of Commissioners per Ohio Revised Code.

Mr. Vogel asked the Board of Commissioners if he could pay for software by county credit card or pay for the software his self and ask for reimbursement. Mr. Vogel stated that the current credit card policy will not allow him to purchase the software. Mr. Vogel stated that he could pay for the software by purchase order for \$200 or he can pay \$100 if he purchases with credit card. Mr. Slater responded that the Data Board can make purchases for software with the county credit card and he will add to the next Data Board agenda and ask Randy Carter to make purchase.

Mr. Vogel asked Ms. Knisley if she had reviewed the draft resolution regarding his contracts with the Board of Commissioners. Mr. Dolin responded that he would like the draft copy and asked Ms. Knisley to send to him.

Mr. Vogel updated the Board of Commissioners on the Agricultural Security Area District. The area goes across Route 37 and goes east towards Millersport road. Millersport would like to bring water to Thurston. Mr. Vogel stated that in order for this to happen the county would have to give up the area. Mr. Vogel stated that the Farm Bureau opposes Millersport's request.

11:00 Meeting with Aundrea Cordle and Ginny Shrimplin with CORSA

A meeting was held at 11:04 a.m. with Aundrea Cordle and Ginny Shrimplin with CORSA regarding the medical malpractice coverage for Dr. Vajen and Dr. Varney's services for the county prisoners. Commissioners present at this meeting were Steve Davis, Mike Kiger and Judith Shupe. Also present were Chip Clark, Jason Dolin, Carl Burnette, Ed Laramée, Jon Slater, Jr. and Staci Knisley.

Commissioner Kiger stated that meeting was held to discuss coverage for the jail physician. Ms. Shrimplin stated that Ms. Cordle sent copies of the contracts to her regarding both Dr. Vajen and Dr. Varney's coverage. Ms. Shrimplin stated that the medical malpractice coverage is available with a limit of one million dollars. Ms. Shrimplin stated that one of the reasons that CORSA started covering physicians who were contracted by counties is that the physicians' regular carrier would not cover them. Ms. Shrimplin stated that since CORSA started adding the medical malpractice coverage the market started getting softer. Ms. Shrimplin stated that CORSA does encourage physicians to get their own coverage but will still offer the coverage if the county wishes to. Ms. Shrimplin stated that if anything occurs with the malpractice coverage it will go on the county's experience for 4-5 years. Ms. Shrimplin stated that the county was typically named in lawsuits. Ms. Shrimplin stated that the additional costs are approximately \$6,000 per year and that this year the costs will be \$6,030. Ms. Shrimplin stated that the costs go up or down slightly each year.

Commissioner Davis asked if the coverage was for the position or the individual. Ms. Shrimplin responded that it was the individual.

Ms. Shrimplin stated that she and Sherry Barbowski looked over the two contracts and that the county approved two separate contracts with each physician. Ms. Shrimplin stated that most counties hire one physician by contract and that the malpractice medical coverage would then be covered for both physicians if the county's physician has a separate contract with the additional physician. Ms. Shrimplin stated that CORSA recommends that the county amend Dr. Vajen's contract to allow him to hire Dr. Varney as his attendant and then both physicians will be covered by CORSA.

Commissioner Shupe asked Ms. Cordle if the Board was under contract with either physician. Ms. Cordle responded that Dr. Varney's contract has expired and Dr. Vajen's contract ends on December 31, 2012.

Ms. Shrimplin stated that it was Dr. Vajen's responsibility to find alternate physician and to pay for the alternate physician.

Ms. Cordle stated that she thought Dr. Vajen would be interested in amending his contract. Ms. Cordle recommended that Dr. Vajen have a separate contract with Dr. Varney.

Ms. Knisley added that she has not made any payments to Dr. Varney this year.

Ms. Shrimplin recommends that the Board allow the medical malpractice coverage only for jail purposes and reminded the Commissioners that the limit will be one million dollars.

Mr. Laramée asked if Dr. Varney would be paid by county.

Mr. Dolin and Ms. Cordle responded no and that there is no contract.

Ms. Shrimplin recommended that the Board include in Dr. Vajen's contract that the medical malpractice coverage is for county jail purposes only.

Mr. Dolin asked Ms. Shrimplin to give an example.

Ms. Shrimplin responded that an example would be any services provided to a county prisoner.

Mr. Dolin asked Ms. Shrimplin if an inmate was released then there would be no coverage.

Ms. Shrimplin responded that he was correct.

Mr. Clark stated that there would be coverage at other county facilities involving inmates.

Commissioner Shupe asked if the Board should schedule a meeting with Dr. Vajen.

Ms. Cordle responded yes.

Ms. Shrimplin stated that if Dr. Vajen had questions regarding a new contract that she could help him.

Ms. Cordle responded that she would send Dr. Vajen Ms. Shrimplin's way if needed.

Ms. Cordle recommended that the Board look at readjusting payments since he is currently paying his own medical malpractice insurance.

Ms. Shrimplin stated that CORSA would like to go over coverages with Elected Officials in a presentation. Ms. Shrimplin stated CORSA will speak about loss control services, human resources and defensive driving. Ms. Shrimplin stated that the reason this has come about is that Commissioners were having trouble getting Elected Officials to buy into the risk authority. Ms. Shrimplin stated that they would talk about claims. Ms. Shrimplin stated that this has gone over well in other counties. Ms. Shrimplin stated that CORSA has a department that would also review law suits with the Prosecutor's office, disciplinary items. Ms. Shrimplin stated that this department of CORSA would help out a lot with Human Resources and the Prosecutor's office. Ms. Shrimplin stated that CORSA has two law firms that they work with. One is located in Northern Ohio and the other is located in central Ohio. Ms. Shrimplin stated that CORSA has seen a reduction in errors and omissions.

Commissioner Davis asked Ms. Shrimplin who the firm was in central Ohio.

Ms. Shrimplin responded that it is Isaac, Brandt, Ledman & Teetor.

Mr. Dolin asked how long the presentation would last.

Ms. Shrimplin responded that it would be one and a half (1 ½) to two (2) hours long.

Ms. Cordle requested that we hold the presentation at the Liberty Center and that she would like to include Supervisors also. Ms. Cordle stated that she would check with Ms. Shrimplin and Ms. Knisley for dates.

Ms. Shrimplin informed the Board that she had just received the county appraisal and that she would get with Ms. Cordle to discuss.

11:30 Meeting Jon Kochis, Emergency Management Agency Director

A meeting was held at 11:26 a.m. with Jon Kochis regarding communication repairs for the township fire departments. Commissioners present at this meeting were Steve

Davis, Mike Kiger and Judith Shupe. Also present were Ed Laramée, Carl Burnette and Staci Knisley.

Mr. Kochis reported to the Board that there is a new issue with communications and that a tower repeater needs repaired and is requesting that the Board pay for the repair. The proposal for the repair is \$2,154.55. Mr. Kochis stated that a farmer adjacent to the tower said that it had been hit by two lightning strikes. Mr. Kochis stated that the fire dispatch channel which is in the Richland Township and Bremen Area is owned by the Board of Commissioners. Mr. Kochis stated that the Board owned the license and the Board historically paid for service repairs.

Commissioner Shupe asked Mr. Kochis if this repair would benefit all fire departments.

Mr. Kochis responded that yes it did benefit all fire departments but mostly the eastern area.

Commissioner Shupe asked if the Board should be asking for the fire departments to participate in the cost.

Mr. Kochis responded that he and Chief Perrigo have discussed this to the townships and feel they should participate. Mr. Kochis stated that they may be able to use grant funds in the future.

Commissioner Kiger asked if there were any grant funds available.

Mr. Kochis responded that currently there were not grant funds available.

Commissioner Kiger asked if this was the same problem with the coax split.

Mr. Kochis responded no that the repairs were needed due to the lightning strikes.

Commissioner Shupe asked Mr. Kochis if he should be going to the committee.

Mr. Kochis responded that the committee does not have collective dollars for the repairs.

Commissioner Shupe stated that the county was no different than any other government and that we were able to carry them in the past.

Mr. Kochis asked the Board for assistance in approaching the fire departments requesting that they participate in paying for repairs.

Commissioner Shupe asked what they would do if the Board of Commissioners said no to pay for the repairs.

Mr. Kochis responded that the fire departments would probably try to pay for the repairs.

Commissioner Kiger asked Mr. Kochis if the old tower had lightning protection.

Mr. Kochis responded that no there are no warranties and that this was discovered on a maintenance check. Mr. Kochis stated that if the committee would reach out that it would raid their fund. Mr. Kochis stated that he would like to give the townships notice if they would be paying for the service and repairs in the future. Mr. Kochis stated that the Board owned the equipment and license.

Commissioner Davis asked Mr. Kochis why the Board owned the license.

Mr. Kochis stated that the issuance of the license goes way back.

Commissioner Davis asked Mr. Kochis if there is a license.

Mr. Kochis responded that yes it is a placard.

Commissioner Davis stated that if we have a license that there should be terms and conditions with it.

Mr. Kochis stated that he believes there was a verbal agreement in the 1960's or 1970's and that he would do the research.

Commissioner Shupe stated that the board has paid for the services and repairs out of the goodness of our hearts and we now have financial constraints. Commissioner Shupe stated that she wants the townships to participate.

Commissioner Davis stated that he was not opposed to the idea but had not read the license.

Mr. Kochis stated that the FCC license says that Fairfield County is the owner.

Commissioner Kiger asked Mr. Kochis if all fire departments used the tower.

Mr. Kochis responded that all fire departments except Violet Township and the City of Lancaster use the tower.

Commissioner Kiger asked how the Local Emergency Planning Committee (LEPC) felt about the repair costs.

Mr. Kochis responded that the LEPC funds can only be used for hazardous purposes.

Commissioner Kiger asked if the county could use 911 wireless funds.

Mr. Laramée responded no.

Mr. Kochis stated that it is unfair to expect the County Commissioners to pay for the repair when we do have townships involved.

Commissioner Shupe asked what Mr. Kochis needed from the Board.

Mr. Kochis stated that he will take the information to the fire departments and ask for their participation.

Commissioner Shupe stated that she would not mind paying for it partially if the fire departments participated.

Commissioner Shupe suggested that the Board pay \$1500 and the townships and or fire departments pay the remaining.

Commissioner Davis recommended that the Board pay for the repairs but to advise the associations to be prepared that there will be a change in policy. Commissioner Davis stated that when the Board reviews the policy that they will determine what their responsibilities are.

Mr. Kochis stated that he is sure that the townships will appreciate it. Mr. Kochis asked the Board if they would like him to recommend a percentage to the policy.

Commissioner Davis responded that he would like to see the contractual agreements with the license and if we can not find the agreements we will go forward with a new policy. Commissioner Davis recommends that the Board pay for the repair but states that this will be a shared responsibility in the future.

Commissioner Shupe stated that the county had unknowns in the financial future.

Commissioner Davis stated that he was not suggesting the county occur a lot of expense. Commissioner Davis asked Mr. Kochis to inform the board of the mandates.

Commissioner Shupe asked Mr. Kochis if he had grant funds of \$2500 available for the x-ray machine repair and if the county paid for the repair can they be reimbursed.

Mr. Kochis responded that the grant funds cannot reimburse the expenditure.

Mr. Kochis stated that the next Homeland Security Meeting is in March and the available monies will be \$127,000.

Mr. Kochis said to Commissioner Davis that he would give him background on the Local Emergency Planning Committee.

Commissioner Kiger asked Mr. Kochis if he could call an emergency meeting for the Homeland Security.

Mr. Kochis responded yes.

Commissioner Kiger stated that he thought the x-ray machine was on its last leg and it needed to get taken care of.

Mr. Kochis stated that the bi-laws state that the Homeland Security meet quarterly to discuss grant items and that funding can be approved quickly.

Commissioner Shupe stated that it seems to her that the x-ray machine repair could be paid by grant monies.

Mr. Dolin stated that pre 9/11, the Ohio Supreme Court bumped up their security.

Mr. Kochis stated that he might be able to find cheaper repairs and that he would contact Deputy Marvin to discuss.

Commissioner Davis stated that there is a two part request to Deputy Marvin's request. Commissioner Davis asked Mr. Kochis to see if the Supreme Court had any additional funds and to see if the Judge's capital funds to purchase.

Mr. Kochis stated that machines are expensive.

Commissioner Davis asked Mr. Kochis to report back to the Board.

Mr. Kochis responded that he would contact Deputy Marvin and Jackie Long for further information. Mr. Kochis stated that he did not see the project getting approved by the Local Emergency Planning Committee.

Commissioner Davis stated that Deputy Marvin sought out information and that it is recommended that the machine be replaced in 5-8 years. Commissioner Davis stated that the machine was 15 years old and was acquired before it was used.

Mr. Kochis asked if all three board members agreed to pay for the tower repairs. All three board members responded yes and Commissioner Davis stated that it is in review of policy for future repairs.

12:00 Meeting with Aundrea Cordle re: Clerk/Manager job description

A meeting was held at 12:00 p.m. with Aundrea Cordle to discuss the Clerk/Manager job description and temporary pay rates for the Commissioner's office employees. Commissioners present at this meeting were Steve Davis, Mike Kiger and Judith Shupe. Also present were Staci Knisley.

Ms. Cordle presented various counties Clerks job descriptions and the job description of former Clerk/Manager Scott Zody.

Ms. Cordle recommends to the Board that if an employee is filling in temporarily that he or she go to the higher pay range or 3% or whichever is greater and that historically the temporary increase in 10%.

Commissioner Shupe stated that some of the county employees have expressed an interest in the Clerk/Manager position.

Ms. Cordle stated that she would post internally once the scope of the position is determined. Ms. Cordle recommends that the Board post the position internally and externally simultaneously.

Commissioner Kiger agreed that both should be done simultaneously.

Commissioner Davis asked if the Board will be posting the position as Clerk or Manager.

Ms. Cordle stated that what the Board decides in they want in the position is the key.

Commissioner Kiger stated that now was the time to make changes if necessary.

Commissioner Davis asked the Board if there was a problem with the current description and if there is let's fix it.

The Board members and Ms. Cordle reviewed the description and made changes.

Commissioner Davis asked Ms. Cordle what the deadline is.

Ms. Cordle recommended two (2) weeks and encourages that the Board post in the newspaper and worknet.

Commissioner Kiger recommended that the salary range of \$50,-69,000 remain the same. All three board members agreed.

Commissioner Davis asked Ms. Cordle to make the deadline on Monday, February 7th.

Ms. Cordle responded that she typically reviews the resumes and recommends that Friday, February 4th be the deadline and that she can have them ready for the board by Tuesday, February 8th. Ms. Cordle stated that she would post the job description on Worknet, CCAO's bulletin and will post the description one time in the Lancaster Eagle Gazette.

Commissioner Shupe and Commissioner Davis also recommended that the job description be posted one time in the Lancaster Eagle Gazette.

Ms. Cordle stated that the job description will be posted on January 23rd in the Lancaster Eagle Gazette and will be posted on Worknet today.

The Board of Commissioners and Aundrea Cordle met with Staci Knisley, Christina Foster and Theresa Haynes individually to discuss their temporary increase in pay. The Board of Commissioners agreed to increase Staci Knisley's pay by \$2.50, Christina Foster's pay by \$1.25 and Theresa Haynes pay by \$1.25 effective January 10, 2011.

Adjournment

With no further business to come before the Board, on the motion of Steve Davis and the second of Judith Shupe, the Board of Commissioners voted to adjourn at 1:00 p.m.

Roll call vote on the motion resulted as follows:

Voting aye thereon: Steve Davis, Judith Shupe and Mike Kiger

Mike Kiger
Commissioner

Steven A. Davis
Commissioner

Judith K. Shupe
Commissioner

Staci A. Knisley, Temporary Clerk

**THE NEXT REGULAR MEETING OF THE BOARD OF COMMISSIONERS' IS
SCHEDULED FOR TUESDAY, JANUARY 25, 2011 AT 10:00 A.M.**