

**Regular Meeting #4-2012
Fairfield County Commissioners' Office
January 24, 2012**

Meeting with Lou Varga and Helen Mayle

The Commissioners met with Lou Varga (Varga Communications) and Helen Mayle (President, Pickerington Area Chamber of Commerce) to discuss the 2012 State of the County. Commissioner Davis called the meeting to order at 9:04 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Jeff Barron, Aunie Cordle, Jason Dolin, Staci Knisley, Dave Levacy, Branden Meyer, and Tony Vogel.

Commissioner Davis stated that the Commissioners had only begun the discussion last week regarding their areas to cover during the State of the County. He suggested that Commissioner Shupe discuss the collaborative efforts that the county is working on and suggested that Commissioner Kiger give a "year in review" of the high priority items that were mentioned last year and mentioned and accomplished. He stated that he would like to give a short term financial picture of the future.

Commissioner Shupe stated that a overall theme has not been chosen yet.

Ms. Mayle suggested collaboration, cooperation and communication.

Commissioner Davis stated that each Commissioner had a different preparation last year. He stated that he will speak with no video.

Commissioner Kiger stated that he has already spoken to Mr. Varga regarding the taping of his remarks.

Commissioner Shupe stated that she will have still shots behind her on the screen during her portion.

Commissioner Kiger stated that he would like to also discuss the need of the public safety facility.

Ms. Mayle asked that the timeframe usually is.

Commissioner Shupe stated that lunch will be served at 11:30 a.m., with the presentation starting at noon.

Ms. Mayle suggested opening the doors for networking at 11:00 a.m.

Commissioner Davis agreed.

Commissioner Shupe stated that the Recycling Center provides the centerpieces.

Ms. Mayle asked about tablecloths. She asked about the sponsorship levels.

Mr. Varga stated that most companies purchased this in a package deal. He stated that the State of the County was \$100.

Ms. Mayle stated that she hopes that the Lancaster Chamber will send invites out.

Commissioner Shupe stated that there are usually around 200 attendees.

Ms. Mayle stated that Brett Miller will be the M.C. for the lunch. She asked if there was anything that she the Commissioners want her to do or not to do.

Commissioner Davis stated that the county employee verses business people mix in the past could be made better. He felt that the businesses could be better represented.

Ms. Mayle stated that Mark Kvamme spoke at one her Chamber luncheons and stressed "Ohio is open for business."

Commissioner Davis stated that the Opiate Task Force and the Historical Parks had booths last year.

Ms. Mayle stated that the 33 Development Alliance could have a booth.

Commissioner Shupe suggested the Revolving Loan Fund.

Commissioner Davis stated that there is plenty of time to plan since the State of the County is in March.

Ms. Mayle stated that she would like to see the county be "a stronger unit" and the northern and southern be not so polarized.

Commissioner Davis stated that David Fey had explained that 200 years ago two different ethnicities settled each part of the county, the north and south.

Commissioner Shupe stated that Mr. Fey had spoken during a portion of the State of the County a few years ago.

Ms. Mayle stated that she would like a focus not on "how we got here, but how we get there." She asked what the price was last year.

Ms. Knisley stated about \$12-\$15 per person.

Commissioner Shupe asked Mr. Varga how much time he needs to prepare.

Mr. Varga stated that he would like to plan about 2 weeks out.

The meeting concluded at 9:34 a.m.

Review Session

The Board of Commissioners met at 9:35 a.m. to review legal issues, pending and future action items and correspondence. Commissioners present were Steven Davis, Mike Kiger, and Judith Shupe. Also present were Jeff Barron, Aunie Cordle, Jason Dolin, Staci Knisley, Dave Levacy, Branden Meyer, and Tony Vogel.

Legal Questions Under Review and Prosecutor's Pending Items

▪ Transfer of MCU Property in Muskingum County

Mr. Dolin stated that this will hopefully close on Friday, January 27 at 10:00 a.m.

▪ Fox and Crows Bounty

Mr. Dolin stated that the requirement for fox and crow bounties was repealed several years ago.

▪ Dr. Vajen's Contract

Mr. Dolin stated that he sent the draft version of Dr. Vajen's contract to the Sheriff to review.

▪ Educational Service Center Lease Agreement

Mr. Dolin stated that he has reviewed the agreement.

Mr. Meyer stated that Mr. Dolin suggested waiting for May to approve the lease agreement and extension for the ESC.

Mr. Dolin stated that there are provisions pertaining to utility payments and preferred approving this closer to the date that the lease expires.

Pending Items

▪ Public Safety Committee Report

There was no update.

▪ Airport Board Vacancies

Mr. Meyer provided three names of interested individuals.

Commissioner Davis asked that the individuals come in next Tuesday to meet with the Commissioners for a brief 10 minute meeting.

▪ 2012 State of the County

This was discussed previously during the meeting with Lou Varga and Helen Mayle.

▪ Follow up with Sheriff's Office Regarding Letter from ODRC

Commissioner Davis stated that the original information that the Commissioners were provided was correct.

▪ Courthouse Keycard Access

Mr. Vogel stated that the keycard access would be placed on the four exterior doors of the courthouse.

Commissioner Davis asked what the "upside" of having this would be.

Mr. Vogel stated that access could be turned on and off anytime. If there was an evening meeting the access could be turned off and set to automatically lock.

Commissioner Davis asked what the ongoing cost would be if any.

Mr. Vogel stated that the cost would be minimal, about \$2-\$3 per card.

Commissioner Davis asked what Mr. Vogel's suggestion is regarding this.

Mr. Vogel stated that he had stated previously that if the cost would drop below \$10,000 that he would recommend doing this.

Commissioner Davis asked whether Mr. Vogel had contact more than one company to obtain quotes.

Mr. Vogel stated that he received 3 quotes that were \$11,000.

Items that Need New Action/Attention- Requests and Review

▪ Sign for Engineer's Office

Mr. Vogel suggested that the gas tax should pay for this sign.

Commissioner Kiger agreed.

Commissioner Davis asked that Jeremiah Upp come to meet with the Commissioners. He asked Mr. Meyer to see if he was available later in the afternoon or the following week.

Commissioners Shupe and Kiger agreed that they would like for Mr. Upp to come meet with them.

Commissioner Davis also stated that he would like to discuss the allocation to the Engineer's office with Mr. Upp.

▪ Hall of Justice Elevator

Commissioner Vogel stated that the elevator at the Hall of Justice needs to be upgraded to have an optical eye detector. He stated that the door closes and takes a lot of effort to push it open when it starts to close.

Review Session ended at 9:54 a.m.

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, January 20, 2012 beginning at 10:04 a.m., with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Jeff Barron, Aunie Cordle, Jason Dolin, Dave Levacy, and Branden Meyer.

Pledge of Allegiance

Commissioner Davis asked everyone to rise and led the Pledge of Allegiance.

Announcements

No announcements made.

Public Comment

No public comment made.

Approval of Minutes from the Regular Meeting for Tuesday, January 17, 2012

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of minutes from the Regular Meeting for Tuesday, January 17, 2012.

Roll call vote of the motion resulted as follows:

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

Approval of a 2012 Contract of Services with Downes Fishel Hass Kim LLP [Fairfield County Commissioners]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of a 2012 Contract of Services with Downes Fishel Hass Kim LLP [Fairfield County Commissioners], see Resolution 2012-01.24.a.

Roll call vote of the motion resulted as follows:

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

Approval of Change Order for the Approved Contract between the Fairfield County Commissioners and Beatty Professional Services, LTD for renovations to the Fairfield County Board of Developmental Disabilities Administrative Offices [Fairfield County Board of Developmental Disabilities]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of Change Order for the Approved Contract between the Fairfield County Commissioners and Beatty Professional Services, LTD for renovations to the Fairfield County Board of Developmental Disabilities Administrative Offices [Fairfield County Board of Developmental Disabilities], see Resolution 2012-01.24.b.

Roll call vote of the motion resulted as follows:

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

Approval of CAP Commission of the Lancaster-Fairfield County Area's application to the Ohio Department of Development, Office of Community Development's Housing Stability Program [Fairfield County Community Action]

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of CAP Commission of the Lancaster-Fairfield County Area's application to the Ohio Department of Development, Office of Community Development's Housing Stability Program [Fairfield County Community Action]see Resolution 2012-01.24.c.

Roll call vote of the motion resulted as follows:

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

Approval of Engineer's Resolutions

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of the following Engineer's Resolutions:

- 2012-01.24.d Approval of Scheduling Annual Township Trustee Meetings [Fairfield County Engineer]
- 2012-01.24.e Approval of Amending Advertising Dates for the FAI-CR6-7.674 Cedar Hill Road Culvert Replacement Project [Fairfield County Engineer]
- 2012-01.24.f Approval of Advertising for the 2012 Spraying for Weed Control Project [Fairfield County Engineer]
- 2012-01.24.g Approval of Allowable Weight Reduction on County Township Roads for 2012 [Fairfield County Engineer]

Roll call vote of the motion resulted as follows:

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

Approval of Job & Family Services' Resolutions

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of the following Job & Family Services' Resolutions:

- 2012-01.24.h Approval of a Service Agreement by and between Fairfield County Job & Family Services, Child Protective Services Division and A New Leaf [Fairfield County Job & Family Services]
- 2012-01.24.i Approval of a Contract Amendment by and between Fairfield County Job & Family Services (FCJFS), and Fairfield Information Services & Associates, Inc. [Fairfield County Job & Family Services]

Roll call vote of the motion resulted as follows:

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

Approval of Appointment of Amy Eyman to the Regional Planning Commission [Fairfield County Regional Planning Commission]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of Appointment of Amy Eyman to the Regional Planning Commission [Fairfield County Regional Planning Commission], see Resolution 2012-01.24.j.

Commissioner Shupe asked who submitted the name for appointment.

Mr. Meyer stated that Ms. Mattei had recommended this appointment. He asked whether the Commissioners are going to be selective with the appointments or whether they would like all appointments to be discussed. He stated that any resolutions or letters will be put on the Review Session agenda to discuss.

Roll call vote of the motion resulted as follows:

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

Approval of Commissioners' Financial Resolutions

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of the following Commissioners' financial resolutions:

- 2012-01.24.k Approval of Request for Payment and Status of Funds Report- FY2010 OHTF Funds- Drawdown for \$1,235 [Fairfield County Commissioners]

- 2012-01.24.l Approval of Payment of Invoices without an appropriate carryover purchase order for the Commissioners' Office [Fairfield County Commissioners]
- 2012-01.24.m Approval of Advance from the General Fund to the OHTF Fund #2732- Cash Subfund #8008- Fairfield County Commissioners FY2010 [Fairfield County Commissioners]

Roll call vote of the motion resulted as follows:
 Voting aye thereon: Steven Davis, Mike Kiger and Judith Shupe

Approval of Miscellaneous Financial Resolutions

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of the following Miscellaneous financial resolutions:

- 2012-01.24.n Approval of Repayment of an Advance to the ADAMH General Fund 2066 Fund 2756 ODADAS-ARRA [Fairfield County ADAMH Board]
- 2012-01.24.o Approval of Repayment of an Advance to the ADAMH General Fund- ODMH-ARRA 2755 [Fairfield County ADAMH Board]
- 2012-01.24.p Approval of Payment of Invoices without an Appropriate Carryover Purchase Order for the ADAMH Board [Fairfield County ADAMH Board]
- 2012-01.24.q Approval of Request for an Advance from the General Fund for the FY11/12 Adult Community Based Correction Fund [Fairfield County Adult Probation]
- 2012-01.24.r Approval of Payment of a Voucher without an Appropriate Carryover Purchase Order for the Adult Probation Department [Fairfield County Adult Probation]
- 2012-01.24.s Approval of Payment of Voucher without an Appropriate Carryover Purchase Order for the Adult Probation Department [Fairfield County Adult Probation]
- 2012-01.24.t Approval of Payment of a Voucher without an Appropriate Carryover Purchase Order for the Auditor's Department [Fairfield County Auditor]
- 2012-01.24.u Approval of Account to Account Transfer Appropriations- Major Object Expenditure Category (1001- General Fund) [Fairfield County Clerk of Courts]

Roll call vote of the motion resulted as follows:
 Voting aye thereon: Steven Davis, Mike Kiger and Judith Shupe

Approval to Appropriate from Unappropriated in a Major Expenditure Object Category- Clerk of Courts Fund #1001- Contractual Services [Fairfield County Clerk of Courts]

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted to table the approval to Appropriate from Unappropriated in a Major Expenditure Object Category- Clerk of Courts Fund #1001- Contractual Services [Fairfield County Clerk of Courts], see Resolution 2012-01.24.v.

Roll call vote of the motion resulted as follows:
 Voting aye thereon: Mike Kiger
 Voting nay thereon: Steven Davis and Judith Shupe

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval to Appropriate from Unappropriated in a Major Expenditure Object Category- Clerk of Courts Fund #1001- Contractual Services [Fairfield County Clerk of Courts], see Resolution 2012-01.24.v.

Roll call vote of the motion resulted as follows:
Voting aye thereon: Steven Davis and Judith Shupe
Voting nay thereon: Mike Kiger

Approval of Miscellaneous Financial Resolutions

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of the following Miscellaneous financial resolutions:

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| 2012-01.24.w | Approval to Appropriate from Unappropriated Funds, Motor Vehicle Fund 2024, the County Engineer [Fairfield County Engineer] |
| 2012-01.24.x | Approval of Attached Requests for Payments of Invoices without Appropriate Carryover Purchase Orders- Fairfield County Engineer's Office [Fairfield County Engineer] |
| 2012-01.24.y | Approval of Payment of a Voucher without an Appropriate Carryover Purchase Order for the FAcF Department #6000- Fund #7521 [Fairfield County Family, Adult & Children First Council] |
| 2012-01.24.z | Approval of Payment of a Voucher without an Appropriate Carryover Purchase Order for the FAcF Department #6000- Fund #7521 [Fairfield County Family, Adult & Children First Council] |
| 2012-01.24.aa | Approval of Payment of Invoices without an Appropriate Carryover Purchase Order for the Fairfield County Job & Family Services [Fairfield County Job & Family Services] |
| 2012-01.24.bb | Approval of Memo Expenditure- Fairfield County Job & Family Services [Fairfield County Job & Family Services] |
| 2012-01.24.cc | Approval of Payment of a Voucher without an Appropriate Carryover Purchase Order for the Fairfield County Board of MRDD [Fairfield County Board of Developmental Disabilities] |
| 2012-01.24.dd | Approval of Payment of a Voucher without an Appropriate Carryover Purchase Order for the Fairfield County Board of MRDD [Fairfield County Board of Developmental Disabilities] |
| 2012-01.24.ee | Approval of Payment of a Voucher without an Appropriate Carryover Purchase Order for the Fairfield County Board of MRDD [Fairfield County Board of Developmental Disabilities] |
| 2012-01.24.ff | Approval of Payment of a Voucher without an appropriate Carryover Purchase Order for 2100- Prosecutor Department [Fairfield County Prosecutor] |
| 2012-01.24.gg | Approval of Attached Requests for Payments of Invoices without Appropriate Carryover Purchase Orders- Fairfield County Sheriff's Office [Fairfield County Sheriff] |
| 2012-01.24.hh | Approval of Attached Requests for Payments of Invoices without Appropriate Carryover Purchase Orders- Fairfield County Utilities Office [Fairfield County Utilities] |

Roll call vote of the motion resulted as follows:
Voting aye thereon: Steven Davis, Mike Kiger and Judith Shupe

Approval of Authorization for Payment of Bills, January 24, 2012 [Fairfield County Commissioners]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of Authorization for Payment of Bills, January 24, 2012 [Fairfield County Commissioners], see Resolution 2012-01.24.ii.

Roll call vote of the motion resulted as follows:

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

The Regular Meeting ended at 10:12 a.m.

Review Session (continued)

The Board of Commissioners met at 10:20 a.m. to review legal issues, pending and future action items and correspondence. Commissioners present were Steven Davis, Mike Kiger, and Judith Shupe. Also present were Aunie Cordle, Jason Dolin Staci Knisley, Dave Levacy, and Branden Meyer.

Items that Need New Action/Attention- Requests and Review (continued)

- Sales Tax Extension

Commissioner Kiger stated that this item needs to be addressed. He stated that Jeanette Addington has been asked to include this in her projections. He stated that this expires at the end of 2013.

Commissioner Shupe stated that this was temporary and stated that she would not be voting on the sales tax issue this year. She stated that the decision to extend or not extend the tax would not affect the way that the budgeting for 2013 because the tax is still in effect.

Commissioner Kiger stated that this was supposed to be temporary when passed, but "things have changed." He stated that he would like this to be considered and taken of. He stated that not increasing this would be a \$3.5 million hit to the General Fund.

Commissioner Davis stated that he thought that the budget hearings were helpful. He stated that he would like more time to finish resolving the issues that were discovered in last year's hearings and see how to move forward.

Commissioner Shupe asked which area Commissioner Davis feels still needs work.

Commissioner Davis stated that there are some "low hanging fruit" that are easily solvable, but still more work to do regarding this. He stated that the transfer to the Engineer's office is still strong and can still come down. He stated that the Parks' Department problem is solved and stated that the county will not have to "bridge them" until their levy funding starts. He stated that OSU Extension is using their drawdown for this current year.

Commissioner Shupe stated that as things move forward through the year things that need changed will be able to be touched upon.

Commissioner Davis stated that he would like to have more discussion regarding the Engineer's office. He further stated that it would be hard to imagine the health of the General Fund if \$3.5 million is taken out of the revenue stream.

- Commissioners' Committees/Boards

Mr. Meyer stated that Commissioner Shupe wanted to discuss the following boards: Tax Incentive Review Council, Community Action Planning Committee, and Revolving Loan Fund.

Commissioner Shupe asked whether Commissioner Kiger wanted to continue serving on the Family, Adult and Children First Council Board.

Commissioner Kiger stated that he would like to step down.

Commissioner Shupe stated that she would like to serve on this board.

Commissioner Davis asked who serves on the Tax Incentive Review Council.

Commissioner Shupe stated that she serves on this board and would like to continue serving on this board and also on the Revolving Loan Fund.

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Commissioner Kiger stated that he would like to remain on Community Action's Planning Committee.

Commissioner Davis stated that hopefully this year the Board of Revisions are scheduled with more notice than last year.

Commissioners Shupe and Kiger agreed.

▪ Request for letter of support, re: "The Patriot Games"

Commissioner Davis stated that he read the information and believes that supporting this event is a good thing.

Commissioner Shupe and Kiger agreed.

▪ Elected Official/Department Head Roundtable Dates

Mr. Meyer stated that the dates will be in the following months: February, May, August, and November.

Commissioner Davis stated that the meetings need to have a greater sense of purpose.

Ms. Knisley stated that MAPSYS will be discussed during the February meeting.

Commissioner Shupe stated that these meetings used to be every month, but scaled them back to having them quarterly. She stated that each department is able to inform the other departments what is going on in their departments and have an understanding of the other departments.

Commissioner Davis asked about MAPSYS.

Mr. Meyer stated that the software is being finalized now and will be ready to test it very soon. He stated that it will be tested for hopefully a month and then will go live with it.

Commissioner Davis suggested that a theme or topic of discussion be set for each meeting. He suggested Mr. Fey coming in May to discuss the future of the Historical Parks and possibly the Sheriff could come in August to discuss the new jail annex at SCI.

Ms. Cordle stated that last year was an "off year."

Commissioner Kiger stated that the time of Thursdays at 8:30 a.m. seemed to work well.

Mr. Meyer suggested listing the topics/speakers on the schedule.

Commissioner Davis agreed.

Ms. Knisley asked about the Department Head meetings the first Monday of the month.

Ms. Cordle suggested using the holidays as the months where the meetings do not occur.

The Commissioners agreed.

Invitations

▪ Canal Winchester Chamber of Commerce Annual Banquet- Friday, March 9, 2012. Tradeshow- 5:30 p.m.; Dinner- 7:00 p.m. Location- Cheers Chalet

Commissioner Shupe stated that she will be attending.

Commissioner Kiger stated that he will be attending.

Commissioner Davis stated that he will check his schedule.

▪ 2011 United Way Campaign Awards Banquet- Wednesday, February 8, 2012. Dinner: 5:45 p.m. Location- Liberty Center

Commissioner Shupe stated that she will be on vacation and unable to attend.

Commissioner Kiger stated that he will check his schedule.

Commissioner Davis stated that he will be attending.

Informational

- Letter received from Ohio Department of Health, re: On-Site Monitoring Visit of FAF
- Thank you letter from Ohio Township Association
- Memo received from Sheriff Phalen, re: 2011 Law Enforcement Trust Fund Report for the Fairfield County Sheriff's Office

Miscellaneous Discussion

▪ Staff Evaluation

Commissioner Davis stated that he would like to have an Executive Session to have a Staff Evaluation that has not occurred yet.

▪ Meister Road Vacation

Commissioner Shupe stated that she received information from a resident concerned with the Meister Road vacation.

Mr. Meyer stated that he has asked Jeff Baird to call the individual.

▪ Clearport Road Plowing

Commissioner Kiger stated that he received an email from a resident expressing frustration with a township road that was not getting plowed. He stated that he received a reply from the Engineer's office and forwarded it to the citizen, who seemed satisfied with the response.

Review Session ended at 10:48 a.m.

Executive Session *[not public pursuant to RC 121.22(G)(1)]*

On the motion of Steven Davis and second of Mike Kiger, the Board of Commissioners voted to enter into Executive Session at 10:48 a.m. for the purpose of having a personnel staff evaluation. Commissioners present were Judith Shupe, Steve Davis and Mike Kiger. Also present were Shane Farnsworth, and Branden Meyer.

Roll call vote of the motion resulted as follows:

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

On the motion of Steven Davis and second of Judith Shupe, the Board of Commissioners voted to adjourn from Executive Session at 11:30 a.m.

Roll call vote of the motion resulted as follows:

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

No formal actions were taken.

Adjournment

With no more business to discuss, on the motion of Steven Davis and a second of Judith Shupe, the Board of Commissioners voted to adjourn at 11:31 a.m.

Roll call vote on the motion resulted as follows:

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

The next regular meeting of the Board of Commissioners is scheduled for Tuesday, January 31, 2012 at 10:00 a.m.

Motion by: Mike Kiger

Seconded by: Judith Shupe

that the minutes were approved by the following vote:

YEAS: Steven Davis, Mike Kiger, and Judith Shupe

NAYS: None

ABSTENTIONS: None

*Approved on January 31, 2012.

Steven A. Davis
Commissioner

Mike Kiger
Commissioner

Judith K. Shupe
Commissioner

Branden C. Meyer, Clerk