

Regular Meeting #04- 2013
Fairfield County Commissioners' Office
January 29, 2013

Meeting with Tony Vogel and Dennis Keller

The Board of Commissioners met at 9:00 a.m. with Tony Vogel and Dennis Keller to review the Facilities Director transition. Commissioner Davis called the meeting to order with the following Commissioners present: Steven Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Jeff Barron, Jason Dolin, Aundrea Cordle, Jon Slater, Jr., Ed Laramie and Staci Knisley.

Mr. Keller stated that Mr. Vogel has taken him around to all of the county facilities and has gone over all pending projects. Mr. Keller stated that he is trying to get familiar with his staff and feels that an overlap of former Facilities Director is not necessary anymore and that he will call Mr. Vogel occasionally. Mr. Keller stated that it will take some time to learn everything but does not want to take up any more of Mr. Vogel's time. Mr. Davis asked Mr. Vogel for his thoughts. Mr. Vogel stated that Mr. Keller was ready and capable. Mr. Vogel stated that they have scratched the surfaces of the Health Department and Clerk of Courts title moves. Mr. Vogel stated he would be available for any calls from Mr. Keller.

Mr. Davis stated that he has been asked by Rotarians on what the Board will be doing with the Clarence E. Miller Building (CEM) after the Health Department moves out. Mr. Davis stated that he expressed to them that the decision on what to do with the CEM building will not be based solely on math. Mr. Davis stated that he has reached out to Jennifer Smith, the daughter of Clarence Miller out of respect for the family's thoughts on the structure. Mr. Davis stated that he admired Clarence Miller and realizes the status of the CEM building is a sensitive issue as the move occurs. Mr. Davis stated that the Board will be interested in Mr. Keller's guidance in the future.

Mr. Kiger stated that he received an email from the Model Railroader's group requesting that the property that they use at the CEM property be given to them. Mr. Kiger presented a GIS picture of the property and believes the plot cannot be split and given to them.

Mr. Davis stated that early last year a paranormal group wanted to visit the CEM building to view "ghosts" and the Board declined that request. Mr. Davis stated that county employees approached him and asked that the Board reconsider and showed him a picture of what was considered to be a ghost.

Mr. Davis stated that there was a cemetery near the the CEM property. Mr. Vogel stated that there is a cemetery from the 1800's at the property. Mr. Vogel stated that currently the mowing of the cemetery is fairly easy to maintain. Mr. Vogel stated that after the Health department moves out that there will still be two (2) tenants at the property and that the property will still have to be maintained. Mr. Kiger stated that the City might be held responsible for the maintenance. Mr. Kiger stated that Ohio Revised Code says that cemeteries are maintained by Townships and City Corporations.

Mr. Davis stated that he supports the visit out to the CEM Building from the group interested in paranormal studies.

Mr. Vogel stated that there are still old Board of Education files stored out to the CEM building.

Ms. Brown stated that she and Mr. Keller have connected, and Me. Keller will be acquiring a computer and kiosk for his employees for payroll and other communication purposes. Mr. Keller stated that the kiosk would be located at the Maintenance shop on Lincoln and that his would help communicate with payroll and health insurance updates.

Mr. Vogel stated that the removal of the tank at the Fairgrounds may have an additional \$1,000 cost to the project. Mr. Vogel stated that the tank may require rental of a crane to get it lifted. Mr. Vogel stated that he is trying to negotiate a reduced cost from the contractor Rhodes. Mr. Vogel stated that he is checking to see if the tank is empty or

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not. Mr. Vogel stated that the Engineer said that there were 300 gallons of diesel left in the tank. Mr. Keller stated that there could be tar build up in the tank. Mr. Vogel stated that the tank might be welded. Mr. Davis stated that he supports the removal of the tank and would like to get this resolved. Mr. Davis stated if there is further complication and additional costs to the removal, he asked Mr. Vogel and Mr. Keller to keep the Board informed. Mr. Levacy and Mr. Kiger both agreed they are on board with Mr. Davis' decision.

Mr. Kiger stated that Mr. Keller should establish a policy for employees to review their email twice a day. Ms. Cordle suggested coaching for employees, which will take some time, before a policy is set.

Review Session

The Commissioners met at 9:15 a.m. to review legal issues and pending or future action items and correspondence. Commissioner Davis called the meeting to order with the following Commissioners present: Steven Davis, Mike Kiger, and Dave Levacy. Also present were Carri Brown, Jason Dolin, Aundrea Cordle, Jeff Barron, Ed Laramée, Jon Slater, Jr. and Staci Knisley.

- **Legal Update**
 - a. Certified letter from Schiff and Associates
Mr. Dolin stated that there is a letter on review from Schiff & Associates regarding an automobile accident. Mr. Dolin stated that this is his first time viewing the letter. Ms. Cordle stated that this is a new claim regarding the Engineer and she will forward this on to CORSA.
 - b. Email from Jonathon Ferbrache – Agricultural Easement Purchase Program
Mr. Dolin stated that this not a legal matter at this point, but there are programmatic questions.
 - c. Other Updates
Ms. Cordle asked the Board for an executive session later regarding a workers' compensation issue relating to personnel.

Meeting with Holly Mattei regarding the changes to FHWA Urbanized Area Boundary

The Board of Commissioners met at 9:21 a.m. with Holly Mattei, Director of the Regional Planning Commission (RPC) regarding the changes to the FHWA Urbanized Area Boundary. Commissioner Davis called the meeting to order with the following Commissioners present: Steven Davis, Mike Kiger, and Dave Levacy. Also present were Carri Brown, Jason Dolin, Aundrea Cordle, Jeff Barron, Ed Laramée, Jon Slater, Jr. and Staci Knisley.

Ms. Mattei stated that the Mid Ohio Regional Planning Commission (MORPC) makes changes to boundaries after a census is completed. Ms. Mattei stated that MORPC is considering expanding its Metropolitan Planning Organization (MPO) Area to include Liberty Township. Ms. Mattei stated that Violet Township and Bloom Township are already in the MPO area. Ms. Mattei stated that the Board of Commissioners already pays fees to MORPC that includes Violet and Bloom Township. Ms. Mattei states that MORPC projects that Liberty Township will have enough population in 2035 to be included in the MPO. Ms. Mattei stated that if Liberty Township is in the MPO that two things will happen. The Board will be responsible to pay for their dues to MORPC and that it starts throwing Liberty Township into the same federally funded programs as the City of Columbus, which will make it hard to compete. Mr. Davis asked what would happen if the Board did not support this change. Ms. Mattei stated that there will be a series of committee meetings to discuss the change, and the potential change could happen whether the Board supports this or not. Mr. Levacy asked what the criteria are for this change. Ms. Mattei stated that a population of 50,000 is needed and the area has to be contiguous with another urbanized area. Mr. Levacy stated that he would be opposed to this change if based on projections only. Ms. Mattei suggested that she will draft a letter to the Village of Baltimore and Liberty Township asking for their comments.

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Mr. Davis stated that he supports Ms. Mattei. Mr. Levacy stated that Millersport has seen this similar situation before with being contiguous with Licking County. Ms. Mattei stated that the City of Lancaster does not have a population of 50,000 and should not be affected in the near future.

Review continued at 9:30

- Lodging Tax Meeting, setting date
Mr. Davis stated that contract with ICEMILLER LLP was signed and approved at last week's meeting and forwarded to Pete Wade. Mr. Davis asked what status was on Ed Laramee sending information to Mr. Wade. Ms. Knisley stated that Mr. Laramee is working on getting the information to Mr. Wade. Mr. Davis stated that both Violet Township and Fairfield County have retained legal counsel and that when both sides have reviewed information all will be ready to meet.
- State of the County Address
Mr. Davis asked who the caterer will be. Ms. Knisley stated that former Clerk Branden Meyer said that the Bremen Chamber would like culinary students to serve and cook food. Mr. Davis stated that he supported the Bremen Chamber's choice of caterer. Mr. Davis stated that he would prefer Lancaster-Fairfield Chamber of Commerce host the future state of the county addresses rather than having a separate chamber host every year. Ms. Brown stated that Innerphase has been contacted for the video coordination and an email has been sent to Elected Officials and Department Heads to seek input and to save the date.
- Roundtables for Elected Officials and Department Heads
Mr. Davis stated that he supported future roundtable discussions as long as they had a point and purpose. Ms. Brown stated that she agreed that each roundtable should have a purpose. Ms. Brown stated that she would prepare communication prior to each roundtable so that they would be prepared. Ms. Brown stated that it would be helpful to have two (2) to four (4) times a year with an agreed upon agenda.

Ms. Brown stated that Commissioner Department Head meetings as a smaller group should be held. Mr. Kiger stated that they used to be scheduled once a month. Ms. Cordle thought that Department Head meetings should be held four (4) times a year. Ms. Cordle stated that this would be valuable and have purpose.

Ms. Cordle asked that there be a scheduled round table for February regarding insurance. Ms. Cordle stated that the insurance open enrollment period is in February and is important for Elected Officials and Department Heads to attend. Mr. Levacy stated that having an agenda and information ahead of time for roundtables is the key.

Mr. Davis suggested that there be four (4) Department Head meetings and perhaps three (3) Elected Official and Department Head roundtables this year. Ms. Brown stated that she would provide written purposes for the meetings. Mr. Davis stated that he wants the department head meetings to be informational on a higher level.

- Request from the Lancaster Farmers Market for use of 239 W. Main Street parking lot

Mr. Kiger stated that he received a request from Sherry Brady with the Lancaster Farmers Market requesting use of the 239 W. Main street parking lot. Ms. Cordle stated that JFS would support the use as long as they are mindful to JFS' clients. The Board agreed to allow the Lancaster Farmers Market to use the lot.

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Report of Administrative Activities Financial Operations update by Executive Director Carri Brown

- Purchasing Cards, P-Cards, Purchase orders (Carry-over) & Procurement Training target end of 2013
Ms. Brown stated that in cooperation with finance there will be procurement training with departments targeted by the end of the year. Ms. Brown stated that the above was for information only to the Board. Mr. Davis stated that he is interested in hearing more about the carryover purchase orders later this year.
- Payroll Processing (Time Sheets, Leave Approvals with Munis)
Ms. Brown stated that the Board of Commissioners' employees are implementing the use of Munis for approval of leave. Ms. Brown stated that she and Ms. Cordle are not in this specific process due to the Board of Commissioners being their supervisor. Auditor Jon Slater, Jr. stated that his offices are already using this process through Munis and their next step is to have each employee enter their hours into Munis.

Update from Commissioner Davis regarding meeting with Jeanette Addington, Jones Cochenour Co.

Mr. Davis stated that he met with the county's Fiscal Consultant Jeanette Addington with Jones Cochenour Company. Mr. Davis stated that they discussed the history of the county's relationship with the company. Mr. Davis stated that he and Ms. Brown will meet with Ms. Addington in the next few weeks to discuss the need for using her services in the future.

Report of Administrative Activities Financial Operations update by Executive Director Carri Brown (continued)

- Payroll Processing timesheets (continued)
Ms. Brown stated that she has implemented new timesheets recapping their 80 hours minimum for department heads that report to her. Ms. Brown stated that the form is appropriate for department heads that are considered salaried and exempt.
- Agricultural Easement Purchase Program, email from Jonathan Febrache
Mr. Dolin stated that this is a policy issue for the Board to discuss that there are only programmatic issues. Ms. Brown stated that she will call Mr. Febrache to discuss further. Mr. Davis stated that Mr. Febrache sent him a memorandum about confusion that exists with the communication of the 1851 Center for Constitutional Law and interpretations of Ohio Revised Code Section 1723.01. If a company is organized for the purpose of transporting natural or artificial gas, petroleum, coal or its derivatives, then such company falls under the provisions of 1723.01. With respect to the question at hand relating to the agricultural easement program, Ms. Brown will follow up with Ms. Febrache.

Recess at 9:54 a.m.

Mr. Davis asked for a brief recess until the 10:00 regular meeting.

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, January 29, 2013 beginning at 10:00 a.m., with the following Commissioners present: Steven Davis, Mike Kiger and Dave Levacy. Also present were Jason Dolin, Ed Laramée, Jon Slater, Jr., Carri Brown, Jeff Barron, Patty Bratton, Bill Miller, Aundrea Cordle and Staci Knisley.

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Pledge of Allegiance

Commissioner Davis asked everyone to rise as able, and he led the Pledge of Allegiance.

Announcements

Commissioner Davis asked Ms. Knisley if there were any announcements. Ms. Knisley stated that she had no announcements.

Public Comment

Commissioner Davis asked if there were anyone from the public who would like to speak or offer comments. No public comments were made.

Approval of Minutes for the Tuesday, January 22, 2013

On the motion of Mike Kiger and second of Dave Levacy, the Board of Commissioners voted on the approval of Minutes for Tuesday, January 22, 2013.

Discussion: Mr. Levacy complimented Ms. Knisley for her work as temporary position as acting clerk. Mr. Davis also complimented Ms. Knisley for her work. Mr. Kiger stated that he agreed with both Commissioners. Ms. Knisley thanked the Board.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Mike Kiger, Dave Levacy and Steve Davis

Approval of Proclamation of Awards to be presented at the American Red Cross Heroes Breakfast

On the motion of Dave Levacy and second of Mike Kiger, the Board voted to approve the proclamation of awards to be presented at the American Red Cross Heroes Breakfast; see resolution # 2013-01.29.a.

Roll call vote of the motion resulted as follows:

Voting thereon: Dave Levacy, Mike Kiger and Steve Davis

Approval of agreement for legal services with Downes Fishel Hass Kim LLP

On the motion of Mike Kiger and the second of Dave Levacy, the Board voted to approve the agreement with Downes Fishel Hass Kim LLP for legal services; see Resolution 2013-01.29.b

Roll call vote of the motion resulted as follows:

Voting aye thereon: Mike Kiger, Dave Levacy, and Steve Davis

Approval of application funding request to the EPA division of Materials Management for a 2013 Materials Recovery Facilities Grant for Lancaster-Fairfield County Community Action Agency, on behalf of the Board of Commissioners

On the motion of Dave Levacy and the second of Mike Kiger, the Board voted to approve the application funding request to the EPA division of Materials Management for a 2013 Materials Recovery Facilities Grant for Lancaster-Fairfield County Community Action Agency, on behalf of the Board of Commissioners; see Resolution 2013-01.29.c

Discussion: Mr. Kiger stated that he had talked to Patty Bratton regarding this request. Mr. Kiger stated that their conveyer belt broke at their recycling center and to replace the belt is \$26,000. Mr. Kiger supports their request and asked Ms. Bratton to be here for questions. Ms. Bratton stated that the application is due Friday and did not need this grant until recently when their conveyor belt broke. Ms. Bratton stated that more plastic

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material has been brought in but due to the economy, recycled material is worth less. Ms. Bratton stated that the buyback program for aluminum is down but is slowly coming back up. Ms. Bratton stated that copper and brass material are steadily going up. Mr. Davis stated that he appreciated the update from Ms. Bratton.

Roll call vote of the motion resulted as follows:
Voting aye thereon: Dave Levacy, Mike Kiger, and Steve Davis

Approval of Engineer's Resolutions

On the motion of Mike Kiger and the second of Dave Levacy, the Board voted to approve the following Engineer's resolutions:

2013-01.29.d A resolution to approve the purchase a 2013 Chevrolet 3500 HD Silverado Crew Cab Pickup with 60" CA, 2 Wheel Drive with Diesel. [Engineer]

2013-01.29.e A Resolution to Approve Advertising by the County Engineer to Sell Scrap Metal and Aluminum. [Engineer]

Discussion: Ms. Brown stated that the resolution to purchase a 2013 Chevrolet Truck is with the vendor of Taylor Chevrolet of Lancaster. Ms. Knisley stated that this purchase is through the State Bid process.

Roll call vote of the motion resulted as follows:
Voting aye thereon: Mike Kiger, Dave Levacy and Steve Davis

Approval of a service agreement for Network Placement with Richmeier Therapeutic Home for Child Protective Services, JFS

On the motion of Dave Levacy and the second of Mike Kiger, the Board voted to approve the service agreement with Richmeier Therapeutic Home for Child Protective Services, Fairfield County Job and Family Services; see Resolution 2013-01.29.f

Discussion: Ms. Brown indicated that the contract was a traditional contract for therapeutic services for Child Protective Services.

Roll call vote of the motion resulted as follows:
Voting aye thereon: Dave Levacy, Mike Kiger and Steve Davis

Approval of financial resolutions for Emergency Management Agency (EMA)

On the motion of Mike Kiger and the second of Dave Levacy, the Board voted to approve the following financial resolutions for EMA:

2013-01.29.g A resolution to amend the certificate, update receipt line item & request for appropriations for additional unanticipated receipts for fund 2724 (subfund 8026) CCP Grant FY10. [EMA]

2013-01.29.h A resolution to amend the certificate, update receipt line item & request for appropriations for additional unanticipated receipts for fund 2722 (subfund 8028) CCP Grant FY10. [EMA]

Roll call vote of the motion resulted as follows:
Voting aye thereon: Mike Kiger, Dave Levacy and Steve Davis

Approval to appropriate from unappropriated in a major expenditure object category for the Fairfield County Engineer

On the motion of Dave Levacy and the second of Mike Kiger, the Board voted to approve the resolution to appropriate from unappropriated into a major expenditure category in Fund # 2024 for the Fairfield County Engineer; see resolution 2013-01.29.i

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Roll call vote of the motion resulted as follows:
Voting aye thereon: Dave Levacy, Mike Kiger and Steve Davis

Approval of Financial Resolutions

On the motion of Mike Kiger and the second of Dave Levacy, the Board voted to approve the following financial resolutions:

2013-01.29.j A resolution to appropriate from unappropriated in a major expenditure object category EMA Fund 2735 (subfund 8022) SHSP Grant FY2011 [EMA]

2013-01.29.k A resolution to appropriate from unappropriated in a major expenditure object category for the Fairfield-Hocking Major Crimes Unit – Fund 7619 Federal Seizures [Prosecutor- Major Crimes Unit]

2013-01.29.l A resolution to appropriate from unappropriated in a major expenditure object category for the Fairfield-Hocking Major Crimes Unit – Fund 7594 Project Income [Prosecutor- Major Crimes Unit]

2013-01.29.m A resolution to appropriate from unappropriated in a major expenditure object category Utilities Fund 5556 Water System Improvement Bonds, Series 2003 [Utilities]

2013-01.29.n A resolution to appropriate from unappropriated in a major expenditure object category in the Prosecutor's Victim Assistance Grant Fund 2785, Grant year ended 9/30/12 [Prosecutor- Victim/Witness Division]

Roll call vote of the motion resulted as follows:
Voting aye thereon: Mike Kiger, Dave Levacy and Steve Davis

Approval to Amend the Certificate, update receipts, increase appropriations, account to account transfer and a fund to fund transfer – Fairfield County Engineer

On the motion of Dave Levacy and second of Mike Kiger, the Board voted to approve the resolution to amend the Certificate, update receipts, increase appropriations, account to account transfer and a fund to fund transfer for the Fairfield County Engineer; see resolution 2013-01.29.o

Roll call vote of the motion resulted as follows:
Voting aye thereon: Dave Levacy, Mike Kiger and Steve Davis

Approval of a fund to fund transfer – Fairfield-Hocking Major Crimes Unit

On the motion of Mike Kiger and second of Dave Levacy, the Board voted to approve the resolution for a fund to fund transfer for the Fairfield-Hocking Major Crimes unit; see resolution 2013-01.29.p

Roll call vote of the motion resulted as follows:
Voting aye thereon: Mike Kiger, Dave Levacy and Steve Davis

Approval of financial resolutions for the Fairfield County Utilities Office

On the motion of Dave Levacy and second of Mike Kiger, the Board voted to approve the following financial resolutions for the Fairfield County Utilities Office:

2013-01.29.q A resolution authorizing a fund to fund transfer. [Utilities]
2013-01.29.r A resolution authorizing a fund to fund transfer. [Utilities]
2013-01.29.s A resolution authorizing a fund to fund transfer. [Utilities]
2013-01.29.t A resolution authorizing a fund to fund transfer. [Utilities]
2013-01.29.u A resolution authorizing a fund to fund transfer. [Utilities]
2013-01.29.v A resolution authorizing a fund to fund transfer. [Utilities]
2013-01.29.w A resolution authorizing a fund to fund transfer. [Utilities]
2013-01.29.x A resolution authorizing a fund to fund transfer. [Utilities]
2013-01.29.y A resolution authorizing a fund to fund transfer. [Utilities]
2013-01.29.z A resolution authorizing a fund to fund transfer. [Utilities]
2013-01.29.aa A resolution authorizing a fund to fund transfer. [Utilities]

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Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Mike Kiger and Steve Davis

Approval of advances made to grant funds

On the motion of Mike Kiger and second of Dave Levacy, the Board voted to approve the following resolutions for request for advances for grant funds:

2013-01.29.bb A resolution authorizing the approval of repayment of an advance to the General Fund – Fund # 2800 Airport [Commissioners]

2013-01.29.cc A resolution authorizing the approval of repayment of an advance to the General Fund from 2722 (subfund 8028) Citizen Corps Grant Supplement [EMA]

Roll call vote of the motion resulted as follows:

Voting aye thereon: Mike Kiger, Dave Levacy and Steve Davis

Approval for payment of invoices without appropriate carryover purchase orders for various departments

On the motion of Dave Levacy and second of Mike Kiger, the Board voted to approve the following resolutions for payment of invoices for various departments:

2013-01.29.dd A resolution to approve the payment of invoices without appropriate carry-over purchase orders for the Fairfield County ADAMH Board. [ADAMH Board]

2013-01.29.ee A resolution to approve the payment of a voucher without an appropriate carry-over purchase order [Commissioners]

2013-01.29.ff A resolution to approve the payment of a vouchers without appropriate carry-over purchase orders [Commissioners]

2013-01.29.gg A resolution to approve the payment of a vouchers without appropriate carry-over purchase orders for Fairfield County Board of DD [Board of Developmental Disabilities]

2013-01.29.hh A resolution to approve the payment of a voucher without an appropriate carry-over purchase order for the [Engineer's Office] [Engineer]

2013-01.29.ii A resolution to approve the payment of a voucher without an appropriate carry-over purchase order for the [Engineer]

2013-01.29.jj A resolution to approve the payment of a voucher without an appropriate carry-over purchase order for the [Engineer]

2013-01.29.kk A Resolution to approve payment of invoices without an appropriate carry-over purchase order [JFS]

2013-01.29.ll A resolution to approve the payment of a voucher without an appropriate carry-over purchase order for the Fairfield County Sheriff's Office Department

2013-01.29.mm A resolution to approve the payment of a voucher without an appropriate carry-over purchase order for the Fairfield County Sheriff's Office [Sheriff]

2013-01.29.nn A resolution to approve the payment of a voucher without an appropriate carry-over purchase order for the Fairfield County Sheriff's Office [Sheriff]

2013-01.29.oo A resolution to approve the payment of a voucher without an appropriate carry-over purchase order for the Fairfield County Sheriff's Office [Sheriff]

2013-01.29.pp A resolution to approve the payment of a voucher without an appropriate carry-over purchase order for the Utilities Department [Utilities]

2013-01.29.qq A resolution to approve the payment of a voucher without an appropriate carry-over purchase order for the Utilities Department [Utilities]

2013-01.29.rr A resolution to approve the payment of a voucher without an appropriate carry-over purchase order for the Utilities Department. [Utilities]

2013-01.29.ss A resolution to approve the payment of a voucher without an appropriate carry-over purchase order for the Utilities Department [Utilities]

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2013-01.29.tt A resolution to approve the payment of a voucher without an appropriate carry-over purchase order for the Utilities Department [Utilities]

2013-01.29.uu A resolution to approve the payment of a voucher without an appropriate carry-over purchase order for the Utilities Department [Utilities]

2013-01.29.vv A resolution to approve the payment of a voucher without an appropriate carry-over purchase order for the Utilities Department [Utilities]

2013-01.29.ww A resolution to approve the payment of a voucher without an appropriate carry-over purchase order for the Utilities Department [Utilities]

2013-01.29.xx A resolution to approve the payment of a voucher without an appropriate carry-over purchase order for the Utilities Department [Utilities]

2013-01.29.yy A resolution to approve the payment of a voucher without an appropriate carry-over purchase order for the Utilities Department [Utilities]

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Mike Kiger and Steve Davis

Approval for payment of invoices, Cash Disbursement List (aka Bill list) for January 31, 2013 for departments that need Board of Commissioners' approval

On the motion of Mike Kiger and second of Dave Levacy, the Board voted the approval for payment of invoices for January 31, 2013 for departments that need Board of Commissioners' approval; see Resolution 2013-01.29.zz

Roll call vote of the motion resulted as follows:

Voting aye thereon: Mike Kiger, Dave Levacy and Steve Davis

Ms. Knisley announced that the next regular scheduled meeting for the Board of Commissioners will be Tuesday, February 5, 2013.

Commissioner Davis announced that review will be continued in Commissioner Kiger's office followed by meeting with Jennifer Smith, applicant for ADAMH Board appointment at 10:30 a.m. and a couple of executive sessions regarding pending litigation and personnel.

Commissioner Davis stated that the Board will take a short recess at 10:17 a.m.

Review Session continued at 10:26 a.m.

Mr. Davis called review session to order at 10:26 a.m. with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Jason Dolin, Jeff Barron, Aundrea Cordle, Jon Slater, Jr., Ed Laramée and Staci Knisley.

Correspondence & Documents Received

- Letter from the Department of Taxation, reappraisal and triennial update
Mr. Davis asked if there was anything that would concern the Board of Commissioners regarding the letter. Mr. Slater stated that this is routine letter for information only and that another letter will follow instructing the Auditor's office at the appropriate time.
- Letter from Department of Agriculture, Gypsy Moth
Mr. Levacy stated that there are 300 species for trees Mr. Kiger commented that the Department of Agriculture sends informational notices such as this annually.
- LETF Report from Sheriff Phalen & Central Ohio Area Agency on Aging Report
Mr. Davis stated that the Board acknowledges both reports.
- Violet Festival request
Mr. Kiger stated that he met with Debbie with the Violet Festival. Mr. Kiger stated that the Violet Festival is happy with the \$5,000 contribution from the county.

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Calendar Review updates

- Calendar in packet for review
Mr. Davis stated that the Board acknowledges the calendar.
- Celebration of Possibilities, March 28th
Ms. Knisley stated that she would reserve Commissioner Davis, Levacy, Kiger and Executive Director Carri Brown's spot for the event.

Executive Session to discuss hiring of personnel

On the motion of Steve Davis and second of Dave Levacy, the Board of Commissioners voted to enter into executive session at 10:33 a.m. to discuss personnel for hiring the Commissioners' Clerk position.

Discussion: Mr. Davis stated he would like Commissioner Kiger and Commissioner Davis to be present along with Aundrea Cordle, Carri Brown, Staci Knisley and Jason Dolin.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Steven Davis, Mike Kiger and Dave Levacy

On the motion of Steve Davis and second of Mike Kiger the Board of Commissioners voted to exit Executive Session at 10:53 a.m.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Steve Davis, Dave Levacy and Mike Kiger

No formal actions were taken.

Review Session continued at 10:54 a.m.

Meeting with Jennifer Smith, ADAMH Board appointment

The Board of Commissioners met with Jennifer Smith, applicant for ADAMH Board appointment at 10:55 a.m. Commissioners present were: Steve Davis, Dave Levacy and Mike Kiger. Also present were Carri Brown, Aundrea Cordle, Jason Dolin and Staci Knisley.

Ms. Brown introduced, Ms. Jennifer Smith. Ms. Smith apologized for being late due to car trouble. Ms. Smith stated that she had actively practiced as an attorney for three (3) years in the Juvenile Court system. Ms. Smith represented both parties, sometimes as a guardian, and enjoyed seeing her clients progress. Ms. Smith stated that she has since had a child and decided to not practice as an attorney. Ms. Smith stated that she has an interest in ADAMH clients due to her previous experience as a guardian through the Juvenile Court system and wanted to serve on the board as a way to contribute to the community and use her legal expertise in a way to help the community.

Mr. Davis stated that Ms. Smith has made a good first impression by showing her willingness to help ADAMH clients. Mr. Levacy stated that Ms. Smith has the skills to be appointed to the ADAMH board and stated that the ADAMH board is looking forward to her service. Mr. Davis stated that Ms. Smith came to them as a very highly recommended candidate.

Approval to appoint Jennifer Smith to the ADAMH Board

On the motion of Steve Davis and second of Dave Levacy, the Board of Commissioners voted to appoint Jennifer Smith to serve on the ADAMH Board; see resolution 2013-01.29.aa

Roll call vote of the motion resulted as follows:

Voting aye thereon: Steve Davis, Dave Levacy and Mike Kiger

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Executive Session to discuss hiring of personnel

On the motion of Steve Davis and second of Mike Kiger, the Board of Commissioners voted to enter into executive session at 10:58 a.m. to discuss personnel for hiring the Commissioners' Clerk position.

Discussion: Mr. Davis stated he would like Commissioner Kiger and Commissioner Davis to be present along with Aundrea Cordle, Carri Brown and Staci Knisley.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Steven Davis, Dave Levacy and Mike Kiger

On the motion of Mike Kiger and second of Dave Levacy the Board of Commissioners voted to exit Executive Session at 11:34 a.m.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Mike Kiger, Dave Levacy and Steve Davis

No formal actions were taken.

Executive Session to discuss pending and threatening litigation

On the motion of Dave Levacy and second of Mike Kiger, the Board of Commissioners voted to enter into executive session at 11:34 a.m. to discuss pending and threatening litigation.

Discussion: Mr. Davis stated he would like Commissioner Kiger and Commissioner Davis to be present along with Aundrea Cordle, Carri Brown, Staci Knisley and Jason Dolin.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Mike Kiger and Steve Davis

On the motion of Mike Kiger and second of Dave Levacy the Board of Commissioners voted to exit Executive Session at 11:43 a.m.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Mike Kiger, Dave Levacy and Steve Davis

No formal actions were taken.

Review Session continued at 11:44 a.m.

Roundtable discussions

Mr. Kiger stated that he has received a letter from Judge Williams appointing Mr. Kiger to the Multi-Count Juvenile Detention Center Trustees Board. Mr. Davis congratulated Mr. Kiger on this appointment.

Ms. Cordle stated that Commissioners' staff evaluations have been scheduled for February 12th, 10:45 am. to 12:30 p.m. Ms. Cordle stated that the board evaluated staff collectively last year. Mr. Davis stated that the Board will evaluate collectively on one document this year.

Ms. Cordle stated that she has job descriptions for Commissioners' staff and will give to Ms. Brown for review.

Mr. Davis stated that there were no more review items to discuss.

