

**Regular Meeting #46-2012  
Fairfield County Commissioners' Office  
October 2, 2012**

**Meeting with Ginny Shrimplin**

The Commissioners met with Ginny Shrimplin from CORSA. Commissioner Davis called the meeting to order at 9:01 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Jeff Barron, Chip Clark, Aunie Cordle, Jason Dolin, Dave Levacy, Branden Meyer, and Tony Vogel.

Ms. Shrimplin stated that there are many benefits to being a member of CORSA not only the coverage of claims. She stated that their risk control services are "state of the art." She stated that 50% of losses come from automotive claims.

Ms. Cordle stated that the numbers on the handout "are a bit skewed" because it shows one person taking the class, but that is actually the number of classes not the number of individuals.

Ms. Shrimplin stated that the property appraisal was completed in 2010, which CORSA paid \$26,400 to have completed. She stated that CORSA has an HR helpline. She stated that many of our law enforcement staff has taken classes led by CORSA. She stated that a contract was reviewed in 2011, with comments provided back to the county and also explained that the Prosecutor's office should also look at contracts. She stated that they are developing a new class CORSA102, which will discuss bonds and explain the coverage amounts, and flood plain determination such as what is in a flood plain.

Mr. Clark stated that some of the county utilities are in the zone such as the MSMJ site, the flood maps have been redone and some properties came out of the zone.

Ms. Shrimplin stated that flood insurance is very expensive. She stated that Mr. Clark keeps her up to date with changes. She passed out CORSA's annual report. CORSA's financials have increased from \$52 million to \$57 million. This past year was their 25<sup>th</sup> Anniversary.

Commissioner Shupe thanked Ms. Shrimplin for sharing the information.

Commissioner Kiger asked about the defensive driving classes. He asked who else besides the Engineer takes these classes.

Ms. Cordle stated that the Job & Family Services, Utilities, Maintenance Department, and Dog Shelter employees take the class at least every other year.

Commissioner Kiger asked how long the classes last.

Ms. Cordle stated a half day.

Ms. Shrimplin stated that the first class is 4 hours and then the 2 hour refresher course.

Mr. Clark stated that most losses are due to driving.

Commissioner Kiger inquired about law enforcement detention seminars.

Ms. Shrimplin stated that most lawsuits are because Sheriff's Offices have policies in place that are not being followed. She stated that the Sheriff's Office needs legal updates and if there is a policy in place, but not followed, and then the policy should be changed. "If you don't like a policy that's in place, get rid of it."

Commissioner Davis thanked Ms. Shrimplin for her presentation.

The meeting concluded at 9:24 a.m.

### **Meeting with Rhonda Myers**

The Commissioners met with Rhonda, Executive Director of the ADAMH Board. Commissioner Davis called the meeting to order at 9:26 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Jeff Barron, Chip Clark, Aunie Cordle, Jason Dolin, Dave Levacy, Branden Meyer, and Tony Vogel.

Ms. Myers stated that Eric Walker and Bill Weimer's terms have ended in 2011. She stated that the ADAMH Board sent Cherri Russo's as their recommendation.

Commissioner Shupe stated that there seems to be a lot of interest due to the number of letters that have been received.

Mr. Meyer stated that the Commissioners have received 6 names.

Commissioner Davis asked Mr. Meyer to send the resumes and letters to Ms. Myers to look over.

Ms. Myers stated that Mr. Meyer had already sent them to her.

Commissioner Davis stated that the Commissioners were unaware that the Board was down numbers and the positions were not filled.

Ms. Myers stated that ADAMH Board strongly supports Ms. Russo's appointment.

Commissioner Davis asked whether Ms. Myers could look over the applicants and come next week to discuss them.

Commissioner Davis inquired about Cindy Bender's position since her term expires at the end of the year.

Ms. Myers stated that she was unaware whether Ms. Bender wants to be reappointed.

Commissioner Davis stated that he would like to meet with Ms. Myers on October 16 to discuss the candidates.

Ms. Myers stated that a written procedure to handle this would be helpful.

Commissioner Davis stated that the letters will be forwarded to the ADAMH Board for input. He asked whether it is better to get input from the agency or for the agency to tell the Commissioners who they want. He stated that in some situations there could be concern with the agency choosing their board members. He stated that "a mix" of getting Board suggestions and input is most likely the most preferable method.

Commissioner Kiger asked how many vacancies exist.

Commissioner Davis stated that Cherri Russo will be appointed next week, which will leave two vacancies and then possibly one at the end of the year depending whether one of the current members wants to be reappointed.

The meeting concluded at 9:48 a.m.

### **Executive Session**

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted to enter into Executive Session at 9:48 a.m. for the purpose of discussing personnel. Commissioners present were Steven Davis, Judith Shupe, and Mike Kiger. Also present were Aunie Cordle, Jason Dolin, Branden Meyer, and Tony Vogel.

Roll call vote of the motion resulted as follows:

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

\*This meeting was not public pursuant to R.C. 121.22(G)(1).

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted to adjourn from Executive Session at 10:02 a.m.

Roll call vote of the motion resulted as follows:

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

No formal actions were taken.

### **Commissioners' Regular Meeting**

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, October 2, 2012 beginning at 10:07 a.m., with the following Commissioners present: Steven Davis, Mike Kiger and Judith Shupe. Also present were Jeff Barron, Carri Brown, Aunie Cordle, Jason Dolin, Ed Laramée, Dave Levacy, Branden Meyer, Bill Miller, and Tony Vogel.

### **Pledge of Allegiance**

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

### **Announcements**

Commissioner Davis stated that he looked forward to attending the Bremen Chamber of Commerce Luncheon later in the afternoon.

Mr. Dolin stated that the Prosecutor's office is looking into issues at the Dog Shelter. He stated that the Prosecutor's office would be happy to speak with any individuals regarding this and the office is moving forward looking into this.

### **Public Comment**

No public comment.

### **Approval of Minutes from the Regular Meeting for Tuesday, September 25, 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, September 25.

Roll call vote of the motion resulted as follows:

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

**Approval to ratify two (2) change orders previously authorized for the CDBG FY2010 Formula & Neighborhood Revitalization (NRP) projects- Fairfield County Commissioners [Fairfield County Commissioners]**

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval to ratify two (2) change orders previously authorized for the CDBG FY2010 Formula & Neighborhood Revitalization (NRP) projects- Fairfield County Commissioners [Fairfield County Commissioners], see Resolution 2012-10.02.a.

Ms. Cordle stated that this was a renewal of participation in the cooperative with Franklin County to be on the same time schedule as them.

Roll call vote of the motion resulted as follows:

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

**Approval of delinquent sewer rentals [Fairfield County Commissioners]**

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of delinquent sewer rentals [Fairfield County Commissioners], see Resolution 2012-10.02.b.

Roll call vote of the motion resulted as follows:

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

**Approval of contract, notice to proceed and notice of commencement- CDBG Formula FY 2011 Fairfield County, Village of Pleasantville- Water Storage Tank Repainting Project [Fairfield County Commissioners]**

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of contract, notice to proceed and notice of commencement- CDBG Formula FY 2011 Fairfield County, Village of Pleasantville- Water Storage Tank Repainting Project [Fairfield County Commissioners], see Resolution 2012-10.02.c.

Roll call vote of the motion resulted as follows:

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

**Approval of creating a 4-way stop at the intersection of Pleasantville Road (CR 17) and Carroll-Northern Road (CR 36) [Fairfield County Engineer]**

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of creating a 4-way stop at the intersection of Pleasantville Road (CR 17) and Carroll-Northern Road (CR 36) [Fairfield County Engineer], see Resolution 2012-10.02.d.

Roll call vote of the motion resulted as follows:

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

**Approval of United Landmark, LLC Business Credit Application and Terms and Conditions [Fairfield County Utilities]**

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of United Landmark, LLC Business Credit Application and Terms and Conditions [Fairfield County Utilities], see Resolution 2012-10.02.e.

Roll call vote of the motion resulted as follows:

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

**Approval to ratify previous authorization for the FY2010 Formula Drawdown for \$162,500- Fairfield County Commissioners [Fairfield County Commissioners]**

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval to ratify previous authorization for the FY2010 Formula Drawdown for \$162,500- Fairfield County Commissioners [Fairfield County Commissioners], see Resolution 2012-10.02.f.

Roll call vote of the motion resulted as follows:

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

**Approval of request for payment and status of funds report- FY2010 HOME & CDBG funds- Drawdown for \$12,258 [Fairfield County Commissioners]**

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of request for payment and status of funds report- FY2010 HOME & CDBG funds- Drawdown for \$12,258 [Fairfield County Commissioners], see Resolution 2012-10.02.g.

Roll call vote of the motion resulted as follows:

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

**Approval of Commissioners' Resolutions**

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

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|--------------|---|
| 2012-10.02.h | Approval to ratify previous authorization of an advance- Fairfield County Commissioners- FY2010 CDBG Formula [Fairfield County Commissioners]                                 |
| 2012-10.02.i | Approval to ratify previous authorization for payment to contractors- Fairfield County Commissioners FY2010 CDBG Formula payments [Fairfield County Commissioners]            |
| 2012-10.02.j | Approval to ratify previous authorization of an advance- Fairfield County Commissioners- FY2011 ODOT Grant- Fairfield County Airport [Fairfield County Commissioners/Airport] |

Roll call vote of the motion resulted as follows:

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

**Approval of the creation of a special revenue fund for the Fairfield County Commissioners, for the purposes of tracking activity associated with a Local Government Innovation Fund Grant, and in the matter of signing the grant agreement documents [Fairfield County Commissioners]**

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of the creation of a special revenue fund for the Fairfield County Commissioners, for the purposes of tracking activity associated with a Local Government Innovation Fund Grant, and in the matter of signing the grant agreement documents [Fairfield County Commissioners], see Resolution 2012-10.02.k.

Roll call vote of the motion resulted as follows:

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

**Approval of Financial Resolutions**

On the motion of Mike Kiger and second of Judith Shupe the Board of Commissioners voted on the approval of the following Financial Resolutions:

2012-10.02.l	Approval to appropriate from unappropriated in a major expenditure object category- Fairfield County Airport- Fund #5786 [Fairfield County Commissioners/Airport]
2012-10.02.m	Approval of payment of invoices without an appropriate carryover purchase order for the ADAM Board [Fairfield County ADAMH Board]
2012-10.02.n	Approval to appropriate from unappropriated money (Common Pleas Court) [Fairfield County Common Pleas Court]
2012-10.02.o	Approval of account to account transfer of appropriations- major object expenditure category (2002 Org 12200200- Dog & Kennel) [Fairfield County Dog Shelter]
2012-10.02.p	Approval of appropriate from unappropriated in a major object expenditure category- Fairfield County Economic Development- Fund #1001 [Fairfield County Economic Development]
2012-10.02.q	Approval to appropriate from unappropriated funds, Motor Vehicle Fund 2024, the County Engineer [Fairfield County Engineer]
2012-10.02.r	Approval to appropriate from unappropriated funds, Motor Vehicle Fund 2024, the County Engineer [Fairfield County Engineer]
2012-10.02.s	Approval to appropriate from unappropriated funds, Motor Vehicle Fund 2024, the County Engineer [Fairfield County Engineer]
2012-10.02.t	Approval to appropriate from unappropriated money Fund 2443- GIS [Fairfield County GIS Department]
2012-10.02.u	Approval of a fund to fund transfer- From the General Revenue Fund to JFS Special Revenue Funds- 4th (fourth) Quarter 2012 [Fairfield County Job & Family Services]
2012-10.02.v	Approval of fund to fund transfer- General Fund #1001 to Multi-County Juvenile Detention Center #7564- 4th Quarter [Multi-County Juvenile Detention Center]
2012-10.02.w	Approval of fund to fund transfer- General Fund #1001 to Multi-County Juvenile Detention Center #7711- 4th Quarter [Multi-County Juvenile Detention Center]
2012-10.02.x	Approval to appropriate from unappropriated money (Fund #2377 Alt. School Fund) [Fairfield County Juvenile Court]
2012-10.02.y	Approval of account to account transfer Prosecutor's Office [Fairfield County Prosecutor]

Roll call vote of the motion resulted as follows:

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

**Approval of advance from the General Fund to Fund 8016 Victim/Witness Assistance Division of the Fairfield County Prosecuting Attorney, Victims of Crime Act (VOCA) Grant Year 2012-2013 [Fairfield County Prosecutor]**

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of advance from the General Fund to Fund 8016 Victim/Witness Assistance Division of the Fairfield County Prosecuting Attorney, Victims of Crime Act (VOCA) Grant Year 2012-2013 [Fairfield County Prosecutor], see Resolution 2012-10.02.z.

Roll call vote of the motion resulted as follows:

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

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## **Approval of Authorization for Payment of Bills, October 2, 2012 [Fairfield County Commissioners]**

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of Authorization for Payment of Bills, October 2, 2012 [Fairfield County Commissioners], see Resolution 2012-10.02.aa.

Roll call vote of the motion resulted as follows:

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

## **Approval of Commissioners' Resolutions**

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

2012-10.02.bb                      Approval of reduction in appropriations Fund 2765 MCU Drug Law Enforcement Grant [Major Crimes Unit]

2012-10.02.cc                      Approval of account to account transfer of appropriations- Major Object Expenditure Category (2764- JAG 2012 Grant) [Major Crimes Unit]

Roll call vote of the motion resulted as follows:

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

The Regular Meeting ended at 10:19 a.m.

## **Review Session**

The Commissioners met to review legal issues, pending and future action items and correspondence. Commissioner Davis called the meeting to order at 10:25 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Jeff Barron, Aunie Cordle, David Gallimore, Staci Knisley, Ed Laramie, Dave Levacy, Branden Meyer, Jon Slater, and Tony Vogel.

## **Legal Questions Under Review and Prosecutor's Pending Items**

### **▪ Review/Update the Public Records Policy**

Mr. Dolin stated that he had no update.

### **▪ Revolving Loan Fund Agreement for TammiJo's**

Mr. Dolin stated that he had no update.

### **▪ Furever Friends fundraising request**

Mr. Dolin stated that he advised that the request not be granted. He stated that the liability of having non county employees take dogs from the Dog Shelter is too great. He stated that the safer course is that only county employees be allowed to do this.

### **▪ Historical Parks Lease**

Mr. Dolin stated the length of the lease can be whatever both parties desire.

### **▪ County Grant Writer**

Mr. Dolin stated that a grant writer, hired by the county would be allowed to provide support to the townships.

### **▪ H.B. 509**

Mr. Dolin stated that this changed the competitive bidding requirements and also stated that no resolution has to be approved to sell property by internet auction.

## **Pending Items**

### **▪ Board Vacancies: ADAMH Board, Fairfield Metropolitan Housing Authority Board, Airport Board, Area 20 Workforce Investment Board**

Commissioner Davis stated that the would like to meet with both Bill Heath and Judy Groff next week regarding their interest in serving on the Fairfield Metropolitan Housing Authority Board. He inquired about the length of term.

Mr. Meyer stated that the term is for 5 years.

Commissioner Davis suggested that the Commissioners meet with Bruce Burns next week.

Commissioner Kiger asked Mr. Barron to place the information in the paper again.

Commissioner Shupe stated that Mike Miller and David Gallimore are looking for names for the Workforce Investment Board.

Commissioner Davis stated that he would like to retain Mr. Gallimore after he leaves his position on a board.

▪ **Leadership Conference (Budget Retreat)**

Ms. Cordle asked whether Mr. Slater could have a few minutes to discuss the United Way campaign.

Ms. Brown asked whether there were any questions about the slide show.

Commissioner Davis asked whether Ms. Brown had connected with Ken Culver.

Ms. Brown stated yes.

▪ **Budget Hearings**

Commissioner Davis asked how the process is going.

Mr. Meyer stated that all hearings are scheduled with the exception of the judges. He stated that he is trying to work around their schedules.

▪ **BDD Lease**

Mr. Slater stated that they are still gathering information.

Mr. Laramee stated that the bond will be sold January 1.

Commissioner Davis stated that the Commissioners will be helpful if it is needed. He asked whether John Pekar had input on this.

Mr. Laramee stated yes.

Mr. Slater stated that Mr. Pekar has been well advocated for.

Commissioner Kiger stated that he spoke with Mr. Pekar on Monday and BDD is interested in keeping both parcels of land because their parking lot and entrance is located on the second parcel.

**Items that Need New Action/Attention- Requests and Review**

▪ **Economic Development Office**

Mr. Gallimore stated that met with Anchor Hocking. He stated that their president wants to be more visible and will be spending more time in Lancaster. This new owner owns Anchor Hocking and Oneida located in New York. He stated that there are planning on rebuilding the furnace at a cost of about \$10 million.

Commissioner Davis asked how many furnaces are there.

Mr. Gallimore stated that there are 5 furnaces there. He stated that he thought the meeting was very good. He stated that he is glad that the new owner wants to have the company more visible in the company.

Commissioner Kiger asked whether Oneida makes flatware.

Mr. Gallimore states yes, but the company also makes glass products.

Ms. Cordle stated that she received a description from Mr. Gallimore.

Commissioner Davis asked Ms. Cordle and Mr. Gallimore to have a discussion about the description and then bring some proposed ideas to the Commissioners for discussion.

Mr. Gallimore stated that many individuals and groups want to have input on the description. They are saying that they want the position "strengthened." He stated that most people have agreed to the 2-5 year experience and also the salary increase.



Commissioner Davis asked Ms. Cordle and Mr. Gallimore whether they had sufficient direction from the Commissioners.

Mr. Gallimore stated that he and Ms. Cordle will meet and bring their compiled information back to the Commissioners.

#### **Invitations**

- **Baltimore Area Chamber of Commerce Fall Fling- Wednesday, October 17, 5:30 p.m.-? RSVP by October 5.**
- **2012 Lancaster Holiday Festival Parade, Saturday, November 17 at 10:00 a.m.**

#### **Informational**

- **Resume received from William Heath, re: ADAMH Board/Fairfield Metropolitan Housing Authority Board**
- **Resume received from Judy Groff, re: ADAMH Board/Fairfield Metropolitan Housing Authority Board**
- **Letter from ODRC, re: 2012 Annual Jail Inspection- Jail Annex**

- **Letter from ODRC, re: 2012 Annual Jail Inspection- Self Certification- Jail Annex**

Commissioner Davis asked Mr. Meyer to set up a meeting with Lt. Marc Churchill to discuss the reports and to ask him if there is anything the Commissioners can do to be helpful. He suggested November 13.

- **Letter from Violet Township Zoning, re: Meeting Notice- Application for Conditional Use Permit**

- **Letter from CORSA, re: 9/25/2012 Evaluation for Compliance with Loss Control Incentive Program (LCIP)**  
Commissioner Davis stated that the report is good information. He stated that he appreciated the morning meeting.

- **Letter sent to Tony Vogel from Jane Palmer and Ruth Riley, re: Request for 40 hour work week**  
Commissioner Davis stated that this “will be taken under advisement.”

#### **Miscellaneous Discussion (continued)**

- **Colonnade Lease/VA**

Commissioner Kiger stated that he was told that the VA would like an extension until January 22.

Mr. Vogel stated that this decision lies with Mr. Vancamp not the Commissioners; the lease is with Mr. Vancamp.

Commissioner Davis asked whether Mr. Vancamp is in Ohio or Florida now.

Mr. Vogel stated that Mr. Vancamp is in Ohio now. He suggested that all parties meet at the end of the month.

Commissioner Davis suggested November 16 around noon.

Review Session ended at 11:25 a.m.

## **Adjournment**

With no more business to discuss, on the motion of Mike Kiger and a second of Judith Shupe, the Board of Commissioners voted to adjourn at 11:25 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, October 9, 2012 at 10:00 a.m.

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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 October 23, 2012.

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Steven A. Davis  
Commissioner

Mike Kiger  
Commissioner

Judith K. Shupe  
Commissioner

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Branden C. Meyer, Clerk