

**Regular Meeting #48-2012
Fairfield County Commissioners' Office
October 16, 2012**

Meeting with Rhonda Myers

The Commissioners met with Rhonda Myers, Executive Director of the Fairfield County ADAMH Board. Commissioner Davis called the meeting to order at 9:06 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Ted Abbott, Jeff Barron, David Gallimore, Kristi Hsu, Zoe Lambertson, Dave Levacy, Branden Meyer, Rhonda Myers, and Tony Vogel.

Ms. Myers stated that the candidates that have expressed an interest in serving on the ADAMH Board are very good candidates. She stated that a person with a marketing and communications expertise would be nice. She stated that Mr. Jonathan Van Linge has experience with juveniles and communications which would be helpful. She stated that the board would like to have an attorney, which would be of assistance.

Commissioner Davis inquired about Pat Marshall.

Ms. Myers stated that he is a wonderful board member.
Commissioner Davis inquired about having someone with a financial discipline.

Ms. Myers stated yes, she had contacted a few individuals but do not have the time to serve.

Commissioner Davis asked Mr. Meyer to set up a meeting with Mr. Van Linge for next week to get a better feel for the candidate.

Ms. Myers stated that they have contacted attorneys and physicians.

Commissioner Davis stated that a person with financial expertise would be helpful.

Commissioner Davis inquired how many vacancies exist.

Mr. Meyer stated that two vacancies exist.

Ms. Myers stated that the board is a good team.

Commissioner Davis stated that the Commissioners want to get as much input from Ms. Myers.

Ms. Myers expressed her thanks.

The meeting concluded at 9:19 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 9:49 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Ted Abbott, Jeff Barron, David Gallimore, Kristi Hsu, Zoe Lambertson, Dave Levacy, Branden Meyer, and Tony Vogel.

Legal Questions Under Review and Prosecutor's Pending Items

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

Commissioner Davis suggested that this item be passed since Mr. Dolin is absent this week.

▪ **Revolving Loan Fund Agreement for Tammi Jo's**

Commissioner Davis suggested that this item be passed over since Mr. Dolin is absent this week.

Pending Items

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

Items that Need New Action/Attention- Requests and Review

▪ **Mike Miller's return to work in November**

Commissioner Kiger stated that Mr. Miller has requested to come back to work for light duty at the beginning of November.

Commissioner Shupe stated that she is okay with him returning early as long as his doctor approves it.

Commissioner Davis agreed.

▪ **Facilities Manager Position**

Mr. Abbott stated that he was asked once before to consider coming back to serve as the Facilities Manager.

Commissioner Davis stated that Mr. Vogel has been pulling double duty and asked when the Utilities Building is opening.

Mr. Vogel stated towards the end of November the new building will be open.

Mr. Vogel stated that there are 6 ½ housekeeping staff and 6 maintenance staff and 2 groundskeepers.

Mr. Abbot stated that there are 14 buildings.

Mr. Vogel stated that the energy audit that was completed will help assist with some capital projects.

Mr. Abbott asked whether there was a service contract on heating/cooling.

Mr. Vogel stated yes, Trane.

Commissioner Davis stated that the larger projects have been delayed, items to reduce the out year exposure. He stated that the DACO wall was recently repaired/restored in a historical way.

Commissioner Shupe stated that a new room is needed at the Dog Shelter, the Health Department will be moving, and there will be office movement in the Courthouse.

Mr. Abbott stated that he wanted to meet with all maintenance and housekeeping staff. He stated that he will think about this and let the Commissioners know about his decision.

Commissioner Davis asked Mr. Vogel to be cooperative with this.

▪ **Miscellaneous Maintenance Discussion**

Mr. Vogel stated that a change order is needed to make a change to the new roof on the Detective Building.

Commissioner Davis asked who interviewed the companies for the energy audit.

Mr. Vogel stated Michael Orlando, Don Sherman, Mark Cramer and Tony Vogel were on the committee. He stated that he is waiting on a cost proposal. He stated that this project is being turned over to Mark Cramer. He stated that he sent an MOU to Mr. Dolin for Lancaster Public Transit to use the JFS Building.

Commissioner Kiger stated that he would like to see a time schedule.

Commissioner Davis asked whether Mr. Orlando has seen this agreement.

Mr. Vogel stated yes. He stated that the MOU is a good start, but not the final product. He stated that additional information is needed to be included.

Mr. Vogel requested that the Commissioners pay for chairs and tables for the meeting room for the new Utilities Building.

Commissioner Davis asked how many tables will be purchased.

Mr. Vogel stated 30 tables.

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Commissioner Davis inquired whether 30 tables would cost \$20,000.

Mr. Vogel stated yes, they are lightweight flip-top tables that cost around \$600 each.

Mr. Meyer stated that the estimate that he received when considering purchasing tables for the Hearing Room was less than \$600.

Commissioner Shupe asked whether the tables are 8 foot tables.

Mr. Vogel stated that they are 6 foot tables.

Commissioner Shupe asked whether Randy Carter has money in his budget to pay for a server.

Commissioner Davis stated that the Commissioners agree to the change order for the roof repair. He stated that he would like to have the cost proposals from the audit and is looking forward to positive feedback regarding Lancaster Public Transit.

Invitations

▪ **DACO Center Member's Preview "Outcault/Stahler"- Friday, October 19. Time: 5:30 p.m.-8:00 p.m. Exhibition Dates: October 20-December 30, 2012.**

▪ **33 Development Alliance Hors d'oeuvres Reception- Wednesday, October 24. Time: 4:00 p.m.-6:00 p.m. Location: Hilton Columbus Downtown.**

Mr. Meyer stated that Mr. Gallimore plans to attend this.

▪ **New Connection Community Church, Local and City Government Officials Appreciation- Sunday, November 4. Time: 10:09 a.m. RSVP by Wednesday, October 31.**

Commissioner Davis stated that he will attend this.

▪ **United Way Campaign Report Luncheon- Thursday, November 1. Time: 11:45 a.m.-1:00 p.m.**

▪ **Bremen Area Chamber of Commerce Annual Banquet- Thursday, November 1. Dinner: 6:00 p.m.**

Commissioner Shupe stated that she will attend.

Commissioner Davis stated that he will attend.

Commissioner Kiger stated that he will attend.

▪ **Economic Development Summit- Friday, November 9. Time: 9:00 a.m.-2:00 p.m. Location: OH-Pickerington Branch.**

Mr. Gallimore stated that he plans to attend.

▪ **Protective Services National Adoption Month Celebration- Saturday, November 10. Time: 2:00 p.m.-4:00 p.m. Location: Cheers Chalet.**

Commissioner Shupe stated that she will be in Virginia on vacation during this time.

Commissioner Davis stated that he will attend this event.

▪ **2012 FLPA Annual Dinner- Monday, November 12. Time: 6:00 p.m.-8:00 p.m. Location: Pleasant Township Fire Department.**

Commissioner Kiger stated that he will attend this event.

▪ **CCAO/CEAO Annual Winter Conference- Sunday, December 9. Time: 7:30 p.m.-11:00 p.m. Location: Hyatt Regency Columbus.**

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, October 16, 2012 beginning at 10:02 a.m., with the following Commissioners present: Steven Davis, Mike Kiger and Judith Shupe. Also present were Aunie Cordle, David Gallimore, Zoe Lambertson, Ed Laramée, Dave Levacy, Branden Meyer, and Jeremiah Upp.

Pledge of Allegiance

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

Announcements

No announcements.

Public Comment

No public comment.

Approval of the renewal of Special Improvement District (SID) for 2014-2018 [Fairfield County Commissioners]

On the motion of Steven Davis and second of Mike Kiger, the Board of Commissioners voted to table the approval of the renewal of Special Improvement District (SID) for 2014-2018 [Fairfield County Commissioners] see Resolution 2012-10.16.a.

Roll call vote of the motion resulted as follows:

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

Approval of establishing effective dates for health insurance and life insurance benefits [Fairfield County Commissioners]

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of establishing effective dates for health insurance and life insurance benefits [Fairfield County Commissioners], see Resolution 2012-10.16.b. Ms. Cordle stated that by moving the effective date it would allow for more efficiency.

Roll call vote of the motion resulted as follows:

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

Approval of the contract between the Fairfield County Engineer and Teamsters Union Local 284 [Fairfield County Engineer]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of the contract between the Fairfield County Engineer and Teamsters Union Local 284 [Fairfield County Engineer], see Resolution 2012-10.16.c.

Mr. Upp stated that the union raises were 1.6%, 1.5% and 1.3%, with an added step increase. He stated that the probation period was extended to 12 months. He stated that the two 15 minute breaks were moved to lunchtime, which will help with productivity.

Commissioner Shupe asked why it came to the Commissioners.

Mr. Upp stated that he is confused as to why because if it is not signed it goes into effect anyways.

Commissioner Shupe stated that the Commissioners have just signed the agreement in the years past.

Commissioner Davis stated that even if the Commissioners do not pass it, it goes into effect anyway.

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

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| 2012-10.16.d | Approval of the construction drawings for the FAI-CR55-5.886 Hamburg Road Drainage Improvement Project [Fairfield County Engineer] |
| 2012-10.16.e | Approval of the agreement between Fairfield County and Columbus Engineering Consultants, Inc. [Fairfield County Engineer] |

Roll call vote of the motion resulted as follows:

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

Approval of amending contract to provide administrative and other services for the FY 2010 Ohio Small Cities CDBG Formula Allocation Program and FY 2010 Neighborhood Revitalization Program of Fairfield County B-F-10-1A-1 [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 amending contract to provide administrative and other services for the FY 2010 Ohio Small Cities CDBG Formula Allocation Program and FY 2010 Neighborhood Revitalization Program of Fairfield County B-F-10-1A-1 [Fairfield County Regional Planning Commission], see Resolution 2012-10.16.f.

Roll call vote of the motion resulted as follows:

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

Approval of a new Special Revenue Fund for the Moving Ohio Forward Demolition Program- Commissioners [Fairfield County Commissioners]

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of a new Special Revenue Fund for the Moving Ohio Forward Demolition Program- Commissioners [Fairfield County Commissioners], see Resolution 2012-10.16.g.

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

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| 2012-10.16.h | Approval of a payment of invoices without an appropriate carryover purchase order for the ADAMH Board [Fairfield County ADAMH Board] |
| 2012-10.16.i | Approval of account to account transfer of appropriations- Major Object Expenditure Category (2326- Title Fund) [Fairfield County Clerk of Courts] |
| 2012-10.16.j | Approval of account to account transfer of appropriations- Major Object Expenditure Category (2002 Org 12200200- Dog & Kennel) [Fairfield County Dog Shelter] |
| 2012-10.16.k | Approval of memo expenditure- Fairfield County Job & Family Services [Fairfield County Job & Family Services] |
| 2012-10.16.l | Approval of memo expenditure- Fairfield County Job & Family Services [Fairfield County Job & Family Services] |

- 2012-10.16.m Approval of local match, appropriate from unappropriated & fund to fund transfer- General Fund #1001- 2012/2013 State Victims Assistance Act & VOCA Grant [Fairfield County Prosecutor]
- 2012-10.16.n Approval to appropriate from unappropriated Money Concealed Carry Fund #2593 [Fairfield County Sheriff]
- 2012-10.16.o Approval to appropriate from unappropriated funds within the 5776 debt service fund [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, October 16, 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 16, 2012 [Fairfield County Commissioners], see Resolution 2012-10.16.p.

Roll call vote of the motion resulted as follows:

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

Approval of acceptance of Victims of Crime Act (VOCA) and State Victims Assistance Act (SVAA) Grants for the funding period October 1, 2012 through September 30, 2013 for the Office of the Fairfield County Prosecuting Attorney, Victim/Witness Assistance Division [Fairfield County Prosecutor]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of acceptance of Victims of Crime Act (VOCA) and State Victims Assistance Act (SVAA) Grants for the funding period October 1, 2012 through September 30, 2013 for the Office of the Fairfield County Prosecuting Attorney, Victim/Witness Assistance Division [Fairfield County Prosecutor], see Resolution 2012-10.09.z.

Roll call vote of the motion resulted as follows:

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

The Regular Meeting ended at 10:15 a.m.

Review Session (continued)

The Commissioners met to review legal issues, pending and future action items and correspondence. Commissioner Davis called the meeting to order at 10:22 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 Laramée, Dave Levacy, and Branden Meyer.

Informational

- Letter from Worthington Industries, re: Purchase of Westerman Companies, Inc.

Commissioner Davis stated that Mr. Gallimore has been in contact with the appropriate people regarding this.

- Memo received from Brian Kuhn, re: August Monthly Inventory and Portfolio Reports for the Fairfield County Treasury.

- Memo received from Sherry Eckman, re: Fees collected in the Fairfield County Municipal Court, Criminal/Traffic Division for the month of September 2012.

- Report received from Ed Laramée, re: Permissive Sales and Use Tax Report as of October 15, 2012

- Memo received from CCAO, re: Ohio Attorney General Opinion No. 2012-029 Road Use Maintenance Agreement s with Private Companies that conduct oil and gas drilling operations or that operate a wind farm

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Miscellaneous Discussion

▪ Heart of Ohio RC&D Meeting

Commissioner Shupe stated that an alternate will need to be named for the upcoming RC&D meeting on November 7.

Mr. Levacy stated that he would attend the meeting.

Review Session ended at 11:25 a.m.

Meeting with VA, Paul Vancamp and Health Department.

The Commissioners met with representatives from the VA and Health Department to discuss the lease of the Colonnade building for the Health Department. 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, Bob Clark (Congressman Austria's Office), Dara Greene (VA Contracting Officer), Larry Hanna (Director, Health Department), Michael Hayes (VA), Kristi Hsu (Prosecutor's Office), Zoe Lambertson (Prosecutor's Office), Ed Laramée, Dave Levacy, Branden Meyer, Stacia Ruby (VA Public Affairs), Gwen Shaffer (Nursing Director, Health Department), Jeff Spangler (Counsel for Colonnade), Terry Spitzmiller (VA Network Contract Manager), Keith Sullivan (Associate Director, Chillicothe VA Medical Center), Paul Vancamp (Owner of Colonnade), Tony Vogel, and Don Wenzel (VA Lease Team Contract Manager).

Commissioner Davis stated that he has not been involved in the process until recently due to a conflict that had which has now been cleared up. He stated that he feels good about having this meeting to facilitate effective communication between everyone in a polite and helpful way.

Commissioner Shupe stated that it may be a good idea for everyone to introduce themselves.

Commissioner Davis stated that on December 1, the county is supposed to move into the space, but the VA will not be able to comply with this.

Mr. Sullivan stated that the VA is coming to ask for consideration to extend the move in date. He stated that Mr. Vancamp has been an outstanding landlord and they have been talking about this issue for 2 years.

Mr. Vancamp stated that this has been going on for 4 years.

Mr. Sullivan stated that the VA had plans to be out December 1, but their contractor is now telling them April. He stated that the understood that the Health Department is in a space that is inadequate and asked whether there was any way that the VA can remain in Colonnade through April. He stated that there are 3,000 veterans enrolled at the center and 20 full time employees. He stated that there would be a negative impact on the veterans if they have to move from Colonnade to a temporary location, which would be two moves. He stated that the VA would have to scale back their services and go into a smaller facility. He stated that the VA wishes they were not in this position.

Commissioner Davis stated that the Commissioners and county appreciate the work the VA does and the goal is in no way to be harmful. He stated that Mr. Vancamp is a business person and has to make money. He stated that the Health Department has made plans to be on a schedule.

Mr. Sullivan stated that the VA does not want to be disruptive.

Mr. Hanna stated that January/February was the date that they were planning to move. He stated that May, June and July would be very difficult to move because the nursing office and WIC offices are very busy during this time.

Ms. Shaffer stated that wintertime is a bad time at the Health Department because the parking lot can be a bit treacherous.

Mr. Hanna stated that the Health Department has much respect for the veterans.

Commissioner Davis stated that this will be challenging to get this done. He asked whether Mr. Clark was observing or whether Congressman Austria is taking an active role in this.

Mr. Clark stated that the Congressman may get involved, depending on the outcome of today's meeting.

Mr. Vancamp stated that he understands that the VA needs to take care of the veterans, but they have been "horsing around" for the last year. He stated that he is looking forward to housing the Health Department in his building. He stated that he will do what the Commissioners and the VA agree to. He stated that any lost rent he expects the VA to cover.

Commissioner Davis stated that he has been involved with many negotiations over the years and at the end of the day this is a business decision. He stated that he would like to find a way that is fair and economical.

Mr. Vancamp agreed.

Commissioner Davis inquired about the cost differential, the public expenditures. The amount the VA is paying verses the amount that the county is expected to pay. He stated that two office suites have been kept vacant for the county to renovate and move into two months prior to occupying the other suites.

Mr. Vogel stated that it will take two months to remodel the adjacent suites, March and April. He stated that the remodel period was going to be October and November.

Commissioner Davis stated that for October, November, December, January and February where there is change there is 5 months of lost opportunity on the 2 vacant suites.

Mr. Spitzmiller asked whether this is \$7,500 total or per month.

Mr. Vancamp stated the total amount, which is a bargain.

Commissioner Davis asked whether the VA is current on their rent.

Mr. Vancamp stated no. He stated that the EFT payment usually comes in during the first part of the month.

Mr. Hayes stated that the beginning of the fiscal year there is usually a lag.

Commissioner Davis stated that 5 months would be \$7,500 total.

Ms. Shaffer stated that their workload increases in May.

Mr. Hanna stated that the environmental office gets very busy in May.

Ms. Shaffer stated that students are preparing to go back to school in May, so the Health Department is very busy during this time.

Commissioner Davis stated that the Commissioners have been trying to find new accommodations for the Health Department, which they have done. He stated that the VA is also of interest to the Commissioners. He stated that the county has found it a pleasure to begin a relationship with Mr. Vancamp.

Mr. Vancamp stated thank you.

Commissioner Davis stated that he wants to get the Health Department moved to their new location.

Commissioner Kiger stated that he shares Mr. Vancamp's frustrations. He stated that the county has extended once already. He stated that the Commissioners have been very understanding considering the VA's lack of cooperation throughout this long process. He stated that Mr. Vancamp started this process in November 2008.

Mr. Spitzmiller stated that he cannot fix what happened in the past. He stated that the VA has paid for a contractor to be out by October 1 and then said the end of November. He stated that the VA had a meeting with their contractor last week to "hold feet to the fire." The contractor responded that the new date would be March 31 conservatively. He stated that he has asked Mr. Wentzel whether the date could be extended to April 31.

Mr. Vancamp stated that there is no evidence of any construction activity at the VA's new location.

Mr. Vogel asked whether there are liquidated damages listed in that contract.

Mr. Spitzmiller stated that it is not a construction contract.

Mr. Wentzel stated that beginning January 1, the VA will seek damages.

Mr. Vogel asked what the penalty per day is.

Mr. Wentzel stated \$405 per day.

Commissioner Shupe stated that she is concerned about the service for the veterans. She stated that she has been a Commissioner for 20 years and the way that this has been handled is not right. She stated that the VA should have been pushing harder to meet their promised deadline.

Mr. Sullivan stated that the VA has been working on this for 3 years.

Commissioner Shupe asked why it has taken 3 years to work this out.

Mr. Vancamp stated that the newspaper stated in August 2011 that the VA approved to move to a new facility.

Mr. Sullivan stated that this was clearly a VA problem. He stated that Mr. Spitzmiller cannot fix the problem. He stated that he was not involved with this issue until recently. He stated that they have a problem relying on a contractor that keeps changing.

Commissioner Davis asked whether there is a term on the lease of the VA's new facility.

Mr. Wentzel stated 10 year lease term.

Commissioner Davis stated that they have heard an estimate from Mr. Vancamp of \$7,500 lost rent and has an additional concern that the April/May timeline is not met. He stated that he wanted this problem solved. He stated that Colonnade is not "bearing the brunt for the cost of delays." He stated that Mr. Vancamp needs to be compensated.

Mr. Spitzmiller stated that this is more than reasonable.

Commissioner Davis stated that he would like a 5 minute recess so these few items can be resolved. He stated that he does not like to have meetings with no conclusions. He stated that if the decision makers are not here than this meeting is wasteful.

The Commissioners went into Recess at 11:07 a.m. The meeting was reconvened at 11:16 a.m.

Commissioner Davis stated that the Prosecutor sent a representative to the meeting. He stated that this process is not perfect, but the way that this has been handled prior to now is also not ideal. He asked that the VA state as clear and concisely what they want.

Mr. Spitzmiller asked that the VA be allowed to remain in the facility until April 30. He stated that the VA would like a standstill agreement with the lessor; the VA will pay the current rent and also pay the \$7,500 to Mr. Vancamp. He stated that on April 30, if something happens and the VA is not able to move into their new space, they will not come back to ask for another extension. He stated that they will have to rent alternate space beginning on May 1.

Commissioner Davis asked why there was a reason why the contingency cannot include damages for a hold over. He stated that if the extension be made until April 30, then come May 1 a penalty be imposed if the VA has not vacated the building.

Ms. Greene stated that liquidated damages for the contractor.

Commissioner Davis was inquiring about a hold over tenant for May 1.

Ms. Greene stated that the rent would be prorated.

Mr. Wentzel stated that the county is asking about damages.

Ms. Greene stated that the VA can pay up to 150 times the rent.

Commissioner Davis stated that he wanted to know the impact if the Commissioners agree and if Mr. Vancamp agrees what the impact will be on the Health Department.

Mr. Hanna stated that their office is busier in May and services will be interrupted during the move.

Ms. Shaffer stated that January/February is the best time to move.

Commissioner Davis asked what the fiscal year is for the Health Department.

Ms. Shaffer stated that they operate on a calendar year.

Mr. Sullivan asked if it would help if the current vacant space is remodeled.

Mr. Hanna stated that they have to move all at once.

Commissioner Kiger requested that the VA provide a weekly status update.

Commissioner Shupe asked who the contractor is.

Ms. Greene stated that Gilbane Inc. is the contractor.

Ms. Shaffer stated that revenue from the travelling clinics will be decreased because they will not be able to handle as many people during this time.

Commissioner Davis suggested to the Health Department that they will assist with identifiable losses up to \$5,000.

Commissioner Shupe stated that the Health Department is not the responsibility of the General Fund, but the Commissioners want to be helpful.

Commissioner Davis agreed.

Ms. Shaffer stated that they want to be helpful as well.

Commissioner Davis stated that all sides have presented what the wants and needs are.

Mr. Wentzel stated that he would like a standstill agreement 1 December 2012 until 30 April 2013 that would state what the VA would pay, plus monthly fee for the lost rent of the two vacant suites.

Commissioner Davis asked how this would be paid.

Mr. Spangler stated that they do not care.

Commissioner Davis stated that the county will also need to enter into an amended contract.

Mr. Spangler stated that the rent be re-calculated.

Mr. Vancamp stated that the rent will not be more than the way that the agreement is currently written. Commissioner Davis asked Mr. Spangler whether he has had any communication with Mr. Dolin regarding this.

Mr. Spangler stated not really, but stated that he has not really had a need to have much conversation with him regarding this until recently.

Commissioner Davis asked what else is needed if the other items are agreed to.

Mr. Vogel stated that the county is purchasing a generator and may have to park it somewhere.

Mr. Vancamp stated that it can be parked in the footprint of the building if able.

Commissioner Davis asked Mr. Clark whether Congressman Austria will have interest in this.

Mr. Clark stated that it seems that everyone has reached a very amicable agreement, but hopes that the VA gets the message loud and clear that this needs to be resolved.

Mr. Spangler stated that the rent difference between the VA and the county needs to be addressed. He stated that the county is paying more.

Commissioner Davis stated that he does not want this meeting to be concluded without a resolution. He suggested that the meeting be recessed to allow Ms. Greene and Mr. Spangler discuss these items now.

The meeting was recessed at 11:37 a.m. The meeting was reconvened at 11:54 a.m.

Commissioner Davis asked whether an understanding was reached.

Mr. Spangler stated yes.

Commissioner Davis asked about the amended agreement.

Mr. Spangler stated that the date will be effective date will be May 1 with the two spaces being occupied in March.

Commissioner Davis stated that in the lease agreement with the county be stair stepped on the lease.

Mr. Vancamp stated that the first step would be January 2014, then January 2015, then January 2016.

Mr. Spangler stated that the price per square footage remains, but steps up each calendar year.

Commissioner Davis stated thank you. He stated that this was done in a cooperative effort to solve problems and not to cause problems.

Commissioner Shupe stated that she appreciated everyone coming together to resolve this issue.

Commissioner Kiger stated that the agreement is the right path moving forward.

Mr. Sullivan stated that he was glad that this face to face meeting was helpful and very happy that the services for the veterans will not be interrupted. He thanked Mr. Vancamp for his cooperation.

Mr. Vancamp stated thank you. He was elated that this has come to conclusion.

Mr. Clark expressed his thanks to the VA for serving our community's veterans, the Commissioners for facilitating this meeting and for the unexpected costs and also thanks to the Health Department. He stated that this has to be the last extension and the contractor must be told that he has to get the work completed.

The meeting concluded at 12:02 p.m. and the Commissioners went into Recess until 1:00 p.m.

Budget Hearing: Board of Elections- Susan Bloom

The Commissioners met with Susan Bloom, Director of the Board of Elections to the budget for the Board of Elections. Commissioner Davis called the meeting to order at 1:06 p.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Susan Bloom, Staci Knisley, Ed Laramée, Dave Levacy, and Branden Meyer.

Ms. Bloom stated that there are 105 precincts in the county and 29 voting centers. She stated that there are 106,281 registered voters in Fairfield County, the highest ever. She stated that next year a National Change of Address possibly 1,000 voters will be removed.

Commissioner Davis asked the difference between non-party and undeclared voters.

Ms. Bloom stated that non-party are those people who have not voted on a partisan ballot in the last two elections; they voted an issues only ballot. An undeclared voter is one who has not had the opportunity or have not voted in a partisan ballot in Fairfield County.

Commissioner Davis stated that a new article in 2008 stated that Democrats in Fairfield County surpassed Republicans in Fairfield County, which was a swell from the 2008 election. He stated that the shift seems to be from Democrat to non-party.

Commissioner Shupe asked when these figures are current.

Ms. Bloom stated that the figures were current as of the morning. She thanked the Commissioners for making the arrangements to purchase the Ballot on Demand printer. She stated that the purchase has cut down on a lot of wasted paper and storage. She stated that all that is needed is blank paper stock. She stated that there will be about \$20,000 each election that will be saved. She stated that 2 skids of paper were unused in 2008 and the 80 cartons of paper ballots that they were required to purchase were sent into storage and have to remain there because a case pertaining to the 2008

election is still being litigated. She stated that the normal retention length for Federal elections is 22 months and the off year elections the retention length is 60 days.

Commissioner Davis stated that the posted hours have the Board of Elections not allowing people to vote the immediate days before the election.

Ms. Bloom stated that this may or not change. She stated that all ballots requested from Friday's mail have been mailed and all requests from Monday were mailed on Monday. She stated that there have been 17,000 requests as of last night. She stated that the most ever was 26,000 requests in 2004. She stated that last year Senate Bill 5, there were 22,000 absentee requests. She stated that 15 states joined a plea to the Supreme Court along with military organizations lobbying not to have extra voting hours prior to the election. She stated that it will be difficult on the staff and hopes that the voting will be cut off on Saturday at noon.

Commissioner Davis stated that the utilization of the budget is about 50%. He asked if this is a function of the election cycle.

Ms. Bloom stated that most expenses occur after the Primary Election and after the November General election. She stated that maintenance contracts will come at the end of the year to cover next year. She stated that ADA compliancy is becoming stricter at the voting centers.

Commissioner Shupe inquired about the health insurance.

Ms. Bloom stated that new employees have picked up insurance. She stated that she believes that this line item can be reduced. She stated that the typical downtime in the summer was not downtime. She stated that they are working to keep streamlining their processes.

Commissioner Kiger inquired about the contractual services line item.

Ms. Bloom stated that this is due to purchasing the Ballot on Demand printer. She stated that she has tried to spread out replacing computer equipment over several years.

Commissioner Davis inquired about workers comp, which appears to have increased.

Ms. Bloom was unclear.

Ms. Knisley stated that \$6,000 was spent in 2012.

Ms. Bloom stated that she was unaware of any accidents or claims.

Ms. Knisley stated that this line item could be reduced.

Ms. Bloom stated that she has budgeted for a new copier/scanner. She stated that this may be delayed in order to purchase a backup server for the tabulation server. She stated that the one has a bad motherboard and the other has a bad NIC card. It is not critical now, but a need for the future; a backup needs to be readily available. She stated that additional dollars for laptops has also been budgeted. She stated that she is grateful to all county departments who have helped them.

The meeting concluded at 1:33 p.m.

Budget Hearing: Treasurer- Brian Kuhn

The Commissioners met with Brian Kuhn to discuss the budget for the Treasurer's Office. Commissioner Davis called the meeting to order at 1:39 p.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Staci Knisley, Ed Laramee, Dave Levacy, and Branden Meyer.

Commissioner Davis asked how much is General Fund.

Mr. Kuhn stated that \$276,437 is General Fund. He stated that his salary line item does not include a 2% increase. He stated that two employees are taking family insurance. He stated that his DRETAC fund will remain unchanged. He stated that the only lines that have changed are contractual services and printing costs.

Commissioner Shupe thanked Mr. Kuhn for being frugal.

Mr. Kuhn stated that he had to buy a new computer, which he can draw from his DRETAC fund to pay for.

Commissioner Shupe asked whether there are any expected retirements.

Mr. Kuhn stated no.

Commissioner Davis suggested that the health insurance line item be “tightened up.”

The meeting concluded at 1:43 p.m.

Budget Hearing: Coroner- Dr. Thomas Vajen

The Commissioners met with Dr. Thomas Vajen to discuss the budget for the Coroner’s Office. Commissioner Davis called the meeting to order at 1:45 p.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Staci Knisley, Ed Laramée, Dave Levacy, Branden Meyer, and Dr. Thomas Vajen.

Commissioner Davis inquired about the salary line item, the actual verses the requested.

Dr. Vajen stated that he went several months without a Deputy Coroner.

Commissioner Davis asked whether an increase in salary was included in his budget.

Dr. Vajen stated that he believed a 3% increase was included. He stated that half of the revenue stream is improving and the other half is not. Commissioner Davis asked whether there were any concerns.

Dr. Vajen stated that the new space is working out well.

Commissioner Davis asked when the contract for the new jail annex will end.

Commissioner Davis stated that the Commissioners plan to meet with the Sheriff’s office regarding the jail non-compliance issues on November 13.

Dr. Vajen suggested that the senators and representatives be used to try to get matching funds to address this. He stated that the idea from the Budget Retreat regarding a full time grant writer is a good idea.

The meeting concluded at 1:54 p.m.

Budget Hearing: Job and Family Services- Michael Orlando, et al.

The Commissioners met with Michael Orlando, Director of Job and Family Services to discuss the budget for Job and Family Services. Commissioner Davis called the meeting to order at 1:59 p.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Rich Bowlen, Carri Brown, Corey Clark, Aunie Cordle, Laura Holton, Staci Knisley, Ed Laramée, Dave Levacy, Branden Meyer, and Michael Orlando.

Mr. Orlando stated that 60% of the JFS budget is Federal/State contribution. He stated that the projections from the state do not give him reason to be concerned. He stated that JFS is the largest agency in the county. He stated the requested allocation is unchanged for 2013 which is \$2,000,072.

He stated that the bulk of the allocation goes to Child Protective Services.

Commissioner Davis asked whether the match aspect is about child support enforcement.

Mr. Orlando stated that the child support system funding, for every dollar of local match, \$2 federal dollars are matched. He stated that 44 employees has decreased to 32 employees. He stated that 9,000 families in Fairfield County have divorces.

Mr. Clark stated that for every local dollar a \$2 federal match is given.

Ms. Brown stated that this is a 2 to 1 reimbursement.

Mr. Orlando stated that 8 children will cost \$500,000. There are 180 children in placement now.

Mr. Bowlen stated that \$310 is the cost per day of residential facilities, not local cost.

Mr. Orlando stated that JFS receives 5,000 inquires per year; 40% are investigated.

Commissioner Davis asked whether their budget could handle a 2% increase.

Mr. Orlando stated yes.

Commissioner Davis asked whether there was anything that would cause concern to Judge Williams.

Mr. Bowlen stated that he sends regular reports to Judge Williams. He stated that the opiate problem is more severe now than before.

Commissioner Davis inquired about the Child Protective Services levy.

Mr. Bowlen stated that Ms. Brown reviews the levy dollars monthly.

Mr. Orlando stated that it is a 10 year levy. As increased costs increase the philosophy is to keep the carryover at around \$1 million. With the population growth the numbers continue to grow. He stated that 22% fewer employees now than in 2009; 222 employees verses 174 employees. He stated that it was asked if additional resources were available now to help with outlying costs. He stated that out of county placements are high.

Mr. Bowlen stated that they send children out of county because the resources are not available in the county. He stated that the recruitment of local foster families would help keep the children in the county.

Mr. Orlando stated that the local cost is \$15 per day and the cost of our out of county placement is \$30-\$50 per day.

Commissioner Davis stated that he would like additional information on this, to reduce the out year exposure on this.

Mr. Orlando stated that 32 babies born to drug addicted parents have been placed.

Commissioner Davis appreciated the opportunity to meet with them and looks forward to receiving the additional information.

The meeting concluded at 2:28 p.m.

Budget Hearing: Prosecutor- Gregg Marx

The Commissioners met with Gregg Marx to discuss the budget for the Prosecutor's Office. Commissioner Davis called the meeting to order at 2:35 p.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Lynette Barnhart, Staci Knisley, Ed Laramée, Dave Levacy, Gregg Marx, and Branden Meyer.

Mr. Marx stated thanked the Commissioners for the opportunity to discuss his budget with them.

Commissioner Davis stated that half of the General Fund revenue is improving; the sales tax and the other half is not improving.

Mr. Marx stated that he returned more than \$65,000 last year. He stated that his office has been incredibly busy, more on the civil side than the criminal side. He stated that Jim Edwards plans to retire and a secretary is also retiring. He stated that he has been careful about his budget.

Commissioner Shupe asked whether OSU is paying for the intern.

Mr. Marx stated yes. He stated that Zoe Lambertson's salary is paid for by Ohio State University. Mr. Marx stated that the number one need is security, to keep the public safe. He stated that his office can keep up with the criminal workload, but more help is needed on the civil side. He stated that he did include a 2% increase. He stated that he "hired cheap staff in 2011." He stated that he cannot work his budget to lose an attorney.

Commissioner Kiger asked how many attorneys work in the office, who works full time and who works part time.

Mr. Marx stated that he has 11 attorneys counting himself and Julie Blaisdell works part time. He stated that Judge Williams seemed unhappy with the services that have been provided.

Commissioner Shupe asked what time Mr. Dolin works.

Mr. Marx stated that Mr. Dolin is supposed to work full time.

Mr. Marx stated that his budget has not increased very much.

Commissioner Davis stated that the budget for 2012 was \$35.7 million and the target for 2013 is \$35.9 million.

Ms. Knisley stated that Dave Kessler's salary needs to be included.

Commissioner Kiger inquired about staff hours.

Mr. Marx stated that most staff work 80 hours.

Commissioner Davis asked how the \$40,000 would be approached. She stated that all departments were asked what they would do if their budget was cut or increased. He stated that "apples to apples" this seems to be one of the largest increases.

Mr. Marx stated that David Landefeld would always come to the Commissioners late in October to say that he was running out of money. Mr. Marx stated that he will always be careful to plan ahead and make sure to have enough money. He stated that he plans to return money, which his employees are not happy with. He stated that he still has a lot of experienced staff left in his office.

Commissioner Shupe stated that the elected officials' salary is set by statute, but it appears that it increased on the budget.

Ms. Knisley stated that there appears to be an error on the handout. Mr. Marx stated that he may need to put Mr. Dolin back at 35 hours since he is the highest paid attorney in the office.

Commissioner Davis stated that if a change is made to the budget it will be made in a face to face meeting.

The meeting concluded at 2:58 p.m.

Budget Hearing: OSU Extension Office- Mike Hogan

The Commissioners met with Mike Hogan from the OSU Extension Office to discuss the allocation for the OSU Extension Office. Commissioner Davis called the meeting to order at 2:59 p.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Mike Hogan, Staci Knisley, Ed Laramée, Dave Levacy, and Branden Meyer.

Commissioner Davis stated that the initial request 2012 request was \$395,000 and used \$60,000 carryover, with the actual allocation being \$335,000.

Mr. Hogan stated that the carryover balance is \$328,515. He suggested that OSU Extension use \$59,768 carryover this year, which would leave \$268,747.

Commissioner Davis suggested that \$68,000 be used.

Commissioner Shupe thought that the \$68,000 carryover would be used and then possibly reduce their allocation as well.

Commissioner Davis stated that over a period of 5 years the allocation could remain while also using the carryover of \$68,000.

Commissioner Shupe acknowledged that the salary line item is low due to vacant positions not being filled.

Mr. Hogan stated that having a carryover to draw from is a good thing.

Commissioner Davis asked Mr. Hogan to clarify misunderstandings. He stated that he was interviewed by the Farm Bureau and was asked why he cut OSU Extension.

Mr. Hogan stated that he will communicate the correct information to the Farm Bureau Board.

Commissioner Davis asked whether Mr. Hogan had another needs from the Commissioners.

Mr. Hogan stated that he has a great staff.

The meeting concluded at 3:12 p.m.

Budget Hearing: Soil and Water Conservation District- Perry Orndorff

The Commissioners met with Perry Orndorff from the Soil and Water Conservation District to discuss the budget for the Soil and Water Conservation District. Commissioner Davis called the meeting to order at 3:19 p.m. with the following Commissioners present: Steven Davis and Mike Kiger. Also present were Staci Knisley, Ed Laramée, Dave Levacy, Dave Libben, Branden Meyer, Perry Orndorff, and Mike Wolfe.

Commissioner Davis stated that the \$274,724 has been level for several years.

Mr. Orndorff stated that his numbers have not been increased and submitted based on the guidelines that he received.

Commissioner Davis asked if a 2% COLA was included.

Mr. Wolfe stated that they did not want to spend too much. He stated that it would be nice to give raises.

Mr. Orndorff stated that he did not know what the state match would be, and came in higher than expected. He stated that their carryover will be about 25%.

Commissioner Davis stated that during the 2011 Budget Hearing he remembered hearing that if a commitment for funding needed to be sent in by a certain time matching dollars.

Mr. Orndorff stated that a formula is used to determine this amount.

Mr. Wolfe stated that they cannot guarantee what percentage the state will match.

Commissioner Davis stated that it would be helpful to include a raise for staff.

Mr. Laramie asked whether the carryover is unencumbered.

Mr. Orndorff stated yes. He stated that the allocation is calculated on what they receive up front.

Commissioner Davis stated that another department only gets the match if the money is spent, an "after the fact reimbursement."

Mr. Laramie asked whether they certify so much money to the state.

Mr. Orndorff stated yes.

Mr. Laramie stated that if the county's contribution is increased would they update the certification.

Mr. Orndorff stated that there is a 6 month lag time.

Commissioner Davis stated that the Commissioners are looking for creative ways to be helpful.

Mr. Orndorff thanked the Commissioners for their support.

Mr. Wolfe also expressed his thanks.

Mr. Libben stated that a local farmer is 1 out of 4 farmers nationwide receiving a conservation innovation grant.

Mr. Levacy stated that the nutrient reduction program at Buckeye Lake have been very helpful.

Commissioner Davis stated that the Commissioners are not using casino revenue in budgeting process.

Mr. Orndorff thanked Mr. Libben for obtaining the federal dollars.

Commissioner Davis stated that he feels that a second hearing will not be necessary.

Commissioner Kiger agreed.

The meeting concluded at 3:49 p.m.

Adjournment

With no more business to discuss, on the motion of Mike Kiger and a second of Steven Davis, the Board of Commissioners voted to adjourn at 3:52 p.m.

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

The next regular meeting of the Board of Commissioners is scheduled for Tuesday, October 23, 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 October 30, 2012.

Steven A. Davis
Commissioner

Mike Kiger
Commissioner

Judith K. Shupe
Commissioner

Branden C. Meyer, Clerk