

**Regular Meeting #51-2012
Fairfield County Commissioners' Office
November 6, 2012**

Budget Hearing: Sheriff's Office

The Commissioners met with Chief Deputy Sheriff Jerry Perrigo to discuss budget projections. Commissioner Davis called the meeting to order at 9:00 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Jeff Barron, Aunie Cordle, Jason Dolin, David Gallimore, Staci Knisley, Dave Levacy, Branden Meyer, and Tony Vogel.

Commissioner Shupe asked why the request was so high.

Chief Perrigo stated that the request last year was \$9.138 million and this year is \$9.678 million.

Ms. Knisley stated that the salary and benefits are the only line items that are off from last year.

Commissioner Davis stated that the third column includes the SCRAP program and a maintenance person. He stated that \$9.579 million is where they should end up. He stated that he would like the Sheriff's Office to include SCRAP and maintenance worker and end up at \$9.500 million. He stated that reductions to the requests need to be made because the requests are about \$700,000 above the budget target.

Chief Perrigo stated that he will have Elisa Dowdy send Ms. Knisley the updated budget later in the afternoon.

Commissioner Davis asked that another meeting be set up with the Sheriff.

Mr. Meyer asked whether the Commissioners would like the discussion to be included with next week's jail discussion.

Commissioner Davis stated yes.

Chief Perrigo asked whether the Commissioners would like Lt. Churchill in attendance at the meeting.

Commissioner Davis stated yes.

The meeting concluded at 9:15 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 9:36 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Aunie Cordle, David Gallimore, Dave Levacy, Branden Meyer, and Tony Vogel.

Miscellaneous Discussion

▪ **Prosecutor's Budget**

Commissioner Davis stated that Gregg Marx was able to reduce his budget by \$25,000. He recommended that a second hearing is not necessary.

Commissioner Kiger and Commissioner Shupe agreed.

▪ **ODOT District 5**

Commissioner Davis stated that he received a phone call from Joe Rutherford from ODOT District 5. He stated that a press release will be sent out regarding the Carroll interchange along SR33 announcing that \$8.5 million will be awarded for a superstreet. He stated that the Pickerington intersection did not receive funding. He stated that ODOT and the Engineer's Office will be continuing a feasibility study for the Pickerington Road intersection. He stated that the fiscal year for this \$8.5 million will be 2016.

Legal Questions Under Review and Prosecutor's Pending Items

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

Mr. Dolin stated this item is still pending.

▪ **Miscellaneous Lawsuits**

Mr. Dolin stated that he filed two lawsuits last week. One against Tammi Jo's for the Revolving Loan Fund money and the second against McCracken for damage done to a county road.

▪ **Letter from Ohio EPA, re: Proposed Orders with Penalty**

Commissioner Davis recommended that this be discussed in Executive Session.

Review Session ended at 9:23 a.m.

Executive Session

On the motion of Steven Davis and second of Judith Shupe, the Board of Commissioners voted to enter into Executive Session at 9:24 a.m. for the purpose of discussing pending or imminent litigation. Commissioners present were Steven Davis, Judith Shupe, and Mike Kiger. Also present were 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)(3).

On the motion of Steven Davis and second of Mike Kiger, the Board of Commissioners voted to adjourn from Executive Session at 9:37 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.

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 9:36 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Aunie Cordle, David Gallimore, Dave Levacy, Branden Meyer, and Tony Vogel.

Legal Questions Under Review and Prosecutor's Pending Items (continued)

▪ **Letter to VA, re: VA Lease Acknowledgment**

Mr. Dolin stated that the draft agreement states that the VA will continue to occupy their current space at the Colonnade location no later than April 30, 2013.

Commissioner Davis stated that he feels that no changes are needed.

Commissioner Kiger and Commissioner Shupe agreed.

Pending Items

▪ Board Vacancies: ADAMH Board (1 potential reappointment, 1 definite reappointment), Fairfield Metropolitan Housing Authority Board (1 current vacancy), Airport Board (1 current vacancy, 1vacancy at the end of the year), Area 20 Workforce Investment Board (1 current vacancy)

Mr. Meyer asked whether the Commissioners would like to have Joni Campbell and Melody Rarrick appointed to the Metropolitan Housing Authority Board.

Commissioner Shupe stated that these ladies both attended the last meeting thinking that they had already been appointed.

Commissioner Davis and Commissioner Kiger agreed that these two should be appointed.

Mr. Meyer asked whether the Commissioners would like to have Jay Bahnsen reappointed to the ADAMH Board.

The Commissioners agreed.

▪ Economic Development Position

Commissioner Davis stated that he is still reviewing the resumes that have come in.

Commissioner Kiger agreed that he would like additional time to look at the information.

Commissioner Davis suggested that another week be allowed to review the information.

▪ Facilities Manager Position

Commissioner Davis stated that this position has been posted.

▪ Maintenance Supervisor Position

Commissioner Davis stated that he let Ms. Cordle and Mr. Vogel know that the Commissioners wanted to be given the applicant's names prior to them making any hiring decisions.

▪ Waiver of 3% increase for utilities

Commissioner Davis stated that Mr. Vogel does not have the information yet and will provide it next week.

Items that Need New Action/Attention- Requests and Review

▪ Request for Platinum Membership from the Pickerington Area Chamber of Commerce

Mr. Meyer stated that the Chamber is requesting \$1,200 for a Platinum Membership.

Commissioner Shupe stated that money is given to support the Violet Festival.

Mr. Meyer asked what amount is given to the Lancaster Chamber of Commerce.

Ms. Knisley stated \$170 is the cost for the Lancaster Chamber of Commerce.

Commissioner Davis asked what the regular non-Platinum amount is.

Ms. Knisley stated that she would ask Christina Foster to pull the previous invoices.

▪ County Surplus Auction

Commissioner Shupe suggested that since there are not many items that it may not be necessary to have an auction this year.

Ms. Knisley stated that the higher dollar items, such as electronic equipment and the phone system can be sold online.

▪ Request to use tables/chairs from the OSU Extension Office for Wounded Warrior Event on November 11

Commissioner Davis stated that the weather forecast looks like good weather.

Commissioner Shupe agreed.

▪ Commissioners' Budget

Commissioner Davis asked whether half of 1% is \$47,000.

Ms. Knisley stated yes.

Commissioner Davis asked how much is currently in the capital improvement fund and also inquired about health insurance.

Ms. Cordle stated that the middle of November the number will hopefully be set.

Commissioner Davis asked whether the worker's compensation number from last year will be used.

Ms. Knisley stated that it should remain flat.

Commissioner Davis stated thank you.

Review Session ended at 10:01 a.m.

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, November 6, 2012 beginning at 10:02 a.m., with the following Commissioners present: Steven Davis, Mike Kiger and Judith Shupe. Also present were Aunie Cordle, Jason Dolin, Linda Kauffman, Ed Laramée, Dave Levacy, Branden Meyer, Michael Orlando, and Tony Vogel.

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 approval of a contract for the purchase of professional services relating to the Advanced Innovative Management System (feasibility study) as funded by the Local Government Innovation Grant [Fairfield County Commissioners]

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted to table the approval of a contract for the purchase of professional services relating to the Advanced Innovative Management System (feasibility study) as funded by the Local Government Innovation Grant [Fairfield County Commissioners], see Resolution 2012-11.06.a.

Roll call vote of the motion resulted as follows:

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

Approval of Subordination of Mortgage for the FY2008 CHIP Program [Fairfield County Community Action]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of Subordination of Mortgage for the FY2008 CHIP Program [Fairfield County Community Action], see Resolution 2012-11.06.b.

Roll call vote of the motion resulted as follows:

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

Approval of disbursal of funds in the Fairfield County Economic Development Administration Revolving Loan Fund Program [Fairfield County Economic Development]

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of disbursal of funds in the Fairfield County Economic Development Administration Revolving Loan Fund Program [Fairfield County Economic Development], see Resolution 2012-11.06.c.

Roll call vote of the motion resulted as follows:

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

Approval to purchase of a vehicle- Fairfield County EMA [Fairfield County EMA]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval to purchase of a vehicle- Fairfield County EMA [Fairfield County EMA], see Resolution 2012-11.06.d.

Roll call vote of the motion resulted as follows:

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

Approval of Job & Family Services' Resolutions

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

- | | |
|--------------|--|
| 2012-11.06.e | Approval of a purchase of service contract by and between Fairfield County Job & Family Services (FCJFS) and Dublin Express Transport Solutions, LTD, DBA WheelsToGo, 4900 Reed Road, Columbus, Ohio 43220. [Fairfield County Job & Family Services] |
| 2012-11.06.f | Approval of a IV-D Contract between the Fairfield County Job & Family Services, Child Support Enforcement Agency and Margaret A. Smith, Attorney at Law [Fairfield County Job & Family Services] |
| 2012-11.06.g | Approval of a IV-D Contract between the Fairfield County Job & Family Services, Child Support Enforcement Agency and Jeffrey Feyko, Attorney at Law [Fairfield County Job & Family Services] |
| 2012-11.06.h | Approval of a purchase of a service contract by and between Fairfield County Job & Family Services (FCJFS) Child Protective Services (CPS) and Shelley E. Miller [Fairfield County Job & Family Services] |

Roll call vote of the motion resulted as follows:

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

Approval of a contractual agreement between the Fairfield County Sheriff's Office and Teresa Carper [Fairfield County Sheriff]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of a contractual agreement between the Fairfield County Sheriff's Office and Teresa Carper [Fairfield County Sheriff], see Resolution 2012-11.06.i.

Roll call vote of the motion resulted as follows:

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

Approval to rescind Resolution 2012-10.30.g, Approval to appropriate from unappropriated money General Fund [Fairfield County Sheriff]

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval to rescind Resolution 2012-10.30.g, Approval to appropriate from unappropriated money General Fund [Fairfield County Sheriff], see Resolution 2012-11.06.j.

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:

2012-11.06.k	Approval of account to account transfer- Major Expenditure Object Category- Commissioners/Maintenance [Fairfield County Commissioners/Maintenance]
2012-11.06.l	Approval of fund to fund transfer (Insurance 7671) to (General 101) [Fairfield County Auditor]
2012-11.06.m	Approval of account to account transfer of appropriations- Major Object Expenditure Category (1001- General) [Fairfield County Auditor]
2012-11.06.n	Approval of account to account transfer of appropriations- Major Expenditure Category (2060- Board of Developmental Disabilities) [Fairfield County Board of Developmental Disabilities]
2012-11.06.o	Approval of account to account transfer of appropriations- Major Object Expenditure Category 5100 Board of Elections [Fairfield County Board of Elections]
2012-11.06.p	Approval to appropriate from unappropriated for Department 1230- EMA-2090 EMA General Fund [Fairfield County EMA]
2012-11.06.q	Approval to appropriate from unappropriated funds, Motor Vehicle Fund 2024, the County Engineer [Fairfield County Engineer]
2012-11.06.r	Approval to amend the certificate & request for appropriations for additional unanticipated receipts of Memo Expenditure- 3445 ODOT Payments [Fairfield County Engineer]
2012-11.06.s	Approval to amend the certificate & request for appropriations for additional unanticipated receipts of Memo Expenditure- 3445 ODOT Payments [Fairfield County Engineer]
2012-11.06.t	Approval to amend the certificate & request for appropriations for additional unanticipated receipts of Memo Expenditure- 3445 ODOT Payments [Fairfield County Engineer]
2012-11.06.u	Approval of request for appropriations from unappropriated money- Fund 2761- Fairfield County Law Library [Fairfield County Law Library]
2012-11.06.v	Approval of account to account transfer of appropriations- Major Object Expenditure Category (General Fund) [Fairfield County Sheriff]

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, November 6, 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, November 6, 2012 [Fairfield County Commissioners], see Resolution 2012-11.06.w.

Roll call vote of the motion resulted as follows:

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

Approval of account to account transfer of appropriations- Major Object Expenditure Category (Coroner Admin) [Fairfield County Coroner]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of account to account transfer of appropriations- Major Object Expenditure Category (Coroner Admin) [Fairfield County Coroner], see Resolution 2012-11.06.x.

Roll call vote of the motion resulted as follows:

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

Approval to appropriate from unappropriated funds, Motor Vehicle Fund 2024, the County Engineer [Fairfield County Engineer]

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval to appropriate from unappropriated funds, Motor Vehicle Fund 2024, the County Engineer [Fairfield County Engineer], see Resolution 2012-11.06.y.

Roll call vote of the motion resulted as follows:

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

The Regular Meeting ended at 10:11 a.m.

Meeting with Deborah Smalley

The Commissioners met with Clerk of Courts Deborah Smalley to discuss the renovation costs for the Pickerington Title Office. Commissioner Davis called the meeting to order at 10:17 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Aunie Cordle, Jason Dolin, Ed Laramie, Dave Levacy, Branden Meyer, and Deborah Smalley.

Ms. Smalley stated that the estimates are around \$73,465 for the renovations to the Pickerington Title Office. She stated that they are ready for the contractors to begin working.

Commissioner Shupe inquired about the phone system.

Ms. Smalley stated that if she needs to use title funds to pay for the phones that she would.

Commissioner Davis asked about the approximate cost of the phone system.

Ms. Smalley stated that the cost should be around \$35,000.

Commissioner Shupe asked whether there are monthly charges.

Ms. Knisley stated yes. She stated that Randy Carter has been trying to get quotes from AT&T.

Commissioner Davis stated that the Commissioners are using a 2% assumption for increases. He stated that progress has been made regarding the Sheriff's budget. He

stated that the Commissioners will be looking at all line items. He asked that if the title funds could be used to pay for the phone system that it would be appreciated.

Ms. Smalley said “consider it done.” She agreed to use her title funds to pay for the phone system. She stated that the estimates for the renovation work are the lowest that she could find and received second quotes for all vendors. She stated that she went to Habitat for Humanity Re-store to find some items.

Commissioner Davis thanked Ms. Smalley.

The meeting concluded at 10:24 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 10:24 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Aunie Cordle, Staci Knisley, Ed Laramee, Dave Levacy, Branden Meyer, Sheriff Dave Phalen, Jon Slater, and Tony Vogel.

Informational (continued)

- **Letter received from Isaac, Brant, Ledman & Teetor, LLP, re: Case Dismissed/Closed- Lloyd Justice v. Fairfield County**

Mr. Dolin stated that Mr. Justice had sued regarding several issues concerning the jail. He stated that the lawsuit was dismissed.

- **Memo received from Ed Laramee, re: Conveyance Fees for the month of October 2012.**

Mr. Laramee stated that there is a slight uptick.

Pending Items (continued)

- **Facilities Manager Position (continued)**

Commissioner Davis asked whether Ted Abbott is planning to come in.

Ms. Knisley stated no. She stated that he most likely has not agreed to do the job on an interim basis.

- **Maintenance Supervisor Position (continued)**

Ms. Cordle stated that she received two internal applications.

Commissioner Davis asked how close this position is to the Facilities Manager.

Mr. Vogel stated that this position is one of two positions directly working under the Facilities Manager. He stated that Steve Gillespie leaves on November 19.

Commissioner Davis asked what happens when Mr. Gillespie leaves.

Mr. Vogel stated that “we will get by.”

Commissioner Davis stated that he would like more time to deal with this.

- **Economic Development Position (continued)**

Mr. Slater stated that he serves as the Commissioners representative to the Special Improvement District (SID). He stated that he would like to see economic development as part of the SID.

Commissioner Davis asked when the last SID meeting was held.

Mr. Slater stated that the last meeting was held the night before.

Mr. Slater stated that they have 46% commitment and need to have 60%. He stated that half of the ballots are not returned yet.

Commissioner Kiger stated that he feels that this should be handled more by the city economic development person, not the county economic development office.

Mr. Slater stated that Mike Pettit does not attend the meetings, but Mayor Dave Smith does attend the meetings.

Commissioner Kiger stated that he does not want this to “cause a turf war.”

▪ **Johnson Covered Bridge**

Mr. Meyer stated that he received information from Larry Fink from the Historical Parks office regarding Johnson Covered Bridge. He stated that this is one of two parcels of land that is owned by the County Commissioners that needs to be transferred to the Historical Parks.

Ms. Cordle stated that if the properties change hands, to let her know so that she can let CORSA know.

Mr. Slater stated that he will contact David Fey regarding this.

▪ **Miscellaneous Budget Discussion**

Commissioner Davis stated that most of the \$700,000 gap is with the Sheriff's Office request and also because of the Commissioners decision to support the SCRAP program. He stated that with the 6% health insurance, the employees pay 15%. He asked at what percentage does a person need to see, with a wage increase included where a person would see their take home pay go up.

Ms. Knisley stated that EMA has asked for \$94,700 and \$5,000 for HAZMAT, for a total of a \$13,000 increase. She stated that there was a version 1 and version 2 for the Economic Development office and also the \$30,000 allocation for the 33 Development Alliance. She stated that there was the onetime investment for the Child Protective Services in the JFS budget.

Commissioner Davis stated that he is working on the Auditor's Office budget information regarding the IT Department.

Sheriff Phalen stated that he was sorry that he missed the morning's meeting with Chief Deputy Perrigo.

Commissioner Davis stated that if 6% insurance and 2% staff raises and added the funding to continue the SCRAP program he asked Chief Perrigo to come back to see what would be included or not included within a \$9.5 million budget.

Sheriff Phalen stated again that he was worry for missing the morning meeting. He stated that he will discuss the information with Chief Perrigo and Elisa Dowdy.

Commissioner Davis stated that he would like to add this information to the previously scheduled meeting for next Tuesday to discuss the jail inspections.

Ms. Knisley asked about the allocation for the 33 Development Alliance.

Commissioner Davis stated that he has asked for the most recent year on enlistment from David Gallimore. He stated that he would like to continue supporting this.

Commissioner Shupe agreed. She stated that the investor's update is scheduled for November 28.

Review Session ended at 10:50 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 10:55 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, November 13, 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 November 20, 2012.

Steven A. Davis
Commissioner

Mike Kiger
Commissioner

Judith K. Shupe
Commissioner

Branden C. Meyer, Clerk