

**Regular Meeting #52-2012
Fairfield County Commissioners' Office
November 13, 2012**

Meeting with Lt. Marc Churchill

The Commissioners met with Shane Farnsworth and Linda Kauffman from the Economic Development Office to discuss the Economic Development Director position. 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, Lt. Marc Churchill, Jason Dolin, Elisa Dowdy, David Gallimore, Staci Knisley, Dave Levacy, Branden Meyer, Chief Deputy Sheriff Jerry Perrigo, Sheriff Dave Phalen, and Jeff Porter.

Commissioner Davis stated that the target for the Sheriff's budget is \$9.579 million. He asked what the increase is in the salary line item.

Sheriff Phalen stated that \$190,000 of the amount is the total amount of step increases. He stated that at \$9.5 million one sergeant's position would be eliminated and the maintenance person would also not be included.

Chief Perrigo stated by removing the additional dispatcher, the sergeant (supervisor) and the maintenance person the number can be reduced down to \$9.5 million.

Sheriff Phalen stated that a sergeant who is retiring would not be replaced if the budget is set at \$9.5 million.

Commissioner Davis asked what would happen if the budget is at \$9.579 million.

Sheriff Phalen stated that the sergeant (supervisor) position would be kept.

Commissioner Davis asked what the cost of having the maintenance person would be.

Ms. Knisley stated that the salary amount was around \$50,000.

Commissioner Davis asked who handles the maintenance for the Sheriff's office currently.

Sheriff Phalen stated that they try to do a lot of maintenance themselves, but use the county maintenance staff.

Commissioner Kiger asked why the civilian positions instead of deputies are not being cut.

Sheriff Phalen stated that many civilian positions are not being replaced in addition to the deputies.

Commissioner Shupe stated that the Commissioners are responsible for building maintenance and feels that this position should be funded.

Commissioner Davis stated that he is supportive of a budget of \$9.579 million. He stated that there are upcoming changes to the Maintenance Department. He stated that Tony Vogel will be handling only the Utilities Department when he moves to the new Utilities Building.

Sheriff Phalen stated that he appreciates the Commissioners' support to continue funding the SCRAP unit.

Commissioner Davis stated that he spoke with Clerk of Courts Deborah Smalley who agreed to return \$300,000 from her Title Fund to the General Fund. He stated this is a

reason why he was supporting the \$9.579 million budget. He asked whether the Sheriff understood what the Commissioners were asking.

Commissioner Kiger stated that he agreed; he stated that does not want any positions lost.

Commissioner Shupe also agreed.

Commissioner Davis asked what the primary problems were in the jail inspection reports.

Lt. Churchill stated that the facilities are old and not built to hold the current number of inmates that are being held the facilities. He stated that one area receiving violations was regarding training. He stated that he believes that training was being done correctly, but that it was not being documented and reported correctly. He stated that the jail annex at SCI was the only facility that was physically inspected; the other facilities had a paper audit only.

Commissioner Davis stated that the problem with some of these issues may have been that the information may have not been transmitted correctly to the State.

Lt. Churchill stated correct.

Commissioner Davis asked whether training involves basic certification and then re-certification or refresher courses.

Lt. Churchill stated yes. He stated that they do 16-24 hours of both in-house and outside training per year.

Commissioner Davis stated that it would make sense to develop a plan and put a schedule together. He suggested scheduling a phased period of what can be fixed.

Lt. Churchill stated that he is developing a plan for 2013. He stated that he is new to the jail, but not new to being a supervisor. He stated that the challenge is taking deputies off of the streets to leave to attend training classes.

Commissioner Davis reiterated that the jail facilities are old and need new facilities and the training the staff needs more classes.

Lt. Churchill stated that there were medical related violations as well. He stated that because of the size of the jail facilities more sick calls need to be made. He stated that currently regular sick calls are on Mondays. He stated that the State is requiring 3-5 times per week.

Commissioner Davis stated that he is interested in Dr. Vajen's opinion regarding the frequency of medical care. He stated that he wants to know if Dr. Vajen thinks that the medical treatment is being handled adequately or inadequately.

Chief Perrigo stated that Dr. Vajen does a great job solving drug and mental issues. He stated that there were 30 violations total- 9 at the MSMJ facility, 13 at the SCI annex and 8 at the Main Street Jail.

Commissioner Davis asked outside of the physical building issues what else if needed.

Lt. Churchill stated that he has a good relationship with Ms. Knisley.

Commissioner Davis asked the jail population.

Lt. Churchill stated that the current population is 276 inmates.

Commissioner Davis asked the male/female split is.

Lt. Churchill stated that there are 55 females in the jails currently.

Commissioner Davis asked whether the Sheriff needed anything else from the Commissioners.

Sheriff Phalen stated that there is a 3 year plan to train the employees. He stated that the deputies usually start at the jail and then move to the road. He stated that they could spend their entire overtime budget by pulling and sending deputies to send them to training and then have to pay overtime to fill the positions while others are away at training. He stated that all deputies have attended police academy training.

Commissioner Davis stated that he appreciated the level of responsiveness and cooperation from the Sheriff's staff.

The meeting concluded at 9:37 a.m.

Budget Hearing: Economic Development

The Commissioners met with Shane Farnsworth and Linda Kauffman from the Economic Development Office to discuss the Economic Development Director position. 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, Jason Dolin, David Gallimore, Staci Knisley, Dave Levacy, Branden Meyer, and Jeff Porter.

Mr. Gallimore stated that he amended his budget. He stated that the salary line item has been increased. He stated that he looked at the Year to Date expenses and compared them to years past. He stated that the contractual services and meal line items were too high and reduced those items.

Commissioner Davis inquired about the salary line.

Mr. Gallimore stated that the salary line item in the previous budget submittal included the previous director's position.

Commissioner Davis inquired about the assistant's salary.

Mr. Gallimore stated that he looked at other job descriptions and recommended that the salary be increased by 5%.

Commissioner Davis stated that he had no other questions.

Ms. Knisley asked about the allocation to support the 33 Development Alliance.

Commissioner Shupe asked whether this would be recommended.

Mr. Gallimore stated yes. He stated that there is an investor meeting that will be held on November 28. He stated that they will "tell you what you paid for and what you got for your investment."

Commissioner Davis stated that he is comfortable with the reinvestment.

Mr. Gallimore stated that a three year commitment is easier to get than a 5 year commitment. He suggested expanding the scope of the Alliance around the county. He stated that focus needs to be expanded beyond 33, but State Route 22 and 37 also.

Commissioner Shupe asked about the new owner of Westerman Companies.

Mr. Gallimore stated that the new owners have not committed money to the Alliance yet, but he said that Terry McGhee is planning to recommend this to the new owners.

Commissioner Davis stated that if the Alliance appears to “be a sinking ship” he does not want the county to be the last one left.

Mr. Gallimore stated that when he has had discussions on why to continue supporting the Alliance the message is not conveyed as well as it should be. He stated that a history was put together, what has happened and how to move forward. He would like the committee to broaden their thinking.

Commissioner Kiger inquired about the Economic Update held in Pickerington last Friday.

Mr. Gallimore stated that the information was repeat, but there is a need for new information though.

The meeting concluded at 9:56 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 9:57 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Jeff Barron, Jason Dolin, David Gallimore, Staci Knisley, Dave Levacy, Branden Meyer, and Jeff Porter.

Miscellaneous Discussion

▪ Health Insurance

Ms. Cordle stated that they were told that the increase would be no more than 6%. She stated that the fund balance will pay anything above 6%. She stated that Fairfield County has been in the top performing tier. She stated that the county has dropped two tiers, which was an increase of 9 ½ %.

Commissioner Davis asked whether 9% is a safe number to use.

Ms. Cordle stated yes.

Review Session concluded at 10:01 a.m.

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, November 13, 2012 beginning at 10:05 a.m., with the following Commissioners present: Steven Davis, Mike Kiger and Judith Shupe. Also present were Jeff Barron, Katherine Clausen, Jason Dolin, David Gallimore, Staci Knisley, Ed Laramee, Dave Levacy, Branden Meyer, Bill Miller, and Jeff Porter.

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 Minutes from the Special Meeting for Wednesday, October 17, 2012

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of minutes from the Special Meeting for Wednesday, October 17, 2012.

Roll call vote of the motion resulted as follows:

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

Approval of Minutes from the Regular Meeting for Tuesday, October 23, 2012 and Tuesday, October 20, 2012

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted to table the approval of minutes from the Regular Meeting for Tuesday, October 23, 2012 and Tuesday, October 20, 2012

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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|--------------|--|
| 2012-11.13.a | Approval of approval of the reappointment of Jay Bahnsen to the Fairfield County Alcohol, Drug Addiction and Mental Health (ADAMH) Board [Fairfield County Commissioners] |
| 2012-11.13.b | Approval of Continuation of Service Agreement with Trane U.S. Inc.- Fairfield County Commissioners/Maintenance- Courthouse, Hall of Justice and 951 Liberty Drive [Fairfield County Commissioners] |

Roll call vote of the motion resulted as follows:

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

Approval of Community Action Resolutions

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

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| 2012-11.13.c | Approval of request for Certification of Finding of Continued Relevance of Environmental Review and Certification of Determination of activities for the Fairfield County FY2012 Community Housing Improvement Program (CHIP)- Homeless Prevention (B-C-12-1AV-1), Activity 1 funded by the Ohio Development Services Agency, Office of Community Development [Fairfield County Community Action] |
| 2012-11.13.d | Approval of request for Certification of Finding of Continued Relevance of Environmental Review and Certification of Determination of subsequent exemption for a Categorically Exclusion Project for Fairfield County FY 2012 Community Housing Improvement Program (CHIP)- Home/Building Repair (C-12-22-1) [Fairfield County Community Action] |
| 2012-11.13.e | Approval of request for Certification of Finding of Continued Relevance of Environmental Review and Certification of Determination of activities for the Fairfield County FY2012 Community Housing Improvement Program (CHIP)- Private Rehabilitation and Homeownership (Down-payment Assistance/Rehabilitation) (B-C-12-022-1) Activities 2 and 4 funded by the Ohio Development Services Agency, Office of Community Development [Fairfield County Community Action] |

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 Engineer's Resolutions:

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|--------------|---|
| 2012-11.13.f | Approval of changing Bridge Load Ratings [Fairfield County Engineer] |
| 2012-11.13.g | Approval of approving an LPA Federal Project Agreement with ODOT for a Sign Upgrade Project [Fairfield County Engineer] |

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

Approval of Job & Family Services Resolutions

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

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| 2012-11.13.h | Approval of a IV-D contract between the Fairfield County Job & Family Services, Child Support Enforcement Agency and Mary Ann Boone, Attorney at Law [Fairfield County Job & Family Services] |
| 2012-11.13.i | Approval of a purchase of service contract by and between Fairfield County Job & Family Services (FCJFS) and Lancaster Public Transit System [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 change order for the Windy Hills Estates Final Acceptance [Fairfield County Regional Planning Commission]

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of change order for the Windy Hills Estates Final Acceptance [Fairfield County Regional Planning Commission], see Resolution 2012-11.13.j.

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

Approval of roof replacement at the Detective Building and Project Change Order, and Contract Closeout [Fairfield County Maintenance]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of roof replacement at the Detective Building and Project Change Order, and Contract Closeout [Fairfield County Maintenance], see Resolution 2012-11.13.k.

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

Approval of Commissioners' Financial Resolutions

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

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| 2012-11.13.l | Approval of payment of invoices without appropriate carryover purchase orders for the Commissioners Office [Fairfield County Commissioners] |
|--------------|---|

- 2012-11.13.m Approval of repayment of an advance to the General Fund- CDBG Formula NRP Fund #2778- Fairfield County Commissioners [Fairfield County Commissioners]
- 2012-11.13.n Approval to appropriate from unappropriated in a Major Expenditure Object Category- Fairfield County Commissioners- Fund #2453- Sanction Costs [Fairfield County Commissioners]
- 2012-11.13.o Approval of amended certificate and reduction in Major Expenditure Object Category Appropriations and Estimated Receipts- Commissioners- HOME FY2010- Fund #2731 [Fairfield County Commissioners]

Roll call vote of the motion resulted as follows:

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

Approval of Commissioners' Financial Resolutions

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

- 2012-11.13.p Approval of account to account transfer of appropriations- Major Object Expenditure Category (2002 Org 12200200- Dog & Kennel) [Fairfield County Dog Shelter]
- 2012-11.13.q Approval of memo expenditure- 2580 (Engineer- Subdivision Inspection Fund) [Fairfield County Engineer]
- 2012-11.13.r Approval of memo expenditure- 2580 (Engineer- Subdivision Inspection Fund) [Fairfield County Engineer]
- 2012-11.13.s Approval of memo expenditure- 2580 (Engineer- Subdivision Inspection Fund) [Fairfield County Engineer]
- 2012-11.13.t Approval to appropriate from unappropriated funds, Motor Vehicle Fund 2024, the County Engineer [Fairfield County Engineer]
- 2012-11.13.u Approval to appropriate from unappropriated funds, Motor Vehicle Fund 2024, the County Engineer [Fairfield County Engineer]

Roll call vote of the motion resulted as follows:

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

Approval of the Nutter Subdivision- Phase I (Bremen Dollar General) [Fairfield County Regional Planning Commission]

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of the Nutter Subdivision- Phase I (Bremen Dollar General) [Fairfield County Regional Planning Commission], see Resolution 2012-11.13.v.

Roll call vote of the motion resulted as follows:

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

Approval of amending the certificate, update the receipt line and appropriate from unappropriated money Commissary #2442 [Fairfield County Sheriff]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of amending the certificate, update the receipt line and appropriate from unappropriated money Commissary #2442 [Fairfield County Sheriff], see Resolution 2012-11.13.w.

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 13, 2012 [Fairfield County Commissioners]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of Authorization for Payment of Bills, November 13, 2012 [Fairfield County Commissioners], see Resolution 2012-09.18.x.

Roll call vote of the motion resulted as follows:

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

The Regular Meeting ended at 10:14 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 10:20 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Jeff Barron, Aunie Cordle, Jason Dolin, Staci Knisley, Ed Laramée, Branden Meyer, and Jeff Porter.

Miscellaneous Discussion (continued)

▪ **Clerk of Courts**

Deborah Smalley stated that she went back and “crunched the numbers” and discovered that she had \$300,000 carryover. She stated that she would like this money to go to the General Fund to the Sheriff’s office.

Commissioner Davis asked whether this would come from the Title Fund.

Mr. Laramée stated that the balance remains in the Title Fund unless the Clerk moves the money. He stated that the increase in the balance in the Title Fund is due to the work of the increase in work in the Title Office. He stated that this fund is volatile like the casino revenue, it goes up and down.

Commissioner Davis thanked Ms. Smalley for her contribution.

Ms. Smalley stated that there was a need and she wanted to help the Sheriff.

Review Session ended at 10:26 a.m.

Executive Session #1

On the motion of Steven Davis and second of Judith Shupe, the Board of Commissioners voted to enter into Executive Session at 10:29 a.m. for the purpose of discussing the Economic Development Director position. Commissioners present were Steven Davis, Judith Shupe, and Mike Kiger. Also present were Aunie Cordle, Jason Dolin, Dave Levacy, Branden Meyer, and Jeff Porter.

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 Judith Shupe and second of Mike Kiger, the Board of Commissioners voted to adjourn from Executive Session at 10:49 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.

Executive Session #2

On the motion of Steven Davis and second of Mike Kiger, the Board of Commissioners voted to enter into Executive Session at 10:50 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, Dave Levacy, Branden Meyer, and Jeff Porter.

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 Steven Davis, the Board of Commissioners voted to adjourn from Executive Session at 11:33 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 11:40 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Jeff Barron, Aunie Cordle, Jason Dolin, Staci Knisley, Ed Laramée, Branden Meyer, and Jeff Porter.

Legal Questions Under Review and Prosecutor's Pending Items

▪ Review/Update the Public Records Policy

There was no update given.

▪ Colonnade Lease Agreement

Mr. Dolin stated that the County is going to get "short changed" about \$5,000 because of the change to the payment structure because of the occupancy date changing. He stated that the County is being charged \$5,700 per month for the first seven months and that the monthly rate will increase to \$6,600 per month. He suggested that the Commissioners think about this change and let him know how they feel regarding this so he can convey this to the owner.

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, 1 vacancy at the end of the year)

Mr. Meyer stated that one vacancy on the ADAMH Board is to replace and the other is someone who is unsure whether they want to be reappointed to a second term on the Board.

Commissioner Davis stated that he received an email regarding the appointments to the Fairfield Metropolitan Housing Board. He stated that he received the names of Penny Wassum and John Lester as being interested.

Commissioner Kiger stated that he would reach out to them both.

Commissioner Davis stated that he had spoken with Dave Scheffler regarding the Airport Board vacancies and will follow up with him regarding this.

Ms. Knisley stated that she had not heard of any individuals interested in serving.

▪ Vacant Positions: Economic Development, Facilities Manager, Maintenance Supervisor

There was no update given.

▪ Waiver of 3% increase for utilities

Commissioner Shupe stated that Tony Vogel was supposed to have provided the information to the Commissioners as was requested at last week's meeting.

Items that Need New Action/Attention- Requests and Review

- **Parking Spaces in County Parking Lot**

Mr. Meyer stated that HER uses spaces in the County Parking Lot and the building has since been sold to the City. The agreement was between the County and the previous owner of the building, not HER.

Ms. Knisley stated that she will pull the lease.

Commissioner Davis reviewed the lease and stated that there is "nothing there." He stated that the lease was between the County and the previous owner.

- **Potential land transfer of Two County owned parcels to the Fairfield County Historical Parks**

Mr. Laramie stated that Jon Slater and the Auditor's staff provided basic information related to these two parcels.

Commissioner Davis asked Mr. Meyer to send the information to Tony Vogel stating "please provide your questions, comments or concerns regarding this transfer to the Commissioners, absence of comments the Prosecutor will be instructed to prepare a quick claim deed accordingly."

Invitations

- **Fairfield County Legislative Update- Tuesday, November 20, 11:30 a.m., Location: Liberty Center.**

Commissioner Davis asked Mr. Meyer to contact the Lancaster Chamber to find out who is speaking.

- **Fairfield County Foundation Ambassador's Club Donor Reception- Wednesday, November 28, 5:30 p.m.- 7:00 p.m.**

- **OSU Extension Advisory Meeting- Thursday, November 29, 9:00 a.m.-10:30 a.m., Location: AG Center.**

Commissioner Kiger stated that he will attend.

- **LEPC/Homeland Security Meeting- Thursday, December 6, 9:00 a.m.-10:00 a.m., Location: EMA Room.**

Commissioner Davis stated that he will plan to attend this meeting.

- **Fairfield County Association of Township Trustees and Fiscal Officers Annual Banquet- Sunday, December 9, 6:00 p.m., Location: Liberty Center. Cost: \$15.00 per person.**

- **GIS Committee Meeting- Thursday, December 6, 6:00 p.m., Location: EMA Room.**

- **Bremen Lighted Parade- Saturday, December 15 at 5:30 p.m.**

The Commissioners stated that they do not plan to attend this.

- **Violet Township Board of Trustees and Fiscal Officer 14th Annual Employee Recognition Luncheon- Friday, December 21, at Noon, Location: Violet Township Service Center.**

Informational

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

- **Letter received from Kim Masters, re: third quarter report on your recycling and litter prevention.**

- **Thank you card received from Susie Bloom.**

- **Letter received from Fairfield Medical Center, re: Medicaid Reimbursement.**

Miscellaneous Discussion

- **Information 2-1-1's Request for Funding to Meals on Wheels**

Commissioner Shupe stated that she received a phone call from Kristin Ankrom from 2-1-1 who stated that she missed the deadline to submit their request for funding to Meals on Wheels.

Mr. Laramie stated that the Commissioners' grants that are filtered through Meals on Wheels.

Commissioner Davis stated that Phyllis be contacted to suggest that she find a way to solve the problem with 2-1-1 or explain why the problem cannot be solved.

Regular Meeting #52-2012- November 13, 2012

▪ **Office Closure on Thursday**

Ms. Knisley asked whether the Commissioners would allow the office to be closed on Thursday to attend the funeral of Theresa Haynes husband.

The Commissioners agreed.

▪ **Personnel Policy Regarding Bereavement Leave**

Commissioner Davis suggested that the personnel policy be changed to allow 4 days bereavement leave for the death of a spouse or a child.

Ms. Cordle suggested that “children” will need to be defined i.e. step, adopted, grand children who a staff person has custody of, etc.

Commissioner Davis suggested that children be removed and include spouse in the change. He agreed that clarification will be needed regarding children. He stated that he does not want any issues in the personnel policy to be “part of the problem” for a staff person dealing with the death of their spouse.

Commissioner Kiger and Commissioner Shupe agreed.

▪ **Personnel Policy Regarding Retire/Rehire**

Commissioner Davis asked what the insurance policy would state for personnel who have retired, then have been rehired.

Ms. Cordle stated that the policy would state that if there is no lapse of over 30 days, there is no lapse of coverage.

The Commissioners agreed.

Review Session ended at 12:12 p.m.

Executive Session #3

On the motion of Steven Davis and second of Mike Kiger, the Board of Commissioners voted to enter into Executive Session at 12:13 p.m. for the purpose of discussing labor negotiations. Commissioners present were Steven Davis, Judith Shupe, and Mike Kiger. Also present were Aunie Cordle, Jason Dolin, Branden Meyer, and Jeff Porter.

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 Mike Kiger and second of Judith Shupe, the Board of Commissioners voted to adjourn from Executive Session at 12:15 p.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.

Adjournment

With no more business to discuss, on the motion of Judith Shupe and a second of Mike Kiger, the Board of Commissioners voted to adjourn at 12:16 p.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 20, 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 27, 2012.

Steven A. Davis
Commissioner

Mike Kiger
Commissioner

Judith K. Shupe
Commissioner

Branden C. Meyer, Clerk