

**Regular Meeting #7-2012
Fairfield County Commissioners' Office
February 9, 2012**

Elected Official/Department Head Meeting

The Commissioners met with the Elected Officials and Department Heads to discuss items important to the county and to inform them on important matters. Commissioner Davis called the meeting to order at 9:03 a.m. with the following Commissioners present: Steven Davis and Mike Kiger. Also present were Jeff Barron (Lancaster Eagle Gazette), Linda Bibler (Family, Adult and Children First Council), Susan Bloom (Director, Board of Elections), David Burgei (GIS), Aunie Cordle (Director, Human Resources), Christina Foster (Commissioners' Office), Theresa Haynes (Commissioners' Office), Linda Kauffman (Economic Development), Jon Kochis (Director, EMA), Brian Kuhn (County Treasurer), Staci Knisley (Commissioners' Fiscal Clerk), Ed Laramie (Auditor's Office), Dave Levacy, Gregg Marx (County Prosecutor), Holly Mattei (Executive Director, Regional Planning Commission), Lisa McKenzie (Recorder's Office), Branden Meyer (County Clerk/Manager), David Miller (Auditor's Office), Lisa Notestone (Auditor's Office), Perry Orndorff (Director, Soil and Water Conservation District), John Pekar (Director, Board of Developmental Disabilities), Jerry Perrigo (Sheriff's Office), Dave Phalen (County Sheriff), Jon Slater (County Auditor), Deborah Smalley (Clerk of Courts) Jeremiah Upp (County Engineer), and Tony Vogel (Utilities Department and Facilities Manager).

Commissioner Davis welcomed everyone to the meeting.

• Welcome

Commissioner Davis welcomed everyone and introduced Ms. Brown to give her presentation.

• Collaboration Work Group Update

Ms. Brown stated that this project was a continuation from the Budget Retreat and many political subdivisions are involved.

Road/Bridge/Utilities Sub Group- They are working on a loan application.

Shared Employee Sub Group: This group currently does not have a loan or grant, but is offering information to support the IT Group. They are also looking into expanding services with the County's banking partner.

IT Sub Group: This group is working on a grant application focused on a feasibility study for an Electronic Data Management System (EDMS). With this grant there is a \$100,000 cap. She stated that the following political subdivisions are included: Fairfield County, Health Department, Fairfield County Parks, City of Lancaster, Regional Planning Commission, Soil and Water Conservation District, and the Multi County Juvenile Detention District.

Public Defender Sub Group: This group will not be submitting a grant or loan application. All of the judges are participating with this sub group. The next meeting is scheduled for March. If a feasibility study is needed a grant application could be submitted at a later date for another round.

Law Enforcement Sub Group: This group will not be submitting a grant or loan application. The Engineer and townships are interested in working. The next meeting has not been scheduled yet.

Financial Procurement: This group has been combined with the MUNIS support group.

Centralized Procurement: This group has not met yet.

Ms. Brown stated that the Full Group has met 32 hours in a 6 month period. She stated that many items have been put into a "parking lot" list so the ideas are not forgotten and can be discussed in the future.

• Open Enrollment

Ms. Cordle stated that open enrollment period is February 22 through March 6. She stated that there was a very minimal increase in the premium cost. She stated that this is the time that most people choose their supplemental life insurance.

- MAPSYS/Commissioners' Resolution Management System (CRMS)

Mr. Meyer stated that MAPSYS is finalizing the software this week. He stated that he and Ms. Knisley and a few others will be testing the software over the next month. MAPSYS will come do training sessions and the departments will be trained for about a month, then the system will go live. He stated that the CRMS is web based and is accessible from any computer with internet. He showed screen shots of the software. The system will have a keyword search feature. He stated that finance resolutions will go through the Finance office first, then to the Commissioners' office, same process as now, just will be done through the system. If there are errors with the resolution, then they will be rejected and sent back to the submitter to correct them. He stated that the resolutions will all follow the same format, i.e. size, font and margins. Word templates will be saved within the system and on the intranet to download and use.

Roundtable Discussion/Comments

Jeremiah Upp- He stated that this was his first Roundtable.

Perry Orndorff- He stated that the tree house project is the best in Ohio. He stated that several law firms have been meetings with their office regarding oil and gas leasing.

Commissioner Kiger- No comments made.

Sheriff Phalen- He stated that his office obtained low mileage Humvees and also received \$20,000 in office furniture. He stated that the fourth Community Watch class will be held in April.

Aunie Cordle- She stated that the new premium deductions will be deducted on the March 9 paychecks.

Linda Kauffman- No comments made.

Susie Bloom- She stated that the Board of Elections has been busy preparing for the March 6 Primary Election. She stated that there are over 500 different ballot styles for this election. She stated that two sets of eyes must proof them, then they must be tested on the voting machines, then they are tested twice on the optical scan machine, then they are reviewed again. She stated that the BoE has received 14,000 absentee requests so far and is worried that many more will come in towards the end. She stated that the BoE may need assistance from the EMA and Sheriff to help take elections officials to polling locations because the State of Ohio does not allow for election delays due to inclement weather. She stated that testing of equipment will occur on February 24. She stated that the following polling places have relocated: Hocking A, B and C have moved to Olivedale and Lancaster 3B and 3C moved from Olivedale to AMVETS. She stated that physical changes to the buildings made it necessary to move the locations. She stated that the Prosecutor's office has pursued one of the election fraud cases.

John Pekar- He stated that the BDD's 4th Annual Dinner is scheduled for March 29 at Crossroads.

Brian Kuhn- He stated that taxes are due February 23. He stated that \$79,000,000 was billed out and \$179,000,000 with delinquencies; \$24,000,000 was collected so far. He stated that \$720,000 was collected in the first round of the Escrow Program.

Lisa McKenzie- She stated that the oil and gas people have been doing a lot of work in their office. She said that they have all left, but there are still several pipeline and title people there.

Holly Mattei- She stated that the Fairfield Growing program is progressing. Jonathan Ferbrache from SWCD and Shane Farnsworth and Ms. Mattei presented a webinar, which they received good feedback on. She stated that many local producers are selling to institutional buyers, i.e. schools.

Jon Kochis- He discussed the Alert Fairfield system. He stated that 600 users have registered in the past two weeks. He stated that a Weather Spotter's training class will be held on March 21 at 6:00 p.m. at the Liberty Center.

Gregg Marx- He stated that crime in the county has increased. His office is working on delinquent tax collection.

Debbie Smalley- She stated that her office is busy. She stated that criminal filings have increased by 7.8% as well as the civil cases. She stated that foreclosures are down from last year.

Jon Slater- He stated that House Bill 225 mandated that the direct deposit of payroll be mandated. He stated that at a cost of \$10-\$17 per paper transaction this will be a greater efficiency.

Carri Brown- She stated that she submitted names for the NACo Achievement Award. April is Abuse Prevention Month and stated that the Candlelight Walk is April 26. She thanked Sheriff Phalen for their assistance offering transportation to help JFS.

Staci Knisley- She stated that she will be sending an email regarding the 2013 budget preparation.

Branden Meyer- He thanked the departments for their cooperation regarding the new postage changes. He stated that the county is saving an average of 23.4% per month. He thanked Theresa Haynes from the Commissioners' office for working on making the changes.

David Miller- He stated that he is working on expanding MUNIS with a self service module to allow people to update information. He stated that a dashboard module.

David Burgei- He stated that GIS has been working with the Engineer's Office on a new 2012 map, which is being reviewed. He stated that the 2013 reappraisals are taking place now, including taking photos, which will be more crisp, higher resolution photos than in the past.

Lisa Notestone- No comments made.

Dave Levacy- He stated that he appreciated the cooperation between all of the elected officials and departments with each other.

Ed Laramée- No comments made.

Jerry Perrigo- No comments made.

Tony Vogel- No comments made.

Steve Davis- He stated that the State of the County is being moved from March 20 to March 27. He stated that the Commissioners were made aware that the county has a chance to improve their rating with Moody's. He stated that last year the Commissioners mentioned items in their State of the County that were addressed during this past year. He stated that the 30 year debate about the Parks is over. He stated that all of the Commissioners helped. He stated that the prisoners being sent out of county is over. He stated that Sheriff Phalen gets the credit for bringing them back to Fairfield County and the Commissioners cooperated to help the Sheriff. He stated that in the past, "the ideas went to the Commission went to die and now ideas come to fly;" ideas now get answered. He stated that one example is the legal level of control for departmental budgets. He stated that the Commissioners show a greater confidence to let the departments decide how to move their funds. He stated that the Commissioners have been working on three broad categories for this year's State of the County: Commissioner Kiger will give a year in review, Commissioner Shupe will discuss the collaborative efforts, ongoing and the future and Commissioner Davis will discuss the General Fund and financing. He asked for thoughts and suggestions on what the group would like to have discussed. He stated that the State of the County needs to be a place to give a projection and prediction on what the Commissioners want to accomplish and then actually do it. If the Commissioners continue to do this then the level of the State the County will be raised and be an important even that people will look forward to. He stated that the Pickerington Area Chamber of Commerce will be hosting the State of the County this year. He stated that he does not have patience for meetings where time is wasted and nothing is accomplished. He thanked Ms. Brown, Mr. Meyer and Ms. Cordle for their presentations during today's meeting. He stated that these Roundtables will have a purpose and there will a point to the Commissioners' meetings.

The meeting concluded at 9:41 a.m.

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, February 9, 2012 beginning at 10:00 a.m., with the following Commissioners present: Steven Davis and Mike Kiger. Also present were Jeff Barron, Aunie Cordle, Ed Laramée, Dave Levacy, Gregg Marx, and Branden Meyer.

Pledge of Allegiance

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

Announcements

No announcements made.

Public Comment

There was no public comment.

Approval of Appointment of William McNeer and Martin Lohne, M.D. to the Fairfield County Airport Authority Board [Fairfield County Commissioners]

On the motion of Mike Kiger and second of Steven Davis, the Board of Commissioners voted on the approval of Appointment of William McNeer and Martin Lohne, M.D. to the Fairfield County Airport Authority Board [Fairfield County Commissioners], see Resolution 2012-02.09.a.

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

Approval of Appointment of Lonnie I. Rush and Gregory A. Fisher to the Fairfield County Airport Authority Board [Fairfield County Commissioners]

On the motion of Mike Kiger and second of Steven Davis, the Board of Commissioners voted on the approval of Appointment of Lonnie I. Rush and Gregory A. Fisher to the Fairfield County Airport Authority Board [Fairfield County Commissioners], see Resolution 2012-02.09.b.

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

Approval of Engineer's Resolutions

On the motion of Mike Kiger and second of Steven Davis, the Board of Commissioners voted on the approval of the following Engineer's Resolutions:

2012-02.09.c Approval of the Annual County Highway System Mileage Certification for 2011 [Fairfield County Engineer]

2012-02.09.d Approval of Purchasing a 2012 Chevrolet Silverado 1500 2WD Reg Cab 133.0" Work Truck [Fairfield County Engineer]

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

Approval of Miscellaneous Financial Resolutions

On the motion of Mike Kiger and second of Steven Davis, the Board of Commissioners voted on the approval of the following Miscellaneous Financial Resolutions:

2012-02.09.e Approval of Payment of an Invoice without an Appropriate Carry over Purchase Order for the Commissioners' Office [Fairfield County Commissioners]

2012-02.09.f Approval of Payment of Invoices without an Appropriate Carry over Purchase Order for the Commissioners' Office [Fairfield County Commissioners]

2012-02.09.g Approval to Appropriate from Unappropriated Money Commissary #2442 [Fairfield County Sheriff]

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

The Regular Meeting ended at 10:05 a.m.

Review Session

The Board of Commissioners met at 10:07 a.m. to review legal issues, pending and future action items and correspondence. Commissioners present were Steven Davis, Mike Kiger, and Judith Shupe. Also present were Carl Burnett, Staci Knisley, Ed Laramée, Dave Levacy, Branden Meyer, Jon Slater, and Tony Vogel.

Miscellaneous Items

▪ Air Evac

Ms. Cordle stated that she met with Air Evac and explained that county insurance already provides med-evac services. The company asked that Ms. Cordle provide the information to the county employees that don't have county insurance.

Mr. Levacy stated that the medics on scene will make the decision on who to call.

Commissioner Davis asked what the past practice has been.

Ms. Cordle stated that information has been disseminated in the past.

Commissioner Kiger asked whether this information could be passed out at the benefit fair.

Ms. Cordle stated that she would like to know if the Commissioners decide to pass this information out.

Commissioner Davis stated if the Commissioners decide to allow this then they will let Ms. Cordle know.

Legal Questions Under Review and Prosecutor's Pending Items

- None

Pending Items

▪ Public Safety Committee

There was no update.

▪ Sales Tax Extension

Commissioner Davis stated that he has spoken to Jason Dolin regarding this. He stated that he understands a vote of three to zero, but would like a legal opinion on what would happen if there is a two to one vote on making the sales tax permanent.

▪ Health Department Relocation

Commissioner Davis stated that the Commissioners will discuss this item when Commissioner Shupe returns.

▪ 2012 State of the County

Commissioner Davis stated that the date is being moved from March 20 to March 27. He stated that he was in trial during Tuesday's meeting, but agrees that the State of the County should be moved in to allow any potentially good news to be shared during the State of the County. He stated that there is a projection that the county can improve its rating and the chances increase if the temporary sales tax is converted to permanent. He would like to have further discussions regarding this issue.

Commissioner Kiger stated that the presentation during Tuesday's meeting was very good and he stated that once Commissioner Davis meets with Mr. Conley he will see the benefits and importance of making the sales tax permanent.

Items that Need New Action/Attention- Requests and Review

▪ Evaluation of CHIP Administrative Services- CHIP FY 08

Commissioner Davis asked that this item remain on Review. He asked Mr. Meyer to ask whether they are looking for 2008 or 2012. The evaluation form lists 2008, but the report says 2012.

▪ Notice from Ohio Division of Liquor Control, re: New Alcohol Permit Request received from Lithopolis Grill & Café, LLC

Commissioner Davis asked Mr. Meyer to check with Sheriff Phalen regarding this.

Invitations

- None received.

Informational

- None received.

Miscellaneous Items (continued)

▪ **Dog Shelter**

Commissioner Kiger mentioned that he received information pertaining to the Dog Shelter and he is waiting on additional information regarding this.

Mr. Marx stated the issue would most likely involve Jason Dolin and Ms. Cordle.

Commissioner Davis stated that this item will be readdressed once information is given to the Commissioners

Review Session ended at 10:20 a.m.

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 10:20 a.m.

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

The next regular meeting of the Board of Commissioners is scheduled for Tuesday, February 14, 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 and Mike Kiger NAYS: None

ABSTENTIONS: Judith Shupe

*Approved on February 21, 2012.

Steven A. Davis Mike Kiger Judith K. Shupe
Commissioner Commissioner Commissioner

Branden C. Meyer, Clerk