

**Regular Meeting #08- 2013
Fairfield County Commissioners' Office
February 19, 2013**

Meeting with Bob Competti (Innerphase Video)

The Commissioners met at 8:49 a.m. to discuss the State of the County Address with Bob Competti (Innerphase Video). Commissioner Davis called the meeting to order with the following Commissioners present: Steven Davis, Mike Kiger, and Dave Levacy. Also present were Staci Knisley, Carri Brown, Jason Dolin, Jeff Barron, Bob Competti, David Miller, Aunie Cordle, Dennis Keller, and Rachel Elsea.

Mr. Davis told Mr. Competti the Commission wanted to touch base with Mr. Competti regarding the State of the County Address. The set up will be like last year with Mr. Kiger talking about the past, Mr. Davis talking about the financial present (with input from Ms. Brown), and Mr. Levacy talking about the future and moving forward.

Mr. Kiger stated he'd also talk about financials in his past presentation.

Mr. Davis stated that he would not need any technical assistance for his presentation.

Mr. Levacy said he would work with Ms. Brown for ideas on his presentation.

Mr. Kiger and Mr. Davis stated that the allotted time per commissioner was 8 minutes.

Mr. Kiger stated that Ms. Moyer would do the opening and closing for the event.

Ms. Brown added that Ms. Moyer also discussed having video highlights.

Mr. Competti said that he would compose the slideshow and asked that any photos or videos needed be emailed to him.

Mr. Levacy asked if the Parks should be included again this year.

Mr. Davis said that other organizations have been allowed in the past (parks, Tour de Cause, etc.) and that he'd be in favor of adding new organizations if they go that route.

Mr. Kiger mentioned including SCRAP.

Mr. Levacy mentioned including the Lancaster Festival on the slide show. He said he was not sure what technical help he'd need but that he'd let Mr. Competti know.

Mr. Davis stated he was open to having SCRAP/MCU but wanted to keep a theme and add the recovery center and Prevention Works. He mentioned calling Trish to see if they'd like to participate.

Ms. Brown mentioned bringing in the Prevention Works cardboard cutout campaign. She will see if it's available.

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Mr. Davis suggested keeping the SCRAP/MCU aspect a bit more subtle and focusing more on the positive.

Mr. Competti asked if there was a theme other than Past/Present/Future.

Mr. Davis stated that was the structure but they were working on the theme. He also mentioned that the audience wants to hear from the commissioners.

Mr. Competti asked the group to let him know as they came up with ideas. He also stated he would contact the lighting crew (JVP) from last year to figure out if they were needed, but he thinks he can handle everything on his own.

Mr. Kiger asked if he knew how to run the projector and audio in that room.

Mr. Competti said that he handles all of that equipment.

Mr. Kiger mentioned that they'd like Mr. Competti to arrange all other services needed so that they can just pay one bill.

Mr. Competti mentioned he would get in touch with JVP to see if they were planning on attending/helping to make sure they did not have double services, but that he was able to do everything on his own.

Mr. Davis stated that the Commission would meet with Mr. Competti in a few weeks and be in touch in the meantime with Mr. Levacy, Ms. Brown, and Mr. Kiger.

Review Session

The Commissioners met at 9:05 a.m. to review legal issues and pending or future action items and correspondence. Commissioner Davis called the meeting to order with the following Commissioners present: Steven Davis, Mike Kiger, and Dave Levacy. Also present were Staci Knisley, Carri Brown, Jason Dolin, Holly Mattei, Jeff Barron, David Miller, Aunie Cordle, Dennis Keller, Tony Vogel, and Rachel Elsea.

Mr. Davis opened the meeting.

- **Old Business**

- a. Area Human Society Allocation

- Mr. Davis mentioned that the Area Humane Society had asked for an allocation of \$8,500. Mr. Davis said he felt \$7,500 was an appropriate amount to consider.

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Mr. Kiger stated that if they approved this allocation others would also come forward asking for money.

Mr. Davis said he was thinking \$7,500, with an indication that the Area Humane Society should approach the Board with any emergency situations. He asked if the other Commissioners had different numbers in mind.

Mr. Kiger stated he was fine with the amount.

Mr. Levacy stated he was okay with this amount and that they would stay in touch with the Area Humane Society to address future needs.

Ms. Knisley stated that she would prepare a resolution for the Regular Meeting next week.

Mr. Davis asked that Ms. Brown to call the Area Humane Society to let them know of the allocation increase and that Commission hoped this was helpful.

b. The Paranormal Ohio Research Team

Mr. Davis asked Ms. Elsea to reach out to this group and schedule a time for them to go through the Clarence E. Miller building in June.

Ms. Elsea asked if she should also invite Mr. Stilwell to do his historical video documenting.

Mr. Davis agreed.

c. State of the County Address

Ms. Knisley reported that she and Ms. Elsea met with Ms. Moyer earlier in the morning. Ms. Moyer has some good ideas.

Mr. Kiger stated that he spoke to Ms. Smalley and she'd be sending pictures of the renovations to the Pickerington office to be included in the slide show.

- New Business

- a. Utilities – Revocable License Agreement to install a drainage tile across the county property (Mr. Allen) and Village of Baltimore Service Agreement.

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Mr. Vogel stated that there are two issues here. The first being a license agreement (which Mr. Dolin has created) with a farmer (Mr. Allen) to put drainage tile across a county owned field (near Lockville Road). Mr. Vogel stated that Mr. Allen had not bonded and that a bond would be hard for him to get. Mr. Vogel asked if they should request a bond from Mr. Allen. The agreement states that Mr. Allen is responsible for the maintenance or if the county does work, they would pay for it.

Mr. Dolin stated that there is no upside for the county to allow the drainage tile (other than it being the nice thing to do). Looking at history, having Mr. Allen bond is good risk management.

Mr. Vogel stated that Mr. Allen hasn't balked at bonding yet.

Mr. Davis suggested the bonding requirement be left in the agreement for now and they'd see what Mr. Allen's response is. There may be some creative means if he does balk.

Mr. Vogel asked what the amount of the bond should be.

Mr. Dolin stated he didn't know what the exact amount should be but that it should be enough to fix the drainage or allow the county to pull it out. The county shouldn't need to pay any of the repairs or removal.

Mr. Vogel stated that the second issue is regarding Baltimore expanding water and sewer services to 256. They must have an agreement with the county. Mr. Vogel suggested doing an agreement like the one done with Buckeye Lake.

Mr. Levacy stated that there will be disagreements about this.

Mr. Vogel agreed that there would be many disagreements and that they would need to run sewer lines and would possibly charge the property owners.

Mr. Davis stated that he did not believe there had been any communication from the Village of Baltimore.

Mr. Levacy stated that he thought a letter had been received asking for the Commissioners' support.

Mr. Vogel stated that they have already begun laying the lines.

Mr. Davis asked if they needed permission to lay the line or utilize it.

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Mr. Vogel stated that they probably need permission to do both but definitely need permission to utilize the lines.

Mr. Levacy stated that they had laid lines in Walnut Township as well.

Mr. Vogel suggested the county do an Agreement with them and not an assignment.

Mr. Levacy advised that the county tread lightly regarding this matter.

Mr. Dolin joined the conversation and Mr. Davis recapped the issue for him of Baltimore adding the lines but having not sought permission to construct them or utilize them and that it sounded like they needed an agreement for what they were already doing.

Mr. Vogel said he has spoken to Jeff Feyko, Baltimore's Village Solicitor, regarding the issue.

Mr. Levacy again mentioned that he believe a letter had been received in October or November of last year.

Mr. Dolin asked where the county gets the franchise for the service area.

Mr. Vogel stated that anything outside of cities, townships, or villages defaults to the county.

Mr. Davis asked Mr. Dolin to work with Mr. Feyko to confirm what Baltimore is doing is correct and that they have the correct permissions.

Mr. Vogel said he would check on the funding sources (possible property owners). Baltimore called Mr. Vogel but gave no indication on where the funding is coming from.

Mr. Dolin said he would get the plans from Mr. Vogel and look at those before calling Mr. Feyco.

In another matter, Mr. Vogel asked the Commission if anyone else in the county has done automatic withdraw for bill payments as they have some clients who are interested. Ms. Brown stated that they could set up a time to look at this with the treasurer and auditor, as there has been discussion about this possibility in the past. The Treasurer is beginning to accomplish ACH escrow payments, it is believed.

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Returning to the thought of a letter from Baltimore, Mr. Levacy mentioned that the letter from Baltimore may have actually been sent to Bob Clark asking for a letter of support. Mr. Davis stated that was correct and that the Commission had not done anything but encouraged Mr. Clark to be careful. Mr. Levacy stated that the Commission needed to get a copy of that letter.

- Legal Update

- a. Mr. Dolin stated that he did not have any updates.

- Correspondence & Documents Received

- d. RPC Letter – Holly Mattei (see attached)

Ms. Mattei stated a notice had been received regarding the procedure to issue or deny a Clean Water Act Section 401 water quality certification for ATEX Express Project.

Ms. Mattei asked the Commissioners if they had any comments or if they would like her to reach out to local communities for their comments.

Mr. Davis abstained from this matter as he has represented many land owners in the past and wanted to be careful on this issue.

Mr. Kiger told Ms. Mattei he thought it would be helpful for her to reach out to the communities.

Mr. Levacy agreed.

Ms. Mattei said she would reach out and report back to the Commission.

Mr. Kiger asked Mr. Keller how the signage was coming for Regional Planning's Office. Mr. Keller said the new letters had been ordered and they will install them when they are in.

- a. Liquor License – Old Town Tavern

Mr. Kiger said he would ask the Sheriff if the area had been causing any problems for law enforcement.

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b. Letter from Sharon Buccilla re: Hickory Lakes.

Mr. Davis stated he met with Helen Mayle and Sharon Buccilla with Hickory Lakes about a year ago regarding the possibility of Hickory Lakes becoming a convention center owned and ran by the county. The county asked for a business model with past revenues and expenditures along with projected revenues and expenditures. No response has been received. Mr. Davis asked Ms. Brown to share a copy of the email with Ms. Mayle and let Ms. Buccilla know they are waiting on the business model. In order to continue these discussions, the Commissioners need more information.

c. Thank you note from Branden Meyer.

The Commission reviewed a letter of thanks from Branden Meyer and continued to wish him well in his new position.

- Calendar Review/Invitations Received.

a. September Leadership Conference – September 19th

Ms. Brown stated that she had asked Ms. Elsea to go ahead and put this on the calendar and reserve the Nature Center at Alley Park. Mr. Davis asked if this could be moved to early October since that is the start of a new quarter and some other numbers should be in by then. Ms. Knisley stated that Fair Week should be avoided. Ms. Brown said she'd look at another date (maybe after Fair Week) and said they'd also give thought to blocks of time for budget hearings.

Mr. Kiger asked that morning meetings not start before 9:00 a.m. as those are hard for him to attend.

Mr. Davis stated that the resolution for the Duncan Road hearing could be changed to 9:00 a.m.

Mr. Davis also asked which meetings need to be announced to the public.

Mr. Dolin stated that a meeting with two or more Commissioners should be put on the schedule.

b. Bremen Chamber of Commerce Luncheon – February 26 @ 12 p.m.

Mr. Davis, Mr. Kiger, and Mr. Levacy will all attend. Ms. Elsea will RSVP.

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- Carri's List

a. Mr. Kiger and Mr. Levacy are to attend the Ohio Dog Warden Association Meeting on February 20th. Ms. Brown has a list of things for them to address at the meeting.

- i. Names, contact information and email addresses of leaders within the Association
- ii. Repository of best practices or recommended procedures
- iii. Model contracts with Dog Shelter and Human Society, model relationships with these two entities
- iv. Model examples of spay and neuter programs
- v. Model examples of volunteer programs and stakeholder engagement
- vi. Examples of model departments that are about the same size as Fairfield
- vii. Model practices of adoption
- viii. How many Shelters do not accept owner turned in dogs?

b. Ms. Brown presented the Commission with a card to wish Mike Miller a speedy recovery.

c. Ms. Brown will be meeting with Bill Vance at 10 am on Wednesday (no specific agenda items planned, Bill Vance asked for the meeting).

d. Ms. Brown will hold an Administrative Team meeting on Friday with Ms. Elsea, Ms. Knisley, Ms. Foster, and Ms. Haynes to discuss several issues including the Sales Tax timeline.

e. The Department of Administrative Services leases office space in the Court House and would like to continue at their current rate.

Mr. Kiger suggested they consult with Mr. Keller to make sure the rates are current.

Ms. Brown stated that she has connected with Mr. Keller and will bring this item back in a few weeks.

Mr. Davis asked if they have presented a written lease.

Ms. Brown stated that they are creating the lease to present to the Commissioners but it should be the same as previous years.

f. With Regional Planning Moving, office space has opened up on the first floor. The Sheriff would like to consider this space for a property room or perhaps as a transitional space.

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Mr. Kiger stated that the office space was originally promised to data and GIS.

Mr. Laramée stated that the area would just be expanded.

Ms. Brown said that there may still be some available space.

Mr. Laramée agreed (space would be next to the mail room).

Ms. Brown said she would work with Mr. Keller and wanted to see if the Commission had specific plans first.

Mr. Levacy stated that he toured the Sheriff's area with Mr. Keller. They have discussed with Mr. Slater the costs of outside storage and the possibility of building a storage facility since costs are so high for renting space.

Mr. Davis asked if the evidence room would need to be staffed.

Mr. Levacy said the evidence room at the jail is staffed by a civilian. It is below the jail and floods when the inmates flood the jail.

Mr. Davis asked if an evidence room was located on the first floor if it would need to be staffed.

Mr. Levacy said it did not necessarily have to be staffed, just secure.

Mr. Davis asked Ms. Brown to see if evidence was stored on the first floor if it would need to be staffed and if so if a civilian or deputy would need to do that.

Ms. Brown stated that the FACFC also asked for space, but that the first floor was not big enough for six people and meeting space they would need.

Mr. Levacy said that outside storage costs are very high.

Ms. Knisley stated that the county's storage costs are roughly \$56,000 a year. She said Mr. Slater is also working on these figures.

g. Buckeye Lake Dam Table Talk – April 17th

EMA is hosting this event if anyone would like to attend.

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Ms. Cordle stated that Branden Meyer was in the process of becoming a Public Information Office and that it may be something Ms. Elsea wants to do.

h. Merv Bartholow – Buckeye Lake Coordinator

Mr. Bartholow would like to come at 9:00 next Tuesday (February 26, 2013) to have the President sign the resolution.

Mr. Davis asked if this was a draft and not final resolution.

Mr. Levacy said Mr. Bartholow was to provide an update with what they are doing.

Ms. Brown said we do not need to complete a resolution to sign but having a motion would be appropriate.

On the motion of Mike Kiger and second of Dave Levacy, the Board of Commissioners voted to allow President Davis to sign the resolution brought by Mr. Bartholow next week.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Mike Kiger, Dave Levacy and Steve Davis

i. Ms. Brown will email the grant writing seminar slide show to the Board.

Recess at 9:56

Mr. Davis stated that there would be a brief recess until the 10:00 Regular Meeting.

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, February 19, 2013 beginning at 10:04 a.m., with the following Commissioners present: Steven Davis, Mike Kiger and Dave Levacy. Also present were Jason Dolin, Carri Brown, Bill Miller, David Miller, Lori Hampshire, Rachel Elsea, Jeff Barron, Aunie Cordle, and Staci Knisley.

Pledge of Allegiance

Commissioner Davis asked everyone to rise as able, and he led the Pledge of Allegiance.

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Announcements

Commissioner Davis asked Ms. Elsea if there were any announcements. Ms. Elsea stated that she had no announcements.

Public Comment

Commissioner Davis asked if anyone from the public who would like to speak or offer comments. No public comments were made.

Approval of Minutes for the Tuesday, February 12, 2013 and Thursday, February 14, 2013

On the motion of Mike Kiger and second of Dave Levacy, the Board of Commissioners voted to approve the Minutes for Tuesday, February 12, 2013 and the Minutes for Thursday, February 14, 2013

Roll call vote of the motion resulted as follows:

Voting aye thereon: Mike Kiger, Dave Levacy and Steve Davis

Approval of the ADAMH Resolutions

On the motion of Dave Levacy and second of Mike Kiger, the Board of Commissioners voted to approve the resolution to amend the certificate, update receipt line item & request for appropriations for additional unanticipated receipts for fund 2066; see resolution 2013-02.19.a.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Mike Kiger and Steve Davis

Approval of the Auditor's Office Resolutions

On the motion of Mike Kiger and second of Dave Levacy, the Board of Commissioners voted to approve the resolution authorizing a fund #7671 Insurance to fund #1001 General Fund transfer - 2% administrative fee; see resolution 2013-02.19.b.

Discussion: Mr. Kiger asked Mr. Laramée to explain this resolution. Mr. Laramée stated that Fairfield County HR took on additional services that were previously done by an outside vendor which enacted a 2% refund to be returned to the general fund.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Mike Kiger, Dave Levacy and Steve Davis

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Approval of the Commissioners' Resolutions

On motion of Dave Levacy and second of Mike Kiger, the Board voted to approve a resolution to amend the following Commissioners' Office resolutions:

2013-02.19.c A resolution to appropriate from unappropriated in major expenditure object categories for the Fairfield County Commissioners ' Office and Human Resources Department Fund # 1001.

2013-02.19.d A resolution authorizing the approval of a request for payment and status of funds report – FY2011 CDBG Formula Funds – Drawdown for \$22,536.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Mike Kiger and Steve Davis

Approval of the Emergency Management Agency's Resolution

On the motion of Mike Kiger and second of Dave Levacy, the Board of Commissioners voted to approve the resolution authorizing the approval of repayment of an advance to the General Fund from 2735 (subfund 8022) State Homeland Security Planning Grant FY2011, see resolution 2013-02.19.e.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Mike Kiger, Dave Levacy and Steve Davis

Approval of the Engineer's Office Resolutions

On motion of Dave Levacy and second of Mike Kiger, the Board of Commissioners voted to approve the following Engineer's Office resolutions:

2013-02.19.f A resolution to approve the amended certificate, update receipt, increase appropriations, account to account and fund to fund transfer from 2362 to 3445.

2013-02.19.g A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle .

2013-02.19.h A Resolution to set a Commissioner's viewing date of March 12, 2013 at 9:00 a.m. and a final hearing date of March 12, 2013 at 11:30 a.m. to determine the necessity for establishing, altering, and widening of Duncan Road, Hocking Township, Fairfield County.

Discussion: Mr. Davis asked who issues the resolution regarding the scheduling of a viewing. Ms. Brown stated that the Engineer did and the Commissioners' office posted and mailed the resolution notices. Mr. Davis noted that the time needed changed. Ms.

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Knisley confirmed the time had been changed in the resolution but was not reflected on the agenda as it was a last minute change.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Mike Kiger and Steve Davis

On the motion of Mike Kiger and second of Dave Levacy, the Board voted to table the purchase of a John Deere Mowing Tractor with Flail Mower; see resolution 2013-02.19.j. (approved later in the day during Review Session).

Discuss: Mr. Kiger stated that he noticed a part of the tractor was being purchased from North Carolina and wanted to see if it could be purchased locally.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Mike Kiger, Dave Levacy and Steve Davis

On motion of Dave Levacy and second of Mike Kiger, the Board of Commissioners voted to approve the following Engineer's Office resolutions:

2013-02.19.j A resolution to amend the certificate, update receipt line item & request for appropriations for additional unanticipated receipts of Memo receipts and memo expenses for fund 3445.

2013-02.19.k A resolution to amend the certificate, update receipt line item & request for appropriations for additional unanticipated receipts of Memo receipts and memo expenses for fund 3445.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Mike Kiger and Steve Davis

Approval of the Family Adult and Children First Council Resolutions

On the motion of Mike Kiger and second of Dave Levacy, the Board voted to approve the resolution to amend the certificate, update receipt line item & request for appropriations for additional unanticipated receipts for fund #7521, Family Adult & Children First Council.; see resolution 2013-02.19.l

Roll call vote of the motion resulted as follows:

Voting aye thereon: Mike Kiger, Dave Levacy and Steve Davis

Approval of the Job and Family Services' Resolutions

On motion of Dave Levacy and second of Mike Kiger, the Board of Commissioners voted to approve the following JFS resolutions:

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2013-02.19.m A resolution to approve a memo expenditure for Social Security Reimbursements for Child Protective Services

2013-02.19.n A resolution to approve repayment of an advance made for fund 2789, a fund used to account for the Resource Center Grant, administered by JFS on behalf of Fairfield County

Discussion: Ms. Brown stated resolution 2013.02.19.m is a standard procedure for reimbursement processes for the Social Security related payments. She also stated resolution 2013.02.19.n is a repayment of an advance for a grant JFS administers on behalf of the Commission. She thanked the Commission for their help and said they were happy to have received all of the reimbursements from the grantor and would now repay the advance.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Mike Kiger and Steve Davis

Approval of the Fairfield-Hocking Major Crimes Unit's Resolutions

On motion of Mike Kiger and second of Dave Levacy, the Board of Commissioners voted to approve the resolution appropriate from unappropriated in a major expenditure object category for the Fairfield-Hocking Major Crimes Unit – Fund 7619 Federal Seizures; see resolution 2013-02.19.o.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Mike Kiger, Dave Levacy and Steve Davis

Approval of the Payment of Bills Resolutions

On motion of Dave Levacy and second of Mike Kiger, the Board of Commissioners voted to approve the following payment of bills resolutions:

2013-02.19.p A resolution to approve the payment of a vouchers without appropriate carry-over purchase orders for all Departments that are approved by the Commissioners

2013-02.19.q A resolution authorizing the approval of payment of invoices for departments that need Board of Commissioners' approval. (Check date: 2.21.13)

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Mike Kiger and Steve Davis

Ms. Elsea announced that the next regular scheduled meeting for the Board of Commissioners will be Tuesday, February 26, 2013 at 10:00 a.m.

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Commissioner Davis announced at 10:16 a.m. that a brief recess will be held followed by the continuance of review in Commissioner Kiger's office.

Review Session continued at 10:24 a.m.

The Board of Commissioners met at 10:24 a.m. to continue their review session with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Ed Laramee, Jason Dolin, David Miller, Jeff Barron, Rachel Elsea, John Bitler, Aunie Cordle and Staci Knisley.

Approval of Resolution 2013-02.19.i. (tabled during the Regular Meeting)

Ms. Brown stated that she confirmed with the Engineer's office that the tractor could not be completely purchased locally and that the state competitive bidding process was being used. The out of state company providing one of the parts of the purchase and will work with the local company who will service the mower.

On motion of Mike Kiger and second of Dave Levacy, the Board of Commissioners voted to remove from the table the resolution to approve the purchase of a John Deere Mowing Tractor with Flail Mower; see resolution 2013-02.19.i.

Roll call vote of the motion resulted as follows:
Voting aye thereon Mike Kiger, Dave Levacy and Steve Davis

On motion of Dave Levacy and second of Mike Kiger, the Board of Commissioners voted to approve the resolution to approve the purchase of a John Deere Mowing Tractor with Flail Mower; see resolution 2013-02.19.i.

Roll call vote of the motion resulted as follows:
Voting aye thereon: Dave Levacy, Mike Kiger and Steve Davis

Mr. Davis stated he had confidence that the Engineer's office knew what to do when purchasing equipment and seeking open opportunities for competition that included local vendors.

Meeting with John Bitler, Development Manager, Wagnalls Memorial

The Board of Commissioners met at 10:30 a.m. with Mr. John Bitler of Wagnalls Memorial with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Ed Laramee, Jason Dolin, David Miller, Jeff Barron, Rachel Elsea, John Bitler, Aunie Cordle and Staci Knisley.

Mr. Davis thanked Mr. Bitler for coming and asked for an update and how the Commission could be of service to Wagnalls Memorial.

Mr. Bitler gave a brief history of Wagnalls. Wagnalls was founded in 1925. For 75
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years they were self-sufficient. Wagnalls has undergone restructuring and no longer has an executive director. Instead Ms. Hall handles internal matters while Mr. Bitler handles external matters. Mr. Bitler said he is beginning to make his rounds in the community, meeting people and groups, and reintroducing Wagnalls. Mr. Bitler brought literature for the Commission (see attached).

Mr. Davis asked about the status of the scholarship program.

Mr. Bitler said that the program is minimal compared to what it used to be due to investments. In 2003 the scholarships were cut to \$1,000 per term plus private schools. The hope is to raise money to increase the scholarship fund. Mr. Bitler also added that Wagnalls is a 501(c)3 operating as a library and receiving library funding.

Mr. Kiger suggested that Wagnalls include the Violet Festival in their outreach to the community.

Mr. Bitler confirmed that they already do.

Mr. Davis asked if there were any more questions.

Mr. Kiger thanked Mr. Bitler and said he was glad to hear of the new information.

Mr. Bitler also stated that Wagnalls recently added Ann Darling to the Board of Directors and that she'd be an asset to Wagnalls.

Mr. Davis thanked Mr. Bitler for coming in and sharing information about Wagnalls Memorial.

Review Continued:

Mr. Davis asked if there were any additional items and referred to the handout from Mr. Laramie regarding sales tax statistics (see attached).

Mr. Laramie stated that the numbers should settle back to 3%-4% (normal growth) rate of growth.

Mr. Kiger also mentioned that he has reached out to CCAO for a schedule for the committees he has been appointed to but has not heard back.

Mr. Kiger also mentioned that he spoke with John Lester who said he was not interested in serving on the Metropolitan Housing board and asked if it should be posted that someone is needed.

Mr. Davis suggested bringing in the director of MHA to discuss this further.

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Executive Session to discuss personnel

On motion of Steve Davis and second of Mike Kiger, the Board voted to enter into Executive Session to discuss personnel at 10:45 a.m.

Discussion: Commissioner Davis stated that the following be present: Commissioner Davis, Commissioner Kiger, Commissioner Levacy, Carri Brown, and Aundrea Cordle.

Roll call vote of the motion as follows:

Voting aye thereon: Steve Davis, Mike Kiger and Dave Levacy

On the motion of Mike Kiger and second of Dave Levacy, the Board voted to exit Executive Session at 11:24 a.m.

Roll call vote of the motion as follows:

Voting aye thereon: Mike Kiger, Dave Levacy and Steve Davis

Review session continued at 11:25 a.m.

- Ms. Brown mentioned the possibility of starting a bid process for a spay/neuter clinic for the County at some point in the future, after research has been conducted. Mr. Levacy asked if there was a Fairfield County Association of Veterinarians. Ms. Brown stated that there was not such an association in the white pages, but it is possible there are informal associations or networks that would help with that effort.

Adjournment

With no further business, on the motion of Mike Kiger and a second of Dave Levacy the Board of Commissioners voted to adjourn 11:33 a.m.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Mike Kiger, Dave Levacy and Steve Davis

The next regular meeting for the Board of Commissioners is scheduled for Tuesday, February 26, 2013 at 10:00 a.m., with review session at 9:00 a.m. on the same day.

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Motion by: Seconded by:

that the February 19, 2013, minutes were approved by the following vote:

YEAS: NAYS: None

ABSTENTIONS: None

*Approved on February 26, 2013

Steven A. Davis

Dave Levacy

Mike Kiger

Commissioner

Commissioner

Commissioner

Rachel Elsea, Clerk