

**Regular Meeting #25-2012  
Fairfield County Commissioners' Office  
June 4, 2012**

**Department Head Meeting**

The Commissioners met with their department heads for their monthly update on Monday, June 4, 2012. 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 Aunie Cordle, Shane Farnsworth, Director, Economic Development), Jon Kochis (Director, EMA), Branden Meyer, Michael Orlando (Director, Job and Family Services), Tony Vogel (Facilities Manager/Director, Utilities Department), and Nina West (Dog Shelter).

Ms. Aunie stated that she will be on vacation next week. She circulated a draft survey that she will be sending around to the departments regarding the current policies and practices regarding cell phone use.

Mr. Kochis asked what phone carrier is used.

Ms. Cordle stated that she did not ask phone carrier information on the survey.

Commissioner Davis asked whether a stipend is given for people using personal phones.

Ms. Cordle stated no, not currently, but this is something that can be considered.

Commissioner Davis stated that based on our previous meeting it seems that the county may not be receiving a good deal on its cell phone discount for an entity of our size.

Mr. Orlando stated that the Finance Office can determine the amount per minute.

Ms. Cordle stated the amount is about 8-11 per minute.

Mr. Orlando stated that JFS does an RFP to receive the best cost.

Commissioner Davis stated that he wants any cell phone policy changes to reflect what is actually going on. He stated that it may be better to give a stipend rather than reviewing each call line by line, which takes a lot of time.

Mr. Farnsworth stated that it looks like the problems with the IRS have changed.

Mr. Vogel stated that he will be on vacation next week. He stated that the construction on the new Utilities Administration Building is going well and should be completed in mid August. He stated that the DACO wall construction is going slow. He stated that he received estimates to complete the east section of the wall. He stated that it will not be able to be completed due to the Festival coming up. He stated that the price is great.

Commissioner Davis asked whether the repairs will be made to the Sherman wall. He asked Mr. Vogel to get estimates on blasting and cleaning the iron fence next to the Sherman House.

Mr. Vogel stated that he would. He also stated that the Courthouse was sprayed for fleas last Friday. He stated that the replies to the energy audit RFP have come in.

Commissioner Shupe asked about the Board of Health timeframe.

Mr. Vogel stated that the Health Department can occupy the Colonnade Building on December 1. He stated that two of the office suites will be available on September 1. Those two suites will have renovation work done at that time.

Commissioner Davis stated that a decision will have to be made regarding the Clarence Miller Building once that building is empty.

Commissioner Kiger stated that the use of building located at 407 E. Main Street by the Historical Parks Commission needs to be discussed and formalized.

Mr. Vogel stated that Mr. Dolin is looking into drafting an agreement for the County to sign with the Historical Parks Commission to allow them to occupy the building.

Commissioner Shupe stated that the current building is not idea for them. He stated that there is a potential building located in Baltimore that has storage as well as office space.

Commissioner Davis stated that an agreement needs to be signed to formally allow the Historical Parks Commission to use the building.

Mr. Kochis stated that there will be a Local Emergency Planning Committee/Homeland Security meeting will be held on Thursday at 9:00 a.m. Commissioner Davis will be in attendance. He stated that he received a \$25,000 grant for Hazmat training. He stated that he was not awarded the School Planning Grant.

Commissioner Davis asked whether he received an answer why he did not receive the grant.

Mr. Kochis stated that he has requested feedback. He stated that his office has received a request to help dive for a body in Muskingum County. He stated that they had received the request previously, but had not agreed to help. He stated that the water level is lower now than it has been in a long while.

Mr. Orlando stated that two shared services agreements will be on the Commissioners' meeting agenda this week.

Commissioner Shupe asked how JFS is doing regarding staffing levels.

Mr. Orlando stated that they are not adding any new staff and will stay at their current levels. He stated that their new data imaging will help allow staff to do other tasks. He stated that they are constantly applying for grants.

Commissioner Kiger asked Mr. Orlando about a new article that discussed merging of departments.

Mr. Orlando stated that Vinton, Ross, and Hocking counties have merged some of their services. He stated that a recent house bill allows for this. He stated that the model would be similar to how the juvenile detention center operates. He stated that this is mostly regarding sharing administrative staffing.

Ms. West stated that they are waiting on information regarding a mobile sterilization clinic. She stated that they had 3 dog bite incidents recently. She stated that the Lancaster City Prosecutor's office has provided a protocol that they would like for the County Prosecutor's office and Commissioners to review and give approval on.

Commissioner Kiger stated that the information regarding nuisance and vicious dogs has been pending for a few months.

Mr. Farnsworth stated that the Revolving Loan Fund has been very busy. He stated that they are waiting on Mr. Dolin to approve some RLF agreements.

Commissioner Shupe asked whether Mr. Dolin is doing all of the RLF work.

Mr. Farnsworth stated yes.

Commissioner Shupe stated that Mr. Dolin may need some assistance.

Mr. Farnsworth stated that he has been busy with the 33 Alliance regarding site selection. He stated that there is a potential partnership with IBM. He stated that his office has been responding to leads that have been coming in.

Commissioner Davis stated that the Commissioners have given Mr. Dolin a large task that has occupied his time for the past ten days, which has put a very high demand on him.

Commissioner Kiger asked for a department organizational flow chart from Mr. Kochis, Ms. West and Mr. Vogel since he is less familiar with their departments.

Mr. Meyer stated that the Courthouse will be a stop on this year's ArtWalk. He also stated that Carri Brown had forwarded information that the county was awarded their Innovation Fund Grant from the State of Ohio.

Commissioner Shupe stated that David Fey had mentioned during the Elected Official/Department Head Roundtable that he would like to have a bus tour of the county's parks.

Commissioner Davis stated that he had met with Deward Watts who represents the anti-Pearl House group. Commissioner Davis stated that Mr. Watts shared thoughts of his group with him and also their vision for what downtown Lancaster should look like. He stated that Mr. Watts has a vision similar to Savannah or Charleston.

The meeting concluded at 9:54 a.m.

#### **Commissioners' Regular Meeting (Special Meeting)**

A regular meeting (special meeting) of the Fairfield County Board of Commissioners was held on Monday, June 4, 2012 beginning at 10:00 a.m., with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Aunie Cordle, Jason Dolin, Holly Mattei, Branden Meyer and Jeremiah Upp.

#### **Pledge of Allegiance**

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

#### **Announcements**

No announcements made.

#### **Public Comment**

No public comment made.

#### **Executive Session\***

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted to enter into Executive Session at 10:03 a.m. for the purpose of discussing pending or imminent litigation. Commissioners present were Judith Shupe, Steve Davis and Mike Kiger. Also present were Aunie Cordle, Jason Dolin, Holly Mattei, Branden Meyer and Jeremiah Upp.

Roll call vote of the motion resulted as follows:

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

\*This meeting was not public pursuant to R.C. 121.22(G)(3)

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted to adjourn from Executive Session at 11:29 a.m.

Roll call vote of the motion resulted as follows:

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

No formal actions were taken.

### **Commissioners' Regular Meeting (continued)**

The regular meeting of the Fairfield County Board of Commissioners was continued on Monday, June 4, 2012 beginning at 10:29 a.m., with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Aunie Cordle, Jason Dolin, Holly Mattei, Branden Meyer and Jeremiah Upp.

The Commissioners entered open session to approve the following resolution:

### **Approval of a request for the Fairfield County Prosecutor to file a Complaint and Motion for Temporary Restraining Order in the Common Pleas Court of Fairfield County regarding the Windy Hills Subdivision [Fairfield County Commissioners], [Fairfield County Commissioners]**

On the motion of Steven Davis and second of Judith Shupe to amend the resolution to strike "Jason Dolin" and insert "Fairfield County Prosecutor" in its place.

Roll call vote on the motion to amend resulted as follows:

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

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of a request for the Fairfield County Prosecutor to file a Complaint and Motion for Temporary Restraining Order in the Common Pleas Court of Fairfield County regarding the Windy Hills Subdivision [Fairfield County Commissioners], see Resolution 2012-06.04.a.

Roll call vote of the motion resulted as follows:

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

The meeting concluded at 10:34 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 10:34 a.m.

Roll call vote on the motion resulted as follows:

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

The next regular meeting of the Board of Commissioners is scheduled for Tuesday, June 5, 2012 at 10:45 a.m.

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Motion by: Judith Shupe

Seconded by: Mike Kiger

that the minutes were approved by the following vote:

YEAS: Judith Shupe, Mike Kiger, and Steven Davis    NAYS: None

ABSTENTIONS: None

\*Approved on June 12, 2012

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Steven A. Davis  
Commissioner

Mike Kiger  
Commissioner

Judith K. Shupe  
Commissioner

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Branden C. Meyer, Clerk