

**Regular Meeting #33-2012
Fairfield County Commissioners' Office
July 17, 2012**

Meeting with Deputy Gary Hummel

The Board of Commissioners met with Deputy Gary Hummel at 9:02 a.m. to discuss the purchase of a vehicle for the Litter Program. Commissioners present were Steven Davis, Mike Kiger, and Judith Shupe. Also present were Jeff Barron, Jason Dolin, Dave Levacy, and Branden Meyer.

Deputy Hummel stated that he monitors the litter collection for the thirteen townships within the county. He stated that his vehicle needs repair and a new engine. The vehicle is running, but is making noises.

Commissioner Kiger asked how many miles are on the vehicle.

Deputy Hummel stated that his vehicle has almost 220,000 miles on it.

Commissioner Shupe asked whether the Sheriff's fleet has any vehicles that could be used.

Commissioner Davis asked Deputy Hummel to find an SUV in the \$15,000-\$18,000 price range.

Commissioner Shupe stated that the Solid Waste District meeting will be next week.

Deputy Hummel stated that he will send over some vehicle pricing information.

The meeting ended at 9:10 a.m.

Review Session

The Board of Commissioners met at 10:16 a.m. to review legal issues, pending and future action items and correspondence. Commissioners present were Mike Kiger and Judith Shupe. Also present were Jeff Barron, Randy Carter, Aunie Cordle, Jason Dolin, Staci Knisley, Ed Laramée, Dave Levacy, Branden Meyer, Dennis Schwallie, Jon Slater and Tony Vogel.

Legal Questions Under Review and Prosecutor's Pending Items

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

Mr. Dolin stated that this item is pending.

▪ **Lease Agreement for Ham Operator Building**

Mr. Dolin stated that he has sent the draft agreement earlier in the morning.

▪ **Lease Agreement for Historical Parks Office- 407 E. Main Street**

Mr. Dolin stated that he has sent the draft agreement earlier in the morning.

Commissioner Davis stated that the parks properties are covered under the County's CORSA; \$2,941.00 is the Park's share of the CORSA coverage.

Commissioner Davis stated that if the Park's Commission went to obtain their own coverage they would pay \$8,000-\$10,000. He stated that the question is whether the county wants to continue to cover them and whether the county wants to bill them back for their share of the coverage.

Ms. Knisley stated that Utilities, Board of Developmental Disabilities, Affordable Housing, Engineer and Job & Family Services are billed for their coverage.

▪ **Lease Agreement for Board of Developmental Disabilities Building**

Mr. Dolin stated that the closing for this property is scheduled for July 24 or July 25. He stated that a resolution authorizing Commissioner Davis to sign the closing documents will be needed.

Pending Items

▪ **Public Safety Facility**

No new information.

▪ **List and usage of county owned buildings**

Commissioner Davis stated that the county may consider transferring some property to the Historical Parks. He stated that he would like to meet with David Fey next week to discuss property insurance.

Commissioner Shupe asked whether the Parks can remain on the county's coverage.

Commissioner Davis stated that the Historical Parks is getting benefits by being included on the county's CORSA coverage. He would like to get an inventory of what properties are "yours, mine and ours."

▪ **Exchange Licensing Needs: required employee email accounts for Direct Deposit**

Commissioner Kiger stated that the Engineer's office was concerned with this change because their road crews currently do not have computer access and this change would make it necessary to install computer terminals and allow the road crew to use the computers.

Items that Need New Action/Attention- Requests and Review

▪ **Sheriff's SCRAP Program**

Commissioner Davis stated that there was no cost break down in writing. The deputies mentioned \$120,000 and presented information.

Commissioner Davis stated that the actual question is whether to authorize the SCRAP program for the remainder of the 2012.

Ms. Knisley asked whether there is additional money for 2012.

Commissioner Davis stated yes.

Commissioner Shupe stated that the budget be reviewed.

Commissioner Davis stated that there is interest in continuing the program through 2012 and would like to see the cost breakdown at the earliest convenience.

▪ **Casino Revenue**

Commissioner Davis stated that the county received the quarterly distribution. There are only two casinos open and were only open for a portion of the quarter. In 2013, there will be four quarterly distributions, which looks like it will be "north of \$1.8 million."

Ms. Knisley asked Jeanette Addington whether she should include this number in her projections.

Commissioner Davis stated that the numbers are already influenced by the VLTs and Racinos. He mentioned the idea of having a capital improvement line item that this distribution will be deposited into.

Ms. Knisley stated that this could be discussed during the fall's budgeting process.

Commissioner Davis stated that this "cannot be chewed up" with expenses that are reoccurring.

Commissioner Kiger stated that at the township trustees meeting the trustees expressed the opinion that the trustees want the money given to them.

Commissioner Davis stated that many groups will say and express that they have a need for the money.

Ms. Knisley stated that the transfer may be made later rather than sooner to see what actually comes in.

Commissioner Davis stated that the potential, partial solution to a set of needs. He stated that this dwarfs the partial solution.

▪ **Employee Overtime**

Commissioner Davis stated that Mr. Kochis worked 124 hours during the storm week. He stated that there is not a formal policy for dealing with a salaried employee who greatly exceeds their hours.

Commissioner Shupe stated that Department Heads typically do not get overtime.

Mr. Dolin stated that comp time is listed in the policy manual, but may need a more through discussion with Aunie Cordle.

Invitations

▪ **Fairfield County Farm Bureau 91st Annual Meeting, Sunday, August 19. Time: Reception @ 4:00 p.m./Dinner @ 4:30 p.m. Location: Liberty Center. Cost: \$15.00 per person.**

Commissioner Davis asked whether this is the breakfast that was attended last year.

Commissioner Shupe stated that the breakfast is another event.

The Commissioners stated that they would check on their availability to attend this event.

▪ **Leaders on the Lake, Thursday, September 13 at 11:00 a.m. Location: Buckeye Lake North Shore Boat Ramp.**

Commissioner Davis and Commissioner Shupe stated that they will attend this event.

▪ **Bremen Chamber Luncheon, Tuesday, July 24 at 12:00 noon. Location: Bremen Historical Society.**

Commissioner Kiger stated that he will be attending. Commissioner Shupe stated that she will be on vacation during this time.

▪ **Save the Date: Election House Road Celebration, Friday, August 3. Time: TBD. Location: Fairfield County Airport.**

The Commissioners stated that they would confirm their attendance after the time of the event has been set.

Informational

▪ **Memorandum received from Ohio Department of Youth Services, re: FY2013 Subsidy Grant Allocations**

▪ **Information received from Kristin Ankrom, re: Detailed Budget Information for Information & Referral of Fairfield County/2-1-1.**

The Commissioners decided that they would like time to review this new information and would like this item be placed on pending items to discuss further.

Review Session ended at 9:58 a.m.

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, July 17, 2012 beginning at 10:07 a.m., with the following Commissioners present: Steven Davis, Mike Kiger and Judith Shupe. Also present were Reed Bailey, Jeff Barron, Jason Dolin, Dave Levacy, Branden Meyer, and Jeremiah Upp.

Pledge of Allegiance

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

Announcements

Mr. Meyer announced that the Commissioners will be attending the Precinct Volunteer Recognition Event at the Liberty Center later in the afternoon.

Public Comment

There was no public comment.

Approval of entering into an agreement for an employee retirement [Fairfield County Commissioners]

On the motion of Mike Kiger and second of Mike Kiger, the Board of Commissioners voted on the approval of entering into an agreement for an employee retirement [Fairfield County Commissioners], see Resolution 2012-07.17.a.

Roll call vote of the motion resulted as follows:

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

Approval of change order with Quality Masonry Company, Inc.- Rebuild Stone Wall & Stone Steps at the Reese-Peters House [Fairfield County Commissioners]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of change order with Quality Masonry Company, Inc.- Rebuild Stone Wall & Stone Steps at the Reese-Peters House [Fairfield County Commissioners], see Resolution 2012-07.17.b.

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:

- | | |
|--------------|---|
| 2012-07.17.c | Approval of contract with McVoyt Construction Company, Inc. for the LIB-46, FAI-TR235-1.16 Poplar Creek Road over Poplar Creek Bridge Replacement Project [Fairfield County Engineer] |
| 2012-07.17.d | Approval of Notice of Commencement for the LIB-46, FAI-TR235-1.16 Poplar Creek Road over Poplar Creek Bridge Replacement Project [Fairfield County Engineer] |
| 2012-07.17.e | Approval of declaration of necessity of the Alspach Road (TR182) Drainage Improvement Project [Fairfield County Engineer] |
| 2012-07.17.f | Approval of declaration of necessity of the Sitterley Road (TR195) Rehabilitation Project [Fairfield County Engineer] |
| 2012-07.17.g | Approval of declaration of necessity of the Pickerington Road (CR20) Pipe Extension and Embankment 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:

- | | |
|--------------|---|
| 2012-07.17.h | Approval of purchase of service contract by and between Fairfield County Job & Family Services (FCJFS) and ETAT Enterprises, LLC [Fairfield County Job & Family Services] |
| 2012-07.17.i | Approval of purchase of service contract by and between Fairfield County Job & Family Services (FCJFS) and Daily Services, LLC, D.B.A. i-Force [Fairfield County Job & Family Services] |

2012-07.17.j Approval of purchase of service contract by and between Fairfield County Job & Family Services (FCJFS), Child Protective Services and Fairfield Information Services & Associates, LLC (FIS) dba American Court Services [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 Woodstream Section 5- 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 Woodstream Section 5- Final Acceptance [Fairfield County Regional Planning Commission], see Resolution 2012-07.17.k.

Roll call vote of the motion resulted as follows:

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

Approval to dispose of a vehicle to the Village of Canal Winchester [Fairfield County Sheriff]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval to dispose of a vehicle to the Village of Canal Winchester [Fairfield County Sheriff], see Resolution 2012-07.17.l.

Roll call vote of the motion resulted as follows:

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

Approval of contract, notice to proceed and notice of commencement- CDBG FY2010 Fairfield County, Walnut Creek Sewer District 2012 Lift Station Rehabilitation Project [Fairfield County Commissioners]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of contract, notice to proceed and notice of commencement- CDBG FY2010 Fairfield County, Walnut Creek Sewer District 2012 Lift Station Rehabilitation Project [Fairfield County Commissioners], see Resolution 2012-07.17.m.

Roll call vote of the motion resulted as follows:

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

Approval of request for payment and status of funds report- FY2010 HOME funds- DRAWDOWN for \$2,575 [Fairfield County Commissioners]

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of request for payment and status of funds report- FY2010 HOME funds- DRAWDOWN for \$2,575 [Fairfield County Commissioners], see Resolution 2012-07.17.n.

Roll call vote of the motion resulted as follows:

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

Approval of adoption of tax budget for Fiscal Year 2013 [Fairfield Commissioners]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of request for payment and status of funds report- FY2010 HOME funds- DRAWDOWN for \$2,575 [Fairfield County Commissioners], see Resolution 2012-07.17.o.

Roll call vote of the motion resulted as follows:

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

Approval of Financial Resolutions

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

2012-07.17.p	Approval to ratify previous authorization for payment of an invoice outside the normal budgetary process- Fairfield County Auditor [Fairfield County Auditor]
2012-07.17.q	Approval of a new Debt Service Fund for the FBDD Facility Building- BR FBDD Facility Building Fund [Fairfield County Auditor]
2012-07.17.r	Approval of payment of invoices without an appropriate carryover purchase order for the ADAMH Board [Fairfield County ADAMH Board]
2012-07.17.s	Approval to appropriate from unappropriated money fund 13268900 Adult Community Based Correction Fund [Fairfield County Adult Probation]
2012-07.17.t	Approval of BWC 2011 (pd in 2012) Early Payment Discount Invoice Fund to Fund [Fairfield County Auditor]
2012-07.17.u	Approval of amended certificate and appropriate from unappropriated fund 2443 GIS Fund [Fairfield County Auditor/GIS Department]
2012-07.17.v	Approval of account to account transfer- EMA 2091 Local Emergency Planning Committee Fund [Fairfield County EMA]
2012-07.17.w	Approval to appropriate from unappropriated funds, Motor Vehicle Fund 2024, the County Engineer [Fairfield County Engineer]
2012-07.17.x	Approval to appropriate from unappropriated funds, Motor Vehicle Fund 2024, the County Engineer [Fairfield County Engineer]
2012-07.17.y	Approval of payment of a voucher without an appropriate carryover purchase order for the Family, Adult & Children First Council Department #6000, Fund #7521 [Fairfield County Family, Adult & Children First Council]
2012-07.17.z	Approval of a memo expenditure and the issuance of an additional amended certificate related to the memo expenditures expected for the calendar year- Fairfield County Job & Family Services [Fairfield County Job & Family Services]
2012-07.17.aa	Approval of a memo expenditure- Fairfield County Job & Family Services [Fairfield County Job & Family Services]
2012-07.17.bb	Approval to appropriate from unappropriated for fund 7619- Federal Equitable [Fairfield County Major Crimes Unit]
2012-07.17.cc	Approval of account to account transfer- 61702600- Soil & Water [Fairfield County Soil & Water Conservation District]
2012-07.17.dd	Approval of fund to fund cash transfer from 5046 Water District Cash Fund to Water Debt Service for 2012 Interest & Principal Payments [Fairfield County Utilities]

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, July 17, 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, July 17, 2012 [Fairfield County Commissioners], see Resolution 2012-07.17.ee.

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.

Meeting with Jeanette Addington

The Commissioners met with Jeanette Addington to discuss budget projections. Commissioner Davis called the meeting to order at 10:23 a.m. with the following Commissioners present: Steven Davis, Mike Kiger and Judith Shupe. Also present were Reed Bailey, Aunie Cordle, Jason Dolin, Shane Farnsworth, Staci Knisley, Ed Laramee, Dave Levacy, Branden Meyer, and Jon Slater.

Ms. Addington stated that the revenue Year to Date (YTD) is currently at \$17.9 million, which is 54% of the projection.

Commissioner Shupe inquired why the court YTD cost fines seem low.

Ms. Addington stated that maybe something unique with the collections.

Ms. Addington stated that the expenditures YTD are \$18.219 million, which is 49% without encumbrances. She stated that this is good because some lines are at 100%. So, if those line items are removed the percentage would be around 45%

The estimated revenue is \$28.960 million from the County Auditor. She stated that she would like to keep the \$34.360 million. She stated that the difference between requests and current projection is \$2.617 million.

Commissioner Shupe asked what the final amount that was cut from the original budget requests last year was.

Ms. Addington stated she believed the amount was around \$1.8 million. She stated that the casino numbers are in the projection, but a low estimate is used.

Commissioner Davis asked what amount is used.

Ms. Addington stated that the amount is \$1.5 million.

Commissioner Davis asked for a copy of the five year projection that was presented during the last meeting with Ms. Addington.

Ms. Knisley went to obtain the report.

Mr. Laramee stated that the Auditor's office is comfortable with \$2.3 million for one full year of casino revenue.

Commissioner Davis agreed that caution is correct. He stated that he would think the openings of the casinos would be strong. He would not want to raise the \$1.6 million estimate.

Mr. Laramee stated that he feels comfortable with this number. He stated that the cities and townships did not benefit from casinos. The county's percentage may be limited to help benefit the townships and cities; not eliminate but change the ratio.

Mr. Slater stated that the investment earnings in the budget projection may be high and suggested that Mr. Kuhn be spoken with regarding this.

Commissioner Davis stated that there will be a line at the door to try to receive some of the casino money. The casino revenue stream and suggested that part of it be dedicated to a capital improvement fund.

Mr. Laramée stated that the casino revenue structure was set by statute, the Local Government Fund is not.

Ms. Addington stated that the Sheriff's increase was significant.

Ms. Addington requested that everyone let her know if she can provide any additional information.

The meeting concluded at 10:58 a.m.

Meeting with Aunie Cordle

The Commissioners met with Aunie Cordle to discuss miscellaneous human resources issues. Commissioner Davis called the meeting to order at 10:59 a.m. with the following Commissioners present: Steven Davis, Mike Kiger and Judith Shupe. Also present were Reed Bailey, Shane Farnsworth, Staci Knisley, Ed Laramée, Dave Levacy, Branden Meyer, and Jon Slater.

Ms. Cordle stated that there is an update on the insurance cooperative. She stated that Fairfield County is doing well compared to the trend. She stated that the increase 5.2% and the trend is 10%, which is best out of the cooperative. She stated that the cooperative is looking into growing and Franklin County is looking into this.

Commissioner Davis stated that 6% was used as the growth number.

Ms. Cordle stated that she hesitates to say yes, but it is an indicator.

Commissioner Davis asked what was used as guidance for next year.

Ms. Cordle stated that 6% was the estimate.

Ms. Cordle stated that some Requests for Proposals (RFPs) were sent out. The first was for a new wellness vendor who would be available to every member of cooperative and the second was for an online enrollment vendor.

Commissioner Davis asked questions about the first RFP.

Ms. Cordle stated that this will create a program with 4 major areas to change behavior. She stated that the third RFP dealt with voluntary benefits, disability both long term and short term. She stated that discussion regarding the effective date of insurance coverage for new hires has been a topic of discussion. She stated that Franklin County's policy is the first full month following 30 days after hire, which allows the "pieces and parts" to be in sync.

Commissioner Davis asked with current policy, if a person is hired today, when they get insurance.

Ms. Cordle stated that the effective date of coverage would be August 1.

Commissioner Davis asked about the new policy, when the insurance coverage would start.

Ms. Cordle stated that the effective date of coverage would be September 1.

Ms. Cordle stated that the Parks is getting a significantly better insurance rate because they are covered under the county's policy.

Ms. Cordle thanked the Commissioners for sponsoring the John Glenn School Seminar last week. She stated that it was well attended and the feedback from the attendees was favorable towards the presenter.

Ms. Cordle stated that the safety committee would like to do fire extinguisher training to refill the extinguishers.

Ms. Cordle stated that the estimate from 2010-2013 was \$607,627 and the estimate for 2013 is \$419,243. She stated that the county received a refund this year in the amount of \$86,000. She stated that the charge was based on claims. She stated that the Sheriff's office was a large portion of the claims.

The meeting concluded at 11:33 a.m.

Review Session (continued)

The Board of Commissioners met at 11:33 a.m. to continue review session. Commissioners present were Steven Davis, Mike Kiger and Judith Shupe. Also present were Jeff Barron, Randy Carter, Aunie Cordle, Jason Dolin, Staci Knisley, Ed Laramée, Dave Levacy, Branden Meyer, Dennis Schwallie, Jon Slater and Tony Vogel.

Items that Need New Action/Attention- Requests and Review (continued)

▪ Employee Overtime

Commissioner Davis stated that Jon Kochis worked 124 hours during the week of the bad storm pay period. He stated that there does not seem to be a formal policy to deal with this.

Ms. Cordle stated that overtime exempt positions do not accrue comp time.

Commissioner Davis stated that this item will be discussed during next week's Review Session and suggested that Mr. Kochis attend.

▪ Weapon Disposal of Asset

Commissioner Kiger stated that Judge Martin would like for John Baus from Adult Probation to be able to be given his weapon since he just retired.

Commissioner Davis asked Mr. Dolin whether he sees any issues with this.

Mr. Dolin stated no. He stated that this would be handled similar to the Sheriff's deputies when they retire. He stated that a resolution disposing of the asset would need to be approved by the Commissioners.

Review Session ended at 11:47 a.m.

Executive Session

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted to enter into Executive Session at 11:47 a.m. for the purpose of discussing personnel. Commissioners present were Steven Davis, Mike Kiger and Judith Shupe. Also present were Aunie Cordle, Jason Dolin and Branden Meyer.

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 Judith Shupe, the Board of Commissioners voted to adjourn from Executive Session at 12:00 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 12:03 a.m.

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

The next regular meeting of the Board of Commissioners is scheduled for Tuesday, July 24, 2012 at 10:00 a.m.

Motion by: Judith Shupe	Seconded by: Mike Kiger
-------------------------	-------------------------

that the minutes were approved by the following vote:

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

ABSTENTIONS: None

*Approved on July 31, 2012.

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

Branden C. Meyer, Clerk