

**Regular Meeting #39-2012  
Fairfield County Commissioners' Office  
August 23, 2012**

**Bus Tour of County Parks**

The Commissioners hosted a bus tour led by David Fey, Director of the Historical Parks Commission of some of the county's parks and covered bridges. The bus tour departed from the Courthouse at 8:00 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Susie Bloom, Aunie Cordle, Shane Farnsworth, David Fey, Jane Hanley, Linda Kauffman, Jon Kochis, Brian Kuhn, Ed Laramée, Dave Levacy, Holly Mattei, Lisa McKenzie, Kelly Messerly, Branden Meyer, Lisa Notestone, Perry Orndorff, and Tony Vogel.

The bus tour concluded at 10:20 a.m.

**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 10:26 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Susie Bloom (Director, Board of Elections), Carri Brown (Job & Family Services), Carl Burnett (Lancaster Eagle Gazette), Randy Carter (Director, Data Processing), Aunie Cordle (Director, Human Resources), Shane Farnsworth (Director, Economic Development), David Fey (Director, Historical Parks Commission), Jane Hanley (Deputy Director, Board of Elections), Cindy Hillberry (Board of Developmental Disabilities), Jon Kochis (Director, EMA), Brian Kuhn (County Treasurer), Ed Laramée (Chief Deputy Auditor), Dave Levacy, Lori Lovas (Domestic Relations Court), Gregg Marx (County Prosecutor), Holly Mattei (Regional Planning Commission), Kelly Messerly (Historical Parks Commission), Branden Meyer (County Clerk/Manager), David Miller (Finance Administrator, Auditor's Office), Mike Miller (Dog Warden), Lisa Notestone (Auditor's Office), Perry Orndorff (Director, Soil and Water Conservation District), Jerry Perrigo (Sheriff's Office), Dave Phalen (County Sheriff), Jon Slater (County Auditor), Deborah Smalley (Clerk of Courts), Jeremiah Upp (County Engineer), and Nina West (Dog Shelter).

▪ **Welcome**

Commissioner Davis welcomed everyone and thanked Mr. Fey for hosting everyone on the morning's bus tour.

▪ **Sheriff's Office Update**

Sheriff Phalen stated that the SCI Jail Annex has 92 beds. The current inmate population at the annex is 80 inmates. He stated that the inmates at this location are low risk less serious offenders. He stated that by opening this annex the county is saving approximately \$5,000 per day.

Commissioner Davis stated that the projection of \$1.4 million for out of county inmate housing for 2012 was slightly high; the actual number was closer to \$1.2 million. He stated that as of the third week in July, the dollar amount was around \$200,000 less in out of county inmate housing than it was at the same time last year.

Sheriff Phalen stated that there will be around 300-320 inmates at one time in the county's jail facilities. He stated that last year the number was around 250 inmates. He stated that without opening the jail annex this year's out of county prisoner expense would be about \$2 million.

▪ **Local Government Innovation Fund (LGIF) Grant Update**

Carri Brown stated that the grant agreement between the county and the Ohio Department of Development (ODOD) and there seems to be no barriers with it. She stated that Fairfield County was one of 7 counties to be awarded one of these grants. She stated that this grant will be used to fund a feasibility study, which will later be used with a loan application. She explained that the core group has been comprised of herself, Randy Carter, David Miller, Mark Conrad and Branden Meyer. She stated that each office and department needs to have a point of contact who the consultant will be contacting each office. She stated that the questions will be how to identify the business processes, compliance, how offices would want to do things differently. She stated that the next steps will eventually lead to less paper, less need for storage and increased interaction. She suggested that a kickoff be held when this feasibility study gets under way. She stated that 3SG is the consultant that the county will be using. She stated that an RFP and invitation to bid will be sent out to compete for the actual work.

Commissioner Shupe asked when the completion deadline is.

Ms. Brown stated that the grant agreement states that the project be completed by July 2014. She stated that the county's goal is March 2013.

Ms. Smalley asked how soon the meetings and interviews with the consultant will start.

Ms. Brown stated that she will have a better idea in mid-September when the agreement is sent from ODOD. She stated that she would like to have the committee continue to meet to keep the conversations on-going.

▪ **Roundtable Discussion/Comments**

Carri Brown- he thanked Mr. Fey for hosting the bus tour.

Commissioner Kiger- No report given.

Phil Johnson- No report given.

Deborah Smalley- She stated that she is looking forward to the expansion of the Pickerington Title Office. She stated that the business in the Pickerington Title Office has increased 59%. She stated that her office processes 500-700 titles per day. She stated that her office is paying for the additional space. She stated that the civil court filings have also increased.

Jeremiah Upp- He stated that the Engineer's office is completing the 3<sup>rd</sup> round of moving and will have 4 rounds of moving completed by the end of the season. He stated that Refugee Road paving projects are being completed. He stated that the construction season is winding down.

Jane Hanley- She passed around a myvoteohio.com poster explaining that individuals can update their voter registration information online. She stated that this will cut down on provisional ballots, which will cut down on staff overtime.

Aunie Cordle- She stated that she sent out an electronic survey asking for feedback about the services that the HR office provides to the county. She stated that a fire extinguisher training class will be upcoming. She stated that the BWC claims are down this year. She suggested that Jay Shepherd be notified if any workplace injuries occur. She mentioned that an OPERS conference will be taking place next Wednesday 10:00 a.m.-noon at the Liberty Center.

Susie Bloom- She thanked the Commissioners for purchasing the Ballot on Demand printer for the Board of Elections. She stated that this equipment will pay for itself in less than a year and cut down on waste and cost. She stated that she is blessed to have such a great staff.

Holly Mattei- She stated that a \$300,000 grant was received for the Neighborhood Revitalization Grant through the CDBG program. She stated that of 19 applications 7 were funded.

Brian Kuhn- He stated that the Treasurer's office has finished the second half collection, which was around \$75 million. He stated that he is working on having direct withdraw for escrow payments. He stated that Ann Hammond from his office and Jim Edwards from the Prosecutor's office have been working on collecting past due collections. They have collected in excess of \$1 million.

Gregg Marx expressed his thanks to the Commissioners for extending the SCRAP unit through the end of the year. He stated that he has been reviewing applications for hiring a replacement for Paul Morehart. He stated that he has received a few grants which is using to fund some new staff positions including Zoe Lambertson a recent Ohio State graduate. He stated that he has opened a satellite office at the Violet Township trustees' office.

Ed Laramée- No report given.

Jon Slater- He stated that his office is 1/3 completed with the property reappraisals. He stated that the imagery is completed and the second part is the data review. He stated that the county audit has been completed and the County's Annual Financial Report (CAFR) has been published.

Randy Carter- No report given.

Carri Brown- She stated that a career fair is being held at OU-L on September 27 at 10:00 a.m.-1:00 p.m.

David Miller- No report given.

Branden Meyer- He stated that the Budget Retreat has been scheduled for October 4 at Alley Park.

Commissioner Shupe- She stated that anyone who had suggestions for the Budget Retreat to please send them to Mr. Meyer.

Mike Miller- He expressed his thanks to the Commissioners for their support. He stated that he will be receiving a \$2,000 grant for spaying and neutering in October.

Commissioner Davis thanked Mr. Miller and Ms. West for their work.

Cindy Hillberry- She stated that BDD is working on their transition to the new space in Pickerington.

Lisa Notestone- She thanked everyone for their cooperation with the county audit. She stated that this was one of the best audit's the county has every received. She stated that it was officially released by the Ohio Auditor of State on August 14.

Lori Lovas- No report given.

Kelly Messerly- She introduced herself as the Communications and Finance Coordinator for the Historical Parks Commission.

Dave Levacy- He thanked the elected officials and departments for the cooperation that he witnesses between the departments.

David Fey- He stated that he "feels a lot of love in the room." He stated that there will be a celebration on September 8 and 9 12:00 noon-5:00 p.m. at Rockmill for the installation of the new wheel. He thanked the Commissioners for their support of the Park's Levy. He stated that he appreciated having the opportunity to lead the morning's

bus tour and was only able to show 1/3 of what the county has to offer. He stated that the parks can be a huge boom the county's economy. He stated that he is privileged to have Kelly working with him. He also stated that has a trained landscape architect who is also working with him. He stated that the county needs to "take care of its culture now, so it will be here for the future."

Perry Orndorff- He stated that the annual conservation meeting will be held on September 6 a 5:30 p.m. at Alley Park.

Shane Farnsworth- He stated that Economic Development office has been working on implementing the Fairfield Growing Plan. He stated that new businesses have been starting. He stated that he has been connecting new businesses with financing opportunities. He stated that the parks diversify the economic development of the county. He stated that his office has been working with BDD to connect individuals to job opportunities within the county.

Commissioner Davis stated that he appreciates receiving the unemployment updates. He stated that the county's unemployment statistic is down again.

Jon Kochis- stated that a briefing will be held on September 6 regarding the after storm damage. He stated that tony Vogel's crew helped a lot by moving ice and water over that weekend. He stated that LPT and BDD provided their buses to relocate the Red Cross Shelter.

Carl Burnett- He said thank you and stated that he was observing the meeting hoping to get a good news story.

The meeting concluded at 11:05 a.m.

### **Commissioners' Regular Meeting**

A regular meeting of the Fairfield County Board of Commissioners was held on Thursday, August 23, 2012 beginning at 11:13 a.m., with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Reed Bailey, Carl Burnett, Ed Laramée, Dave Levacy, Gregg Marx, Branden Meyer, and Bill Miller.

### **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 the Minutes from the Regular Meeting for Tuesday, August 7, 2012 and the Minutes from the Regular Meeting for Tuesday, August 14, 2012.**

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of the minutes from the Regular Meeting for Tuesday, August 7, 2012 and the minutes from the Regular Meeting for Tuesday, August 14, 2012.

Roll call vote of the motion resulted as follows:

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

**Approval of a Fifth Extension and Amendment of a Lease Agreement for Office Space between the Fairfield County Board of Commissioners and Pickerington Run Shopping Center [Fairfield County Commissioners]**

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of a Fifth Extension and Amendment of a Lease Agreement for Office Space between the Fairfield County Board of Commissioners and Pickerington Run Shopping Center [Fairfield County Commissioners], see Resolution 2012-08.23.a.

Roll call vote of the motion resulted as follows:

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

**Approval of a Memorandum of Understanding (“MOU”) between the Fairfield County Board of Commissioners and the Fairfield County Clerk of Common Pleas Court [Fairfield County Commissioners]**

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of a Memorandum of Understanding (“MOU”) between the Fairfield County Board of Commissioners and the Fairfield County Clerk of Common Pleas Court [Fairfield County Commissioners], see Resolution 2012-08.23.b.

Roll call vote of the motion resulted as follows:

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

**Approval of the appointment of Rev. Robert V. McDowell to the Fairfield County Alcohol, Drug Addiction and Mental Health (ADAMH) Board [Fairfield County Commissioners]**

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of the appointment of Rev. Robert V. McDowell to the Fairfield County Alcohol, Drug Addiction and Mental Health (ADAMH) Board [Fairfield County Commissioners], see Resolution 2012-08.23.c.

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:

2012-08.23.d                      Approval of a resolution to approve the 2013 CFLP Fairfield Department of Health Solid Waste Enforcement Grant Application [Fairfield County Health Department]

2012-08.23.e                      Approval of a resolution to approve the 2013 CFLP Sheriff’s Office Department Litter Law Enforcement Grant Application [Fairfield County Sheriff’s Office]

Roll call vote of the motion resulted as follows:

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

**Approval of amended certificate, update revenue accounts, Grant Fund #3011 and appropriate from unappropriated into a major object expense category & Grant match transfer from the General Fund- FY2012 Federal Aviation Administration (FAA) Grant- Fairfield County Airport [Fairfield County Commissioners/Airport]**

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of amended certificate, update revenue accounts, Grant Fund #3011 and appropriate from unappropriated into a major object expense category & Grant match transfer from the General Fund- FY2012 Federal Aviation Administration (FAA) Grant- Fairfield County Airport [Fairfield County Commissioners/Airport], see Resolution 2012-08.23.f.

Roll call vote of the motion resulted as follows:

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

**Approval of Account to Account Transfer of Appropriations- Domestic Relations Court (1001- General Fund) [Fairfield County Domestic Relations Court]**

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of Account to Account Transfer of Appropriations- Domestic Relations Court (1001- General Fund) [Fairfield County Domestic Relations Court], see Resolution 2012-08.23.g.

Roll call vote of the motion resulted as follows:

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

**Approval of an LPA Federal Project Agreement with ODOT for the Julian Project Road (CR71) at Strickler Road (TR137) Intersection Improvement Project [Fairfield County Engineer]**

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of an LPA Federal Project Agreement with ODOT for the Julian Project Road (CR71) at Strickler Road (TR137) Intersection Improvement Project [Fairfield County Engineer], see Resolution 2012-08.23.h.

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:

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| 2012-08.23.i | Approval of account to account transfer- EMA 2091 Local Emergency Planning Committee Fund [Fairfield County EMA]                              |
| 2012-08.23.j | Approval to appropriate from unappropriated for Department 1230 EMA- 2090 and 2093 EMA Funds [Fairfield County EMA]                           |
| 2012-08.23.k | Approval of account to account transfer- Major Object Expenditure Category (Fund #1001 Probate General Fund) [Fairfield County Probate Court] |

Roll call vote of the motion resulted as follows:

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

The Regular Meeting ended at 11:20 a.m.

## **Adjournment**

With no more business to discuss, on the motion of Mike Kiger and a second of Judith Shupe, the Board of Commissioners voted to adjourn at 11:20 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, August 28, 2012 at 10:00 a.m.

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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 September 4, 2012.

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Steven A. Davis  
Commissioner

Mike Kiger  
Commissioner

Judith K. Shupe  
Commissioner

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Branden C. Meyer, Clerk