

**Regular Meeting #41-2012
Fairfield County Commissioners' Office
September 4, 2012**

Review Session

The Commissioners met to review legal issues, pending and future action items and correspondence. Commissioner Davis called the meeting to order at 9:01 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Reed Bailey, Jeff Barron, Jason Dolin, Mary Beth Lane, Dave Levacy, Branden Meyer, and Tony Vogel.

Legal Questions Under Review and Prosecutor's Pending Items

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

Mr. Dolin stated that this is still under review.

▪ **Sale of Airport Land**

Commissioner Davis stated that he has a meeting set with Dave Scheffler later in the afternoon regarding the compensation for county owned property for easements from the pipeline company. He stated that the money should be dedicated to airport operations. He stated that if this money can be used for airport operations, then this would allow the funds typically allocated to the airport could be used for other purposes.

Commissioner Shupe asked how much.

Commissioner Davis stated that the amount looks like it will be 4,000 lineal feet around \$300,000.

Commissioner Shupe asked whether this would be a one-time payment.

Commissioner Davis stated yes.

Commissioner Kiger asked whether they need to bore deeper under the runway than under the road.

Commissioner Davis stated that typically 3 feet is the depth under the road and greater than 5 feet for under the runway.

Pending Items

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

Commissioner Davis stated that he had left a voicemail for Dave Fey.

Mr. Meyer stated that he sent Mr. Fey the options that the Commissioners discussed at last week's meeting. Mr. Fey had indicated that he wanted to discuss them with his board.

▪ **Vacancies on ADAMH Board**

This item remains pending.

▪ **Vacancy on the Fairfield Metropolitan Housing Authority Board**

Commissioner Davis stated that he had spoken with Linda Sheridan who requested a meeting with him. He stated that he also met with Holly Mattei who stated that her office works with the director of the Fairfield Metropolitan Housing Authority rather than the board members so she felt that replacing a board member would not disrupt the work.

Commissioner Shupe asked whether Ms. Lane and Mr. Barron could mention the vacancies in their newspapers.

Mr. Meyer stated that he would send the information to them.

Items that Need New Action/Attention- Requests and Review

▪ No new items.

Invitations

- **Susan G. Komen Bowl for the Cure- Saturday, October 14 at 10:00 a.m.**

Commissioner Davis stated that he would like to attend. He noticed that the date on the invitation said Saturday, October 14; October 14 is a Sunday. He asked Mr. Meyer to find out whether the event is on Saturday, October 13 or Sunday, October 14.

- **Taste of Fairfield County Agriculture- Thursday, September 13 at 5:00 p.m.-7:00 p.m. Location: Ag Center.**

Commissioner Kiger stated that he will attend.

Commissioner Shupe stated that she plans to attend.

Commissioner Davis stated that he will check his calendar for this date.

Informational

- **Letter received from Township Trustees Association, re: Casino Revenue**

Commissioner Davis stated that the letter states the Commissioners are not authorized to share the casino revenue, but would like the Commissioners to share the sales tax revenue. He stated that the undivided local government fund remains, but there is a concern that it may not remain. He stated that actual versus projected casino revenue is still unknown, but there is a better understanding now than before.

Commissioner Shupe stated that the quarterly meeting of the trustees will be held on September 15. She stated that she will be unable to attend.

Commissioner Kiger stated that he has another commitment that evening.

Commissioner Davis stated that he will attend the meeting. He stated that he would like to be respectful of the request. He acknowledged that the townships are also struggling and would like to be open to gathering information.

Commissioner Shupe agreed and stated that it will be helpful for the townships to be patient in order for the Commissioners to gather information.

Commissioner Davis stated that he will attend the meeting to answer questions that anyone has.

Commissioner Shupe agreed.

Commissioner Kiger agreed.

- **Letter received from Ohio Department of Rehabilitation and Correction, re: 2012 Annual Jail Inspection- Main Jail**

- **Letter received from Ohio Department of Rehabilitation and Correction, re: 2012 Annual Jail Inspection- MSJ**

Commissioner Davis asked Mr. Meyer to find out whether there is a third inspection report for the jail annex.

- **Thank You letter received from The Ohio National Guard Association**

Mr. Meyer stated that several members of the Ohio National Guard and the association had sent letters to the Commissioners a few months ago regarding the Air Force decision to remove a number of KC-135 aircraft from Rickenbacker. He stated that the Commissioners' letter expressed concern and stated that they would discuss the issue with the federal representatives.

- **Letter received from Ohio Department of Job & Family Services, re: Fairfield County A-133 Audit**

Miscellaneous Discussion

- **Budget Retreat**

Commissioner Shupe stated that a goal and outcome of the budget retreat needs to be decided.

Mr. Meyer stated that he has discussed a few ideas with Carri Brown.

Commissioner Davis stated that the township trustees' request could be discussed, casino revenue. He suggested that the Commissioners lead this discussion.

He suggested that this money be placed into a capital improvement fund for use of the down payment of a new public safety facility.

Mr. Meyer asked whether the Commissioners would like someone from the CCAO to come talk.

Commissioner Davis suggested that during the MAPSYS discussion it would be important to state how many resolutions have been dispensed with because the line items are being rounded up.

Commissioner Shupe suggested that any MUNIS discussion may also be helpful.

Commissioner Kiger suggested that the Sheriff discuss the SCRAP Unit.

Commissioner Davis stated that Eric Brown could also discuss this.

Commissioner Shupe asked how the Prosecutor's office is handling additional cases.

Mr. Dolin stated that the Prosecutor's office has been very busy.

Commissioner Davis stated that he would like to hear Jeanette Addington's discussion focused on the facts, just the numbers.

Commissioner Kiger agreed and suggested 15 or 20 minutes.

Commissioner Shupe agreed, just an overview of the entire picture.

▪ **Clearcreek Township Mausoleum**

Mr. Vogel stated that he went to look at the building. He stated that the roof needs repair. The roof is leaking down the sandstone wall. He stated that the \$31,000 estimate looks to be a good estimate.

Commissioner Shupe stated that the project will not qualify for a CDBG project.

Mr. Vogel stated that there is a main roof, with two flat roofs on the sides.

Commissioner Shupe asked about the main roof.

Mr. Vogel stated that the main roof looks to be in good condition. He stated that Barb Gobel has been trying to get donations from families who have family members buried in the mausoleum. He stated that there are 66 open vaults.

Commissioner Davis suggested that Carri Brown be asked to see if she may know about any grants that would be available for this.

▪ **Utilities Building**

Commissioner Shupe inquired about the new Utilities Building.

Mr. Vogel stated that the building will be completed by the end of September.

Commissioner Shupe asked whether she could go visit the building on Friday.

Mr. Vogel stated yes.

▪ **DACO Wall Repair**

He stated that the DACO wall will be completed later in the week.

▪ **County Parking Lot**

Mr. Vogel stated that he talked to Jackie Long who indicated the City would like to have all of the parking spaces.

Commissioner Davis stated that he would like to get involved with this and discuss this issue with Mayor Smith.

Commissioner Kiger stated that he spoke with Mayor Smith regarding this and he stated that the City would like to see the drive thru remain open and wants to "work with the county."

Commissioner Davis asked whether he could discuss this with Mayor Smith.

Commissioner Shupe agreed.

Commissioner Kiger agreed.

Review Session concluded at 9:42 a.m. The Commissioners went into Recess.

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, September 4, 2012 beginning at 10:01 a.m., with the following Commissioners present: Steven Davis, Mike Kiger and Judith Shupe. Also present were Reed Bailey, Carl Burnett, Aunie Cordle, Jason Dolin, Dave Levacy, Holly Mattei, Branden Meyer, Bill Miller, Donna Fox-Moore, and Michael Orlando.

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 Minutes from the Regular Meeting for Tuesday, August 21, 2012 and Approval of Minutes from the Regular Meeting for Thursday, August 23, 2012 and Approval of Minutes from the Regular Meeting for Tuesday, August 28, 2012

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of minutes from the Regular Meeting for Tuesday, August 21, 2012, the approval of minutes from the Regular Meeting for Thursday, August 23, 2012, and the approval of minutes from the Regular Meeting for Tuesday, August 28, 2012.

Roll call vote of the motion resulted as follows:

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

Approval to ratify previous authorization to approve the FY2012 Federal Aviation Administration (FAA) Grant Agreement- 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 to ratify previous authorization to approve the FY2012 Federal Aviation Administration (FAA) Grant Agreement- Fairfield County Airport [Fairfield County Commissioners/Airport], see Resolution 2012-09.04.a.

Ms. Fox-Moore stated that the key individuals from the townships will be assembled and are eager to get started with this.

Roll call vote of the motion resulted as follows:

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

Approval of delinquent sewer rentals [Fairfield County Commissioners]

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of delinquent sewer rentals [Fairfield County Commissioners], see Resolution 2012-09.04.b.

Roll call vote of the motion resulted as follows:

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

Approval of purchasing a 2013 Chevrolet Silverado 3500HD 2WD Crew Cab Work Truck with 16.7” wheelbase [Fairfield County Engineer]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of purchasing a 2013 Chevrolet Silverado 3500HD 2WD Crew Cab Work Truck with 16.7” wheelbase [Fairfield County Engineer], see Resolution 2012-09.04.c.

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 Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of the following Job & Family Services Resolutions:

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| 2012-09.04.d | Approval of a service agreement by and between Fairfield County Job & Family Services, Child Protective Services, Child Protective Services Division and Specialized Alternatives for Families and Youth of Ohio, Inc. [Fairfield County Job & Family Services] |
| 2012-09.04.e | Approval of a service agreement by and between Fairfield County Job & Family Services, Child Protective Services Division and National Youth Advocate Program [Fairfield County Job & Family Services] |

Approval of Financial Resolutions

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

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| 2012-09.04.f | Approval to rescind Resolution 2012-08.28.i, Approval of the fund to fund transfer (Insurance 7671) to (General 1001) [Fairfield County Auditor] |
| 2012-09.04.g | Approval to ratify previous authorization of one (1) financial resolution, approval to amend the certificate, update the receipts & request for appropriations for Greenfield Township Fund #7704- Fairfield County Utilities [Fairfield County Utilities] |
| 2012-09.04.h | Approval to amend the certificate, increase revenue and increase appropriations- Fund #2394 CFLP Litter Enforcement Grant [Fairfield County Commissioners] |
| 2012-09.04.i | Approval of payment of invoices without an appropriate carryover purchase order for the ADAMH Board [Fairfield County ADAMH Board] |
| 2012-09.04.j | Approval of account to account transfer of appropriations- Major Object Expenditure Category (2024- Motor Vehicle) [Fairfield County Engineer] |
| 2012-09.04.k | Approval of advance from the General Fund to the EMA Citizen Corps Fund- Fund 2724 [Fairfield County EMA] |
| 2012-09.04.l | Approval of memo expenditure- Fairfield County Job & Family Services- Protective Service Levy Fund [Fairfield County Job & Family Services] |
| 2012-09.04.m | Approval of memo expenditure- Fairfield County Job & Family 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 Authorization for Payment of Bills, September 4, 2012 [Fairfield County Commissioners]

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of Authorization for Payment of Bills, September 4, 2012 [Fairfield County Commissioners], see Resolution 2012-09.04.n.

Roll call vote of the motion resulted as follows:

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

Approval to amend the agreement for housing inspection assistance for the Fairfield County Fiscal Year 2008 Neighborhood Stabilization Program 1 (NSP) funded by the Ohio Department of Development, Office of Community Development (ODOD/OCD) [Fairfield County Community Action]

On the motion to table of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the tabling of the Approval to amend the agreement for housing inspection assistance for the Fairfield County Fiscal Year 2008 Neighborhood Stabilization Program 1 (NSP) funded by the Ohio Department of Development, Office of Community Development (ODOD/OCD) [Fairfield County Community Action], see Resolution 2012-09.04.o.

Roll call vote of the motion resulted as follows:

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

*This resolution was tabled.

The Regular Meeting ended at 10:07 a.m.

Meeting with David Uhl

The Commissioners met with Dr. David Uhl to discuss the Special Improvement District (SID). Commissioner Davis called the meeting to order at 10:13 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Reed Bailey, Jeff Barron, Aunie Cordle, Jason Dolin, Mary Beth Lane, Ed Laramée, Dave Levacy, Branden Meyer, Jon Slater, David Uhl, and Tony Vogel.

Dr. Uhl stated that the time for the renewal of the SID is now. He stated that he was requesting support because the petition will be coming out in October. He stated that page one is the most important part, which tells the amount that will be paid per year over the five years. He stated that the parcels are listed including the DACO Center and the JFS Building. He stated that the amount was previously \$13.70 per lineal foot, the amount for this renewal is \$10.50 per lineal foot. He stated that this causes a budget gap, which could cause a reduction in services. He stated that they will find another way to make up for this lost money by not passing the cost on to the property owners. He stated that garbage disposal/removal, beautification services will remain for 2014-2018.

Commissioner Shupe asked why this renewal is being discussed now instead of next year.

Dr. Uhl stated that the City Council is a 6-8 month process due to 3 required readings.

Commissioner Shupe asked how far along Dr. Uhl was with talking to property owners.

Dr. Uhl stated that he has met with several property owners and only one has expressed that they would not be supportive. He stated that the assessment is a reduction.

Commissioner Shupe inquired about the lighting of the trees.

Dr. Uhl stated that this was done prior to his taking on his position and he stated that there are no plans to light the trees, but will be lighting the square. He stated that the SID dollars flow to Destination Downtown Lancaster operations.

Commissioner Davis asked what fiscal year the SID operates within.

Dr. Uhl stated that they operate in a calendar year.

Commissioner Davis asked if there is a carryover.

Dr. Uhl stated that the shortfall is \$14,000-\$15,000. The end of the term at 2013 every SID dollar will be invested back into the downtown and they will have to find additional dollars.

Mr. Slater stated that the SID Board is concerned with this shortfall that they will need to find. He stated that they will plan on using carryover funds to help.

Commissioner Shupe asked about plans at Center Alley.

Dr. Uhl stated that 3 planters were donated by Billy Smith and Sherman Rotary and two benches were donated by the County Commissioners. He stated that this project is complete and they will be turning their attention to another alley.

Commissioner Kiger asked about snow and ice removal at the JFS building.

Dr. Uhl stated that they handle removal on the Main Street side only along with weed and litter removal. He stated that they had a landscape service and then hired an individual, John Kraner to do this who has retired. He stated that Jay Beck is now taking care of this and is doing a great job.

Commissioner Kiger asked whether the SID takes care of the sidewalk along High Street next to the Fairfield County Foundation building.

Dr. Uhl stated the SID is not responsible for this.

Commissioner Kiger inquired about the concern regarding parking along Main Street.

Dr. Uhl stated that this was a concern of Destination Downtown Lancaster not the SID. He stated that he was asking for approval by the Commissioners.

Mr. Meyer stated that he will check to see how the Commissioners approved it the last time, whether it was approved by resolution or whether a letter of support was written.

Dr. Uhl stated that there will be a two week deadline.

Mr. Slater stated that last time there was a petition process by where property owners signed a petition of support.

Dr. Uhl thanked the Commissioners for the meeting.

Commissioner Davis thanked Dr. Uhl for coming.

The meeting concluded at 10:32 a.m.

Meeting with Holly Mattei, Kellie Ailes, Donna Fox-Moore, and Janet Schmelzer

The Commissioners met with Holly Mattei from the Fairfield County Regional Planning Commission (RPC) and Kellie Ailes, Donna Fox-Moore, and Janet Schmelzer from Lancaster-Fairfield Community Action Agency to discuss the Rutherford House project. Commissioner Davis called the meeting to order at 10:34 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present

were Kellie Ailes, Reed Bailey, Aunie Cordle, Jason Dolin, Staci Knisley, Donna Fox-Moore, Ed Laramie, Dave Levacy, Holly Mattei, Branden Meyer, Janet Schmelzer, and Tony Vogel.

Ms. Fox-Moore stated that the resolution tabled during the morning's meeting is related to this project. She stated that this is a follow up from the January meeting. She stated that they have obtained all funding sources for the project. She stated that they plan to use NSP1 funds for the Rutherford House project. She stated that they need to first have an agreement signed and second have the oversight set up. She stated that RPC would be the best organization to have oversight over the program. She stated that she has all evidence and supporting documentation put together in one binder for reference if it is needed. She stated that she has a draft of the resolution.

Program monitors from the Ohio Department of Development have come to take a look at the project. She stated that they have a contingency plan for unforeseen circumstances. She stated that funding has come from the following place: Ohio Housing Finance Agency (OHFA)- \$1.1 million; Federal Home Loan- \$800,000; City of Lancaster CDBG Program- \$42,500; Fairfield County Foundation- \$25,000; AEP- \$17,000; Finance Fund of Ohio- \$20,000; and Community Action has waived the developer fees and has taken out a permanent mortgage of \$200,000 on the project.

Commissioner Shupe asked how many units this project has.

Ms. Fox-Moore stated that the project will have 16 units. She stated that the purpose is to help the families get stable and then move out to be on their own.

Ms. Ailes stated that they will have a case management plan for each family. She stated that families must be interested in the plan for it to work and to have success.

Ms. Fox-Moore stated that Community Action has Memoranda of Understandings with ADAMH Board, Health Department for services that are not available on the campus.

Commissioner Shupe asked about the completion of the project.

Ms. Fox-Moore stated that the completion of the structure must be done before the grant.

Commissioner Shupe inquired about the funding.

Ms. Ailes stated that due to the age of the building, the builder was concerned with staying within the budget. She stated that many historical features of the building are gone. She stated that they have been working on filling the gap and also trying to not take on new debt.

Ms. Fox-Moore stated that the project has gone through all of the testing and is not in the "Historical Review Process."

Commissioner Shupe asked if this building is listed on the National Register of Historical Places.

Ms. Ailes stated that the entire campus is on the National Register of Historical Places. She stated that the steps and elevator have to meet ADA codes and will have to have modifications done to them.

Commissioner Davis asked whether the legislation pending by the Commissioners.

Ms. Mattei stated currently the RPC only completed inspections for Neighborhood Stabilization Program (NSP). She stated that RPC will be the administrator for this project.

Commissioner Davis inquired about the second agreement that is needed.

Ms. Fox-Moore stated that the agreement is to develop the white house into permanent supportive housing.

Commissioner Davis asked whether the Commissioners are the grantee, to develop this.

Ms. Ailes stated that the original NSP agreement between Community Action and the County Commissioners did not include this project

Commissioner Davis clarified that RCP would be administering this project. He asked whether the pending resolution could be passed during the September 11 meeting.

Mr. Dolin inquired about the developer agreement.

Commissioner Davis stated that the developer agreement should be approved first.

Mr. Dolin stated that they try to review the agreement prior to next week's meeting.

Commissioner Davis asked when the deadline is.

Ms. Ailes stated that they have until the end of January to complete the project. She stated that the deadline was December, but was moved to the end of January.

Commissioner Davis inquired whether the work is interior and exterior.

Ms. Ailes stated that the work is both interior and exterior.

Commissioner Davis asked Mr. Dolin to review both agreements prior to next week's meeting for the Commissioners to approve them. He stated that if Mr. Dolin is not able to have both reviews completed that the Commissioners may have a special meeting if necessary for Community Action to meet any deadlines that they may have.

The meeting concluded at 10:59 a.m.

Review Session (continued)

The Commissioners met to review legal issues, pending and future action items and correspondence. Commissioner Davis called the meeting to order at 11:06a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Reed Bailey, Jason Dolin, Staci Knisley, Ed Laramée, Dave Levacy, and Branden Meyer.

Miscellaneous Discussion

▪ Prisoner Housing

Ms. Knisley stated that she has a draft resolution prepared for approval next week to appropriate dollars to cover the additional expense of sending prisoners out of county.

▪ Airport Board

Ms. Knisley stated that Greg Fisher has resigned from the Airport Board.

Commissioner Davis asked when Mr. Fisher resigned.

Ms. Knisley stated that he resigned on August 13.

▪ Prisoner Housing (continued)

Commissioner Shupe stated that it looks like the number of inmates has been increasing again.

Commissioner Davis stated that he is looking forward to 2013. He stated a line item may be needed again for this.

Ms. Knisley stated that one other time this year in the spring were inmates sent out of county.

Commissioner Shupe asked whether overcrowding has been connected to the probationers.

Commissioner Davis stated that other factors include the changes to F4s and F5s, which the judges warned about last fall and also the Sheriff's SCRAP Unit has been very busy. Another factor is that there are "seasonal bumps" when the population increases. What number is attributed to what cause is hard to tell.

Mr. Dolin stated that the Sheriff would be able to break out the SCRAP unit numbers.

Commissioner Davis asked Ms. Knisley to round up her figures when estimating out of county prisoner housing.

Ms. Knisley stated yes.

Review Session concluded at 11:16 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 11:16 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, September 4, 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, Mike Kiger, and Judith Shupe

NAYS: None

ABSTENTIONS: None

*Approved on September 11, 2012.

Steven A. Davis
Commissioner

Mike Kiger
Commissioner

Judith K. Shupe
Commissioner

Branden C. Meyer, Clerk