

**Regular Meeting #43-2012
Fairfield County Commissioners' Office
September 18, 2012**

Meeting with Shane Farnsworth and Linda Kauffman

The Commissioners met with Shane Farnsworth and Linda Kauffman from the Economic Development Office to discuss the Economic Development Director position. 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, Carl Burnett, Jason Dolin, Shane Farnsworth, Linda Kauffman, Dave Levacy, and Branden Meyer.

Commissioner Davis stated that he thought it would be important to discuss the "gap period" from the time when Mr. Farnsworth leaves to the time when a new Economic Development Director is chosen. He stated that the Commissioners are not in a position to choose the new director yet. He asked whether there are things that Mr. Farnsworth has been authorized to do where someone else will need to be designated to do them.

Mr. Farnsworth stated that he listed his responsibilities on a memo to the Commissioners. He stated that the Commissioners approve his expenses with the 33 Development Alliance ("Alliance"). He stated that he approves the expenses of the other members of the Alliance.

Ms. Kauffman stated that nothing was done in the past. She stated that she signed anything that needed signed.

Commissioner Davis asked what Ms. Kauffman's title is and whether it changed.

Ms. Kauffman stated that her title is Assistant to the Economic Development Director and stated that her title did not change. She stated that she had only been here for 18 months before the position was vacated the last time.

Commissioner Davis stated that regarding the extra burden that will be placed on Ms. Kauffman, the Commissioners will find a format to deal with this.

Commissioner Shupe suggested that the Commissioners will discuss this with Ms. Cordle when she returns from vacation.

Ms. Kauffman stated that she is a non-exempt classified employee.

Commissioner Davis stated that this is something to consider because if she is appointed interim Economic Development Director her classification would change. He asked Ms. Kauffman what concerns you have regarding this.

Mr. Farnsworth stated that the invoicing of RLF loans and including new and delinquent ones. He stated that the three bankers on the RLF would assist with reviewing the applications.

Commissioner Kiger asked about hiring an Interim Director.

Mr. Farnsworth stated that an individual within the county would be preferable if this is considered; possibly Mike Miller from JFS or James Mako from the Regional Planning Commission. He stated that a person on an as needed basis would be helpful. He stated that three leads came through the office this past week.

Commissioner Shupe suggested Mike Petit as a potential name.

Mr. Farnsworth stated that it may be hard because Mr. Petit is also Director of the Gas Department and the Economic Development position is second.

Ms. Kauffman stated that the office may go two weeks without a lead, it varies.

Mr. Farnsworth stated that little time is given to respond to leads.

Commissioner Davis asked what concerns are related to the Alliance.

Mr. Farnsworth stated that site certification was awarded for the two industrial parks. He stated that the marketing team will work on this as well as the budget for 2013. He stated that Mr. Petit has been very helpful with this effort.

Commissioner Davis asked what Mr. Farnsworth's position with the Alliance is.

Mr. Farnsworth stated that he serves as the Administrator of the Alliance, a position that was created prior to Mr. Farnsworth being appointed.

Commissioner Davis asked who the board chairman is.

Mr. Farnsworth stated Howard Snyderman is the board chairman.

Commissioner Davis asked Mr. Meyer to see if Mr. Snyderman could possibly meet with the Commissioners next week.

Ms. Kauffman stated that the tasks were divided before, but there was no clear direction.

Commissioner Davis stated that anyone else from the Alliance could come to the meeting.

Commissioner Shupe stated that the Westerman Company has been very active with the Alliance.

Ms. Kauffman stated that Terry McGhee serves on the Executive Committee of the Alliance.

Mr. Farnsworth stated that the ED office has been trying to be out in the community through the monthly newsletter and News You Can Use.

Ms. Kauffman stated that the RLF did continue before and site visits need to continue, the radio show. She stated that before the phones went silent. She stated that she is more comfortable now than before.

Commissioner Davis stated that there may be complications making Ms. Kauffman the Interim Director. He stated that the policy goal is a continuation of leadership and would like to achieve this by making Ms. Kauffman the interim. He stated that this would give a clear chain of command during this "gap period."

Commissioner Shupe asked Ms. Kauffman whether she would be interested in serving in this position. She agreed that Ms. Kauffman has more experience now than before.

Commissioner Davis stated that he would like guidance on classified verses unclassified positions then discuss with Ms. Kauffman the options. He stated that no one wants to put her in peril. He stated that she has the Commissioners' support during this interim period. He asked Mr. Dolin to look into this and report back next week.

Mr. Dolin agreed.

Ms. Kauffman expressed her thanks.

Commissioner Davis stated that the Prosecutor's office will get back with the information and then come to Ms. Kauffman with options. He asked when Mr. Farnsworth's last day is.

Mr. Farnsworth stated that he is here until Friday.

Mr. Farnsworth stated that he will be the Director of the Economic Development Division for the City of Columbus. He stated that he will be working on Urban Development, Tax Incentive Review, and Enterprise Zone Funds. He stated that this will be a tremendous opportunity for him. He enjoyed his time here and is excited about what is coming to Fairfield County for next year.

Commissioner Davis thanked Mr. Farnsworth for his service and wishes him good luck for the future. He asked whether Mr. Farnsworth had any other concerns. He stated that he would like to thank Ms. Kauffman for the support that she needs during this time.

The meeting concluded at 9:36 a.m.

Review Session

The Commissioners met to review legal issues, pending and future action items and correspondence. Commissioner Davis called the meeting to order at 9:36 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Reed Bailey, Carri Brown, Carl Burnett, Jason Dolin, Ed Laramée, Dave Levacy, Branden Meyer, and Tony Vogel.

Legal Questions Under Review and Prosecutor's Pending Items

• Review/Update the Public Records Policy

Commissioner Davis asked why this item is still on review.

Mr. Meyer stated that this was sent to the Prosecutor's office in March and all he would like is for this to be reviewed to see if any changes need to be made to it.

Commissioner Davis asked if this item can be addressed.

• Revolving Loan Fund Agreement for TammiJo's

Commissioner Shupe stated that the RLF meeting it was discussed that TammiJo's may be opening up a company in Franklin County.

Mr. Dolin stated that this will be time consuming and has not been "a front burner issue." He acknowledged that this item was sent over a while ago and has not been a priority issue.

Commissioner Davis asked what the amount of loans is.

Mr. Farnsworth stated that the delinquent balance of the RLF is \$200,000 and 30 loans in the amount of \$1 million-\$1.5 million remaining fund balance. He stated that remaining funds that can be loaned are in the amount of the following: CDBG has a balance of \$76,000 and the EDA a balance of under a million dollars.

Commissioner Davis asked what the amount of individual delinquencies is.

Mr. Farnsworth stated that delinquencies impact the reporting to the state and federal. He stated that three debtors owe delinquencies in the amount of \$200,000: TammiJo's owes \$35,000, Site Solutions owes \$100,000 and Reinshield's owes the remainder of the debt.

Mr. Dolin stated that the county has right to some of TammiJo's property. He asked what position the county is in.

Mr. Farnsworth stated that the county is in second position.

• Dog Shelter

Commissioner Davis stated that the Commissioners had asked the Prosecutor's office last week to investigate any allegations of animal cruelty at the Dog Shelter.

Mr. Dolin stated that any first hand witnesses will be talked to.

Commissioner Davis inquired about the public records requesting a copy of video footage.

Commissioner Kiger stated that the video had been picked up by the requester.

Pending Items

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

Commissioner Davis stated that the Parks Board be given some time due to some personal, health issues that are going on.

▪ Board Vacancies: ADAMH Board, Fairfield Metropolitan Housing Authority Board, Airport Board

Commissioner Davis asked about the ADAMH Board Annual Attendance Report submitted by Rhonda Myers. He asked whether the one board member knows whether he is on the board or not.

Review Session concluded at 9:58 a.m.

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, September 18, 2012 beginning at 10:04 a.m., with the following Commissioners present: Steven Davis, Mike Kiger and Judith Shupe. Also present were Reed Bailey, Carri Brown, Jason Dolin, Kim Gaffney, Laurie Kays, Ann Kitzmiller, Ed Laramée, Michael Orlando, Jon Slater, and Tony Vogel.

Pledge of Allegiance

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

Announcements

No announcements.

Public Comment

Laurie Kays- She stated that she would like the Commissioners to change the policy to allow volunteers to bathe the dogs. She stated that dogs in the shelter have fleas and she knows how to administer the frontline medication.

Commissioner Davis stated that the Commissioners are aware of the request and stated that the Commissioners have requested guidance regarding physical changes that need to be made to the Dog Shelter.

Approval of Minutes from the Regular Meeting for Tuesday, September 11, 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, September 11, 2012.

Roll call vote of the motion resulted as follows:

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

Approval to approve a proclamation of recognition of Constitution Week 2012 in Fairfield County [Fairfield County Commissioners]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of a proclamation of recognition of Constitution Week 2012 in Fairfield County [Fairfield County Commissioners], see Resolution 2012-09.18.a.

Ms. Kitzmiller stated that the Daughters of the American Revolution started this to give emphasis on the Constitution. She stated that the DAR set September 17-23 as Constitution Week. She stated that this would be the first time that the DAR has

received a proclamation from the Commissioners. She stated that they have received many proclamations from other elected officials.

Roll call vote of the motion resulted as follows:

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

The Commissioners presented the proclamation to Ms. Kitzmiller.

Approval of notice of commencement for the Rehabilitation of the Southeast Apron- Fairfield County Airport Authority [Fairfield County Commissioners]

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of notice of commencement for the Rehabilitation of the Southeast Apron- Fairfield County Airport Authority [Fairfield County Commissioners], see Resolution 2012-09.18.b.

Commissioner Kiger stated that this grant is submitted on an annual basis.

Roll call vote of the motion resulted as follows:

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

Approval of appointment of authorized agent for FEMA-DR-4077 Grant- Disaster Public Assistance Grant [Fairfield County EMA]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of appointment of authorized agent for FEMA-DR-4077 Grant- Disaster Public Assistance Grant [Fairfield County EMA], see Resolution 2012-09.18.c.

Roll call vote of the motion resulted as follows:

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

Approval of change order for the FAI-GR2012 2012 Guardrail Repair/Improvement Project [Fairfield County Engineer]

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of change order for the FAI-GR2012 2012 Guardrail Repair/Improvement Project [Fairfield County Engineer], see Resolution 2012-09.18.d.

Roll call vote of the motion resulted as follows:

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

Approval of a IV-D Contract between the Fairfield County Job & Family Services, Child Support Enforcement Agency and Margaret A. Smith, Attorney at Law, Provider [Fairfield County Job & Family Services]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of a IV-D Contract between the Fairfield County Job & Family Services, Child Support Enforcement Agency and Margaret A. Smith, Attorney at Law, Provider [Fairfield County Job & Family Services], see Resolution 2012-09.18.e.

Ms. Brown stated that this was a renewal of a hearing officer.

Commissioner Davis inquired what the hearing officer is used for.

Ms. Brown stated that the hearing officer would be hearing child support administrative hearings.

Roll call vote of the motion resulted as follows:

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

Approval of Windy Hills Estates Replat of Lots 12 & 13 [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 Windy Hills Estates Replat of Lots 12 & 13 [Fairfield County Regional Planning Commission], see Resolution 2012-09.18.f.

Roll call vote of the motion resulted as follows:

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

Approval of Commissioners' Resolutions

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

2012-09.18.g Approval of request for payment and status of funds report- FY2010 CDBG Formula Program- Drawdown in the amount of \$11,100 [Fairfield County Commissioners]

2012-09.18.h Approval of request for payment and status of funds report- FY2008 NSP1 Funds- Drawdown in the amount of \$65,174 [Fairfield County Commissioners]

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:

2012-09.18.i Approval to appropriate from unappropriated in a major expenditure object category- Drainage/Ditch Maintenance- Fund #2050 Fairfield Farms Section 2- Sub Fund #2781- Fairfield County Commissioners [Fairfield County Commissioners]

2012-09.18.j Approval of payment of invoices without an appropriate carryover purchase order for the ADAMH Board [Fairfield County ADAMH Board]

2012-09.18.k Approval of account to account transfer of appropriations- major object expenditure category (2326 Title Fund) [Fairfield County Clerk of Courts]

2012-09.18.l Approval of the creation of a new agency fund for Job & Family Services, the Public Children Services Agency, for the purposes of tracking social security benefits for children in custody [Fairfield County Job & Family Services]

2012-09.18.m Approval to appropriate from unappropriated funds for 5595 Utilities Administrative Office Fund [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, September 11, 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, September 11, 2012 [Fairfield County Commissioners], see Resolution 2012-09.18.n.

Roll call vote of the motion resulted as follows:

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

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Approval of contract for production agreement for utility billing [Fairfield County Utilities]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of contract for production agreement for utility billing [Fairfield County Utilities], see Resolution 2012-09.18.o.

Roll call vote of the motion resulted as follows:

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

Commissioner Davis asked Mr. Slater how many resolutions have been eliminated due to the change in the legal level of control that was made.

Mr. Slater stated that he will find out the exact number.

The Regular Meeting ended at 10:17 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 10:29 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Reed Bailey, Carl Burnett, Jason Dolin, Ed Laramee, Branden Meyer, Jon Slater, and Tony Vogel.

Pending Items (continued)

▪ Count on Coal Petition

Commissioner Davis stated that he prefers to leave this petition to the discretion of each individual Commissioner.

Commissioner Shupe agreed.

▪ Dog Shelter (continued)

Commissioner Kiger stated that Mike Miller had stated that the Dog Shelter may need some remodeling done to the building to accommodate the EBI. He asked Mr. Vogel to discuss this with Mr. Miller and find out what changes are needed and the time frame.

Commissioner Kiger stated that the Dog Shelter has enough funds to pay for the remodel. He stated that a dog was let loose and he also told Mr. Miller last week to not let any volunteers in the restricted areas and in the kennels.

Commissioner Davis stated that he would like to meet with Mr. Miller to discuss the schematics of the old, current and future plans for the building. He would like to see this plan on paper prior to making any policy changes.

Commissioner Kiger suggested that the policy be reviewed. He stated that he asked Mr. Miller and Ms. West to see what items they would like to have changed.

Items that Need New Action/Attention- Requests and Review

▪ Township Trustees Meeting

Commissioner Davis stated that he attended the quarterly township trustees meeting this past Saturday. He stated that they had asked that casino revenue be given to the county, but then changed and asked for the sales tax revenue to the townships. He stated that he told them that there is no historical reference of how this would look. He stated that only two casinos have opened. He stated that the full revenue stream will not even be seen in 2013, but 2014 would be first time to see revenue stream. He stated that he let them know that if the revenue stream exceeds \$1.5 million and if the LGF is not decreased some assistance to the townships may be set for a period of time.

Commissioner Shupe inquired about the reaction at the meeting.

Commissioner Davis stated that he thought the group was expecting a flat out no answer.

Mr. Laramee stated that there was no negative feedback.

Commissioner Davis stated that there was an anti-fracking/anti-drilling speaker. He stated that each township is able to sign up for a utilities protection service notification for \$58 per year. He stated that 4 of the 13 townships are registered so far.

Mr. Laramée stated that it may be a benefit for the county to join this service as well.

Invitations

- **The Lighthouse 20th Annual Candlelight Vigil- Monday, October 1 at 6:00 p.m.**
- **25th Anniversary of the Stanton D. Johns Memorial Library, Amanda- Thursday, October 4 at 6:00 p.m.**
- **Open House/Lunch, Pine Grove Landfill- Friday, October 5 at 11:00 a.m.-3:00 p.m.**
- **American Red Cross, Tuesday, September 25 at 6:00 p.m.-8:00 p.m. at Rising Park.**

Informational

- **Memo received from Staci Knisley, re: OSU Reimbursement for Prosecutor's Employee**
Mr. Dolin stated that a fellow from OSU will be working for one year at no cost to the county.
- **Letter received from Sherry Eckman, re: Fees collected in the Fairfield County Municipal Court, Criminal/Traffic Division for the month of August 2012.**
- **Letter received from Rhonda Myers, re: ADAMH Board Annual Attendance Record**
This item was discussed earlier during the Review Session.
- **Letter received from AEP, re: Construction Notice for West Lancaster- Bixby 138 kV Line Re-conductor/Rebuild Project**
- **Memo received from Ed Laramée, re: Permissive Sales and Use Tax for September 2012**
Mr. Laramée stated that the information was good news.

Commissioner Davis stated that the Year to Date is \$13,260,534 which is up 7.1%. He stated that the annual sales tax may go upwards of \$17 million.

Mr. Laramée stated that the number is holding steady.

Miscellaneous Discussion

▪ Humane Society

Commissioner Kiger stated that the resident who lives next to the Humane Society is unhappy about trees being cut down next to his property. He stated that this person would like to inquire about renting some property behind the Dog Shelter.

Commissioner Davis stated that it would be helpful if this person could define their request to see the exact portion of land that he is interested in.

Review Session ended at 11:03 a.m.

Executive Session

On the motion of Steven Davis and second of Judith Shupe, the Board of Commissioners voted to enter into Executive Session at 11:03 a.m. for the purpose of discussing personnel. Commissioners present were Steven Davis, Judith Shupe, and Mike Kiger. Also present were Jason Dolin and Branden Meyer. Also mentioned in the motion, but not present was Aunie Cordle.

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 Judith Shupe and second of Mike Kiger, the Board of Commissioners voted to adjourn from Executive Session at 11:19 a.m.

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