

**Regular Meeting #42-2011
Fairfield County Commissioners' Office
September 20, 2011**

Review Session

The Board of Commissioners met at 9:02 a.m. to review legal issues, pending and future action items and correspondence. Commissioners present were Judith Shupe, Steven Davis and Mike Kiger. Also present were Frank Anderson, Dan Barham, Jeff Barron, Carri Brown, Aunie Cordle, Jason Dolin, Brian Kuhn, Mary Beth Lane, Ed Laramee, Holly Mattei, Branden Meyer, Jon Slater, and Tony Vogel.

Meeting with Carri Brown, re: Budget Retreat Presentation

Ms. Brown asked whether the Commissioners had any changes to her PowerPoint presentation. She stated that she will send the Commissioners the most recent version of the presentation via email. She stated that Mr. Slater and Mr. Kuhn will participate in her presentation.

Mr. Dolin stated that Larry Long will give an overview similar to the presentation that he gave at the CCAO seminar.

Ms. Brown stated that she will refer to SkinnyOhio.org (State Auditor Dave Yost's website) during her presentation.

Commissioner Davis thanked Ms. Brown for her hard work on preparing her presentation.

Ms. Brown stated that she is planning to focus on the best practice strategic plan.

Meeting with Frank Anderson, re: de-annexation of 7.117 acres into the City of Lancaster

Mr. Anderson stated that the property under question will go to the City of Lancaster. He stated that the Engineer's Office does not want to create a road maintenance agreement. He stated that it would be complicated. He stated that potential problems/issues could come up in the future concerning emergency forces as well as speed limit changes.

Commissioner Kiger asked about the intersection on Election House Road.

Mr. Anderson stated that they are hoping that the majority of the traffic will go to the traffic light.

Mr. Anderson stated that 6,800 vehicles travel down this road.

Ms. Mattei stated that the road has been cut in, but is not ready for paving.

Mr. Anderson stated that Eversole stated that the project would be paved by October 15.

Commissioner Kiger asked how far along the project is.

Mr. Anderson stated that the project is far behind schedule.

Ms. Mattei stated that Eric McCrady, with the Engineer's office has concerns with this project being completed on time.

Commissioner Kiger stated that Election House Road will be closed for 2 weeks.

Mr. Anderson stated that earth work and paving will be completed.

Ms. Mattei stated that the road will be closed for approximately 30 days.

Mr. Anderson stated that one section has to be completed prior to the other construction project starting.

Commissioner Shupe asked whether the county needs to have discussions with either property owner.

Mr. Anderson stated that the county does not have control over this project. He said that there is no assurance until the bond has been received.

Ms. Mattei stated that it does not look good for this project being completed prior to cold weather starting.

Commissioner Davis stated that there is a question regarding right of way. He asked whether there is any reason why this should not move forward.

Mr. Laramée stated that he does not have any objection now that it has been clearly explained.

Commissioner Kiger requested that the Engineer follow up with the Commissioners regarding the construction timeline on the Election House Road projects.

Items that Need New Action/Attention- Requests and Review

• Water Connection Assessment

Mr. Vogel stated that there are water lines running next to properties that are not tied into the properties. He stated that Mr. Slater had previously mentioned when he was the County Treasurer the potential of loaning the money to get the interest from the loan. He stated that the line charge is \$191,500, with a good interest rate.

Mr. Kuhn stated that he has contacted Dennis Schwalle to discuss this issue with him.

Mr. Vogel stated that the customers were prepared to pay 5%.

Mr. Kuhn stated that Mr. Schwalle recommended potentially 2.5% interest.

Commissioner Shupe asked whether this would be a fixed rate or whether it would fluctuate.

Mr. Kuhn stated that the rate would be fixed.

Commissioner Davis stated that all of the county debt is in the 4-5% range.

Mr. Kuhn stated that 3.5% would be a fair rate. He stated that Mr. Schwalle would need to be involved.

Commissioner Davis stated that "throwing darts" at the rate may not be the best idea. He prefers an underlying foundational basis for the rate.

Mr. Slater stated that there is a requirement to use to establish the rate that is used.

Mr. Kuhn stated that the Commissioners will be involved in this decision.

Commissioner Shupe gave her approval. She stated that she would like to see the details finalized.

Commissioner Davis asked whether there is enough cash to do this.

Mr. Kuhn stated yes.

Commissioner Davis gave his approval.

Commissioner Kiger also approved this. He stated that this is a small amount of money.

Mr. Slater asked how long this would be for.

Mr. Vogel and Mr. Kuhn stated 10 years.

Mr. Laramée asked whether this would be for this year. He stated that the assessment would be made now and collect next year, otherwise the county would have to wait an entire year.

Commissioner Davis stated that at the time the water line was installed, there was no requirement that the residents tap in and the water line has no requirement to tie into it, but with the sewer line there is a requirement.

• Capital Projects

Mr. Vogel provided a list of major capital improvement projects in a ranked order that need to be considered.

Ms. Knisley stated that there is \$349,000 in the Capital Improvement Fund.

Mr. Vogel stated that the pipe in the Courthouse is going to be relined and hopefully this will fix the water leak problems.

Commissioner Davis asked why the bid was cancelled.

Mr. Vogel stated that this happened prior to him serving in the Facilities manager position. HS stated that the bid specified aluminum windows, but should have specified the wind rating.

Commissioner Davis asked whether there would be an energy savings.

Mr. Vogel stated that windows could be part of a potential energy project.

Commissioner Davis stated that he would like to see the capital projects listed separately on the budget. He would like to see what the existing problems are and what the potential savings would be if any. He stated he would like a separate review session to discuss capital projects, scheduled along with the department budget hearings.

▪ Courthouse Fire System

Commissioner Kiger asked about the courthouse fire system.

Mr. Vogel stated that Acree-Daily gave plans to Claypool Electric that were not the correct plans. He said he and Claypool are figuring out the difference between the two sets of plans. He is hopeful that the errors and omissions insurance will cover this because the system needs to be rewired.

Commissioner Kiger asked about the concrete pad in the parking lot.

Mr. Vogel stated that the concrete will be repaired after Claypool has run their electric from the Hall of Justice to the Courthouse.

Mr. Dolin asked the cost of the mistake.

Mr. Vogel stated it will be less than \$20,000.

▪ Sheriff's Office

Mr. Vogel stated that the Sheriff's Office kitchen may need upgrades because the Sheriff's office is now preparing food in house for SCI.

Legal Questions Under Review and Prosecutor's Pending Items

▪ *No pending items.*

Other Pending Items

▪ Budget Retreat

Mr. Meyer stated that he has contacted the caterer regarding the lunch for the retreat. He stated that Barbie Weidner is really excited to have the opportunity to caterer the budget retreat this year.

▪ Public Safety Committee Report

Commissioner Kiger stated that there is nothing new on this item.

▪ MAPSYS Software

Mr. Meyer stated that Chris Heiberger from MAPSYS is coming on Thursday, September 23 for a meeting. He stated that Randy Carter and Ms. Knisley will be attending also.

Mr. Slater stated that he will attend the meeting and may have someone from Finance attend the meeting as well.

▪ County Auction

Mr. Meyer stated that the auction is scheduled for Saturday, October 22. He also stated that he has left two phone messages for Terryl Queen. He stated that if he does not hear back from him then he will do the sale himself.

▪ Coroner's Office Relocation

Mr. Meyer stated that Luann Davidson and Dr. Vajen are very happy.

▪ Health Department Relocation

Mr. Meyer stated that Mr. Vogel walked through the potential site with VPL. He stated that VPL is putting together information on costs associated with needed renovations to the site.

Invitations

▪ Bremen Rushcreek Memorial Branch Library 10th Anniversary- Friday, September 30 (2:00 p.m.)

▪ Hospice of Central Ohio Ribbon Cutting & Open House-Wednesday, October 5 (11:30 a.m.). Location: 109 N. Broad Street, Suite 304, Lancaster.

▪ **CCAO/OSU Extension Meetings**

Commissioner Davis asked why they should attend if they are being presented information and not the “menu” that they were promised at their meeting in May.

Commissioner Shupe stated that the information is the same as before.

▪ **Rushville Middle School Dedication- Sunday, October 2 (2:00 p.m.) RSVP by September 28.**

▪ **CCAO/CEAO Annual Winter Conference- December 11-13, Columbus Convention Center. Cost: Full Conference: \$300, Monday Only: \$150; Tuesday Only: \$120.**

Informational

▪ **Agenda for CFLP Solid Waste District Meeting, Friday, September 23**

Commissioner Davis stated that he may not be able to attend the meeting.

▪ **Memo from Holly Mattei, re: Fairfield Growing: An Agricultural Economic Development Plan. The Commissioners’ Public Hearing will be held on Tuesday, September 27 at 11:00 a.m. (copy available upon request).**

Review Session ended at 9:59 a.m.

Commissioners’ Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, September 13, 2011 beginning at 10:02 a.m., with the following Commissioners present: Judith Shupe, Steven Davis and Mike Kiger. Also present were Dan Barham, Jeff Barron, Aunie Cordle, Jason Dolin, Mary Beth Lane, Ed Laramee, Branden Meyer, Philip Settlecase, and Annette Snodgrass.

Pledge of Allegiance

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

Announcements

Mr. Meyer announced that a petition for vacation for vacating part of a public road, along South Bank Road, in Millersport, in Walnut Township, filed by Chris and Grace Alexander was withdrawn on September 9, 2011.

Public Comment

Mr. Philip Settlecase, 5909 Windy Hill Drive, Lancaster. Mr. Settlecase expressed his concern about the road in his subdivision- Windy Hills. He stated that the Engineer has looked at the road, and stated that the developer’s letter of credit was seized in July. He would like completion of the road, completion of the stub road or drainage of the area. He stated that the developer has made a mess of the road and it is dangerous. He stated that the letter of credit is for \$106,000 and the developer received extensions, and the letter of credit was not increased. He is concerned that the developer will not do what he is required to do.

Commissioner Kiger offered to take Mr. Settlecase to RPC to discuss this issue with Holly Mattei after the Regular Session is over.

Approval of Minutes from the Regular Meeting for Tuesday, September 6, 2011

On the motion of Judith Shupe and second of Steven Davis, the Board of Commissioners voted on the approval of minutes from the Regular Meeting for Tuesday, September 6, 2011.

Roll call vote of the motion resulted as follows:

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

Approval of Minutes from the Executive Session for Wednesday, September 7, 2011

On the motion of Steven Davis and second of Judith Shupe, the Board of Commissioners voted on the approval of minutes from the Executive Session for Wednesday, September 7, 2011.

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

Approval of Minutes from the Regular Meeting for Tuesday, September 13, 2011

On the motion of Judith Shupe and second of Steven Davis, the Board of Commissioners voted on the approval of minutes from the Regular Meeting for Tuesday, September 13, 2011.

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

Approval of Amendment One to the Operation and Management Agreement for Camp Reams between the State of Ohio, Department of Rehabilitation and Correction and the Fairfield County Board of Commissioners [Fairfield County Commissioners]

On the motion of Judith Shupe and second of Steven Davis, the Board of Commissioners voted on the approval of Amendment One to the Operation and Management Agreement for Camp Reams between the State of Ohio, Department of Rehabilitation and Correction and the Fairfield County Board of Commissioners [Fairfield County Commissioners], see Resolution 11-09.20.a.

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

Approval of a Fairfield County Revolving Loan Fund Request to Approve a Release and Satisfaction of Mortgage [Fairfield County Economic Development]

On the motion of Judith Shupe and second of Steven Davis, the Board of Commissioners voted on the approval of a Fairfield County Revolving Loan Fund Request to Approve a Release and Satisfaction of Mortgage [Fairfield County Economic Development], see Resolution 11-09.20.b.

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

Approval of Engineer's Resolutions

On the motion of Judith Shupe and second of Steven Davis, the Board of Commissioners voted on the approval of the following Engineer's resolutions:

- | | |
|------------|---|
| 11-09.20.c | Approval of Contract with Mar-King Construction, Inc. for the 2011 Pavement Markings Project (Item 642) [Fairfield County Engineer] |
| 11-09.20.d | Approval of Notice of Commencement- 2011 Pavement Markings Project (Item 642) [Fairfield County Engineer] |
| 11-09.20.e | Approval of Contract with Griffin Pavement Striping for the 2011 Pavement Markings Project (Item 644M) [Fairfield County Engineer] |
| 11-09.20.f | Approval of Notice of Commencement- 2011 Pavement Markings Project (Item 644M) [Fairfield County Engineer] |

- 11-09.20.g Approval of Contract with Asphalt Materials, Inc. for the Purchase of Liquid Asphalt MC-70 [Fairfield County Engineer]
- 11-09.20.h Approval of Notice of Commencement- Purchase of Liquid Asphalt MC-70 [Fairfield County Engineer]
- 11-09.20.i Approval of Change Order for the FAI-CR4101.75 Marcy Road NW Drainage Improvement Project [Fairfield County Engineer]

Roll call vote of the motion resulted as follows:

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

Approval of Advance from the General Fund to the CDBG/OHTF Fund #2732- Cash Subfund #8008- Fairfield County Commissioners [Fairfield County Commissioners]

On the motion of Judith Shupe and second of Steven Davis, the Board of Commissioners voted on the approval of advance from the General Fund to the CDBG/OHTF Fund #2732- Cash Subfund #8008- Fairfield County Commissioners [Fairfield County Commissioners], see Resolution 11-09.20.j.

Roll call vote of the motion resulted as follows:

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

Approval of Advance from the General Fund to the HOME Fund #2731- Cash Subfund #8007- Fairfield County Commissioners- FY2010 [Fairfield County Commissioners]

On the motion of Judith Shupe and second of Steven Davis, the Board of Commissioners voted on the approval of advance from the General Fund to the HOME Fund #2731- Cash Subfund #8007- Fairfield County Commissioners- FY2010 [Fairfield County Commissioners], see Resolution 11-09.20.k.

Roll call vote of the motion resulted as follows:

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

Approval of Fiscal Resolutions

On the motion of Judith Shupe and second of Steven Davis, the Board of Commissioners voted on the approval of the following fiscal resolutions:

- 11-09.20.l Approval to Appropriate from Unappropriated Money Fund 13236500 Probation Services Fund [Fairfield County Adult Probation]
- 11-09.20.m Approval of Account to Account Transfer- Fund 2365- Probation Services Fund [Fairfield County Adult Probation]
- 11-09.20.n Approval of Account to Account Transfer- (10100100 General) [Fairfield County Auditor]
- 11-09.20.o Approval of Account to Account Transfer- Auditor [Fairfield County Auditor]
- 11-09.20.p Approval of Account to Account Transfer- (1001 General) Office [Fairfield County Commissioners]
- 11-09.20.q Approval to Account to Account Transfer- EMA 2707 Emergency Management Performance Grant [Fairfield County EMA]

- 11-09.20.r Approval of Increase in Estimated Receipts and Amend the Certificate, Also Approve to Appropriate from Unappropriated- EMA SHSP Fund [Fairfield County EMA]
- 11-09.20.s Approval of Account to Account Transfer, the County Engineer Motor Vehicle Fund 2024 [Fairfield County Engineer]
- 11-09.20.t Approval to Appropriate from Unappropriated Funds, Motor Vehicle Fund 2024, the County Engineer [Fairfield County Engineer]
- 11-09.20.u Approval to Appropriate from Unappropriated Funds, Motor Vehicle Fund 2024, the County Engineer [Fairfield County Engineer]
- 11-09.20.v Approval to Appropriate from Unappropriated Funds, Motor Vehicle Fund 2024, the County Engineer [Fairfield County Engineer]
- 11-09.20.w Approval to Appropriate from Unappropriated Funds, Motor Vehicle Fund 2024, the County Engineer [Fairfield County Engineer]
- 11-09.20.x Approval to Appropriate from Unappropriated Funds, Motor Vehicle Fund 2024, the County Engineer [Fairfield County Engineer]
- 11-09.20.y Approval to Appropriate from Unappropriated Funds, Motor Vehicle Fund 2024, the County Engineer [Fairfield County Engineer]
- 11-09.20.z Approval of Account to Account Transfer of Appropriations- Public Assistance Fund- Fairfield County Job & Family Services [Fairfield County Job & Family Services]

Roll call vote of the motion resulted as follows:

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

Approval of Authorization for Payment of Bills, September 20, 2011 [Fairfield County Commissioners]

On the motion of Judith Shupe and second of Steven Davis, the Board of Commissioners voted on the approval of authorization for payment of bills, September 20, 2011 [Fairfield County Commissioners], see Resolution 11-09.20.aa.

Roll call vote of the motion resulted as follows:

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

Approval of a Petition to Detach Territory from Municipality [Fairfield County Commissioners]

On the motion of Judith Shupe and second of Steven Davis, the Board of Commissioners voted on the approval of a Petition to Detach Territory from Municipality [Fairfield County Commissioners], see Resolution 11-09.20.bb.

Roll call vote of the motion resulted as follows:

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

Review Session (continued)

The Board of Commissioners met at 10:29 a.m. to continue the Review Session from earlier in the morning. Commissioners present were Judith Shupe, Steven Davis and Mike Kiger. Also present were Dan Barham, Aunie Cordle, Jason Dolin, Staci Knisley, Ed Laramée, and Branden Meyer.

- Courthouse Fire System

Mr. Laramée stated that the county has recalled everything that could be recalled. All callable debt has been refunded, but some notes are not callable and have to go to the end of agreement.

Commissioner Davis stated when the debts that come from the same payment are combined, would the utility and general fund debts be combined.

Mr. Laramée stated yes, separate accounts.

Commissioner Davis asked what debt is subject to retirement.

Mr. Laramée stated that there is only one debt that is near term, which will end in 2015. He stated it is a matter of how the Auditor's office tracks the bonds.

Commissioner asked if the debt is \$42 million.

Mr. Laramée stated yes. He stated that the bulk will be from utilities dollars. He stated that the capacity is up to \$69 million. He stated that there is no amount you can sell to, that is all general obligation debt.

Mr. Laramée stated that for 2013 the debt service is \$4.3 million.

Mr. Davis asked about the date column.

Mr. Laramée stated it is the date of current issue, not the creation of.

Ms. Shupe asked of the \$4.3 million, how much is not revenue driven.

Ms. Knisley stated that the \$900,000 includes the maintenance building, Liberty Center, MCJDC and Job and Family Services Building.

Executive Session

On the motion of Judith Shupe and second of Steven Davis, the Board of Commissioners voted to enter into Executive Session at 10:45 a.m. for the purpose of discussing a personnel issue. Commissioners present were Judith Shupe, Steve Davis and Mike Kiger. Also present were Aunie Cordle, Jason Dolin, and Branden Meyer.

Roll call vote of the motion resulted as follows:

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

On the motion of Steven Davis and second of Judith Shupe, the Board of Commissioners voted to adjourn from Executive Session at 11:14 a.m.

Roll call vote of the motion resulted as follows:

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

No formal actions were taken.

Adjournment

With no more business to discuss, on the motion of Judith Shupe and a second of Steven Davis, the Board of Commissioners voted to adjourn at 11:15 a.m.

Roll call vote on the motion resulted as follows:

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

The next regular meeting of the Board of Commissioners is scheduled for Tuesday, September 27, 2011 at 10:00 a.m.

Motion by: Judith Shupe

Seconded by: Steven Davis

that the minutes were approved by the following vote:

YEAS: Judith Shupe, Steven Davis, Mike Kiger

NAYS: None

ABSTENTIONS: None

*Approved on October 4, 2011

Mike Kiger
Commissioner

Judith K. Shupe
Commissioner

Steven A. Davis
Commissioner

Branden C. Meyer, Clerk