

**Regular Meeting #10-02  
Fairfield County Commissioners' Office  
January 12, 2010**

**9:30 a.m. Meeting with Lou Varga**

The Board of Commissioners met with Lou Varga to discuss planning for the 2010 State of the County (SOC) event. Commissioners present were Judith Shupe, Jon Myers and Mike Kiger. Also present were Jason Dolin and Scott Zody.

Mr. Kiger asked if a date had been set for the event, and Mr. Zody stated he had recently confirmed the date of March 2<sup>nd</sup> with the Lancaster-Fairfield Chamber of Commerce.

Commissioner Kiger stated that the previous year's format seemed to be widely accepted, and the Board wanted to follow the same general outline, and Commissioner Myers stated the Board would also be interested in any ideas Mr. Varga would have.

Mr. Varga asked if the Board had any specific ideas on what they planned to say, and Commissioner Shupe stated the office keeps a record of press clippings on events over the past year, and Mr. Zody stated he has asked the various departments and elected offices to submit accomplishments and success stories for consideration.

Commissioner Myers stated that the economy, the budget and the tax increase need to be discussed, and Commissioner Shupe stated there needs to be a focus on the budget. Mr. Varga stated the reasoning behind is important to emphasize as well.

Commissioner Kiger suggested highlighting the hiring of Shane Farnsworth as a positive, and Mr. Zody stated that and other items could make the presentation forward-looking. Mr. Varga agreed, stating that the upcoming Chamber event will be highlighting the recent expansions of Westerman's and Toxco.

Commissioner Shupe suggested highlighting some of the activities of the Route 33 Development Alliance.

Commissioner Myers explained to Mr. Varga that traditionally, he has addressed the county finances, Commissioner Shupe addresses issues looking forward, and Commissioner Kiger has addressed past year accomplishments.

Commissioner Myers suggested highlighting the relocation of the Emergency Management Agency and the new Emergency Operations Center. Mr. Varga stated the goal should be to "bring the County into the room" with the presentation.

Commissioner Shupe asked if they should all speak or have as much on video as the previous year, and Commissioner Kiger stated he would rather tape as much as possible, as the attendees seemed to enjoy that more. Commissioner Myers suggested using some video of the Statehouse and discussing the state budget and the resulting problems. Mr. Varga stated one option would be to discuss the broad range of responsibilities the Commissioners have, and Commissioner Myers noted that the presentation needs to be kept to about 35 minutes.

Mr. Varga stated that he is also working on the State of the City (February 10<sup>th</sup>) and the State of the Schools (April 2<sup>nd</sup>) and should be able to work this in without trouble. Commissioner Myers stated the Board needs to put together their outlines over the next week or so and Commissioner Shupe stated some attention should be given to agriculture and agribusiness.

Mr. Zody stated he would send a copy of the Commissioners schedule to Mr. Varga so he could try to attend some events and take some "B roll" video of the Board in action.

Commissioner Shupe stated the Board also needs to determine a theme for the event, and Commissioner Myers stated the event needs to be forward looking and also consider the next state biennial budget.

### **10:00 a.m. Commissioners' Regular Meeting**

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, January 12, 2010 beginning at 10:00 a.m., with the following Commissioners present: Judith Shupe, Jon Myers and Mike Kiger. Also present were Mary Beth Lane, Carl Burnett, Aundrea Cordle, Tony Vogel, Ritta Seitz, Jason Dolin and Scott Zody.

### **Announcements**

Mr. Zody announced that there would be one add-on item for the ADAMH Board relative to the payment of carry over purchase orders.

### **Public Comment**

There were no public comments.

### **Approval of minutes of Monday, January 11, 2010**

On motion of Jon Myers and second of Judith Shupe, the Board of Commissioners voted to approve the minutes for Monday, January 11, 2010.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jon Myers, Judith Shupe and Mike Kiger

### **Approval of Toll Gate Road Elementary & Middle School – Approval of re-plat and conditional acceptance**

On motion of Judith Shupe and second of Jon Myers, the Board of Commissioners voted to approve Toll Gate Road Elementary & Middle School – Approval of re-plat and conditional acceptance, see resolution 10-01.12.a

Roll call vote of the motion resulted as follows:

Voting aye thereon: Judith Shupe, Jon Myers and Mike Kiger

### **Approval of Compensation Designation for Job & Family Services employee, Child Support Enforcement attorney**

On motion of Jon Myers and second of Judith Shupe, the Board of Commissioners voted to approve Compensation Designation for Job & Family Services employee, Child Support Enforcement attorney, see resolution 10-01.12.b

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jon Myers, Judith Shupe and Mike Kiger

### **Approval of Construction drawings for the FAI-CR13-1.909 Basil Western Road Resurfacing Project - Engineer**

On motion of Judith Shupe and second of Jon Myers, the Board of Commissioners voted to approve Construction drawings for the FAI-CR13-1.909 Basil Western Road Resurfacing Project – Engineer, see resolution 10-01.12.c

Roll call vote of the motion resulted as follows:

Voting aye thereon: Judith Shupe, Jon Myers and Mike Kiger

### **Approval of Final Acceptance – Re-plat of Hunters Run Section 1, Lot 3 subdivision**

On the motion of Jon Myers and second of Judith Shupe, the Board of Commissioners voted to approve a re-plat of Hunters Run Section 1 Lot 3 subdivision, see resolution 10-01.12.d

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Mike Kiger, Jon Myers and Mike Kiger

**Approval of reappointment of a board member to the Fairfield County Revolving Loan Fund Review Committee – Scott Reed, Fairfield National Bank**

On the motion of Jon Myers and second of Judith Shupe, the Board of Commissioners voted to approve the reappointment of a board member to the Fairfield County Revolving Loan Fund Review Committee – Scott Reed, Fairfield National Bank, see resolution 10-01.12.e

Commissioner Shupe noted there is still one vacancy on the Board to fill.

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

**Approval of appointing representation to the Ohio Homeland Security Planning Region 4 Governance Committee - EMA**

On motion of Jon Myers and second of Judith Shupe, the Board of Commissioners voted to approve appointing representation to the Ohio Homeland Security Planning Region 4 Governance Committee – EMA, see resolution 10-01.12.f.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Mike Kiger, Jon Myers and Mike Kiger

**Approval of Final Acceptance – Slate Ridge Phase 3 subdivision**

On the motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to approve Final Acceptance for Slate Ridge Phase 3 subdivision, see resolution 10-01.12.g

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

**Approval of designating the Fairfield County Recovery Zone for the purposes of Section 1400U-1, 1400U-2 and 1400U-3 of the Internal Revenue Code of 1986, as amended**

On motion of Jon Myers and second of Judith Shupe the Board of Commissioners voted to approve designating the Fairfield County Recovery Zone for the purposes of Section 1400U-1, 1400U-2 and 1400U-3 of the Internal Revenue Code of 1986, as amended, see resolution 10-01.12.h

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

**Approval of permission to attend – Fairfield County Treasurer**

On the motion of Judith Shupe and second of Jon Myers, the Board of Commissioners voted to approve permission to attend for the Fairfield County Treasurer, see resolution 10-01.12.i

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

**Approval of Letter of Engagement between Jones, Cochenour & Company and the Fairfield County Commissioners to provide financial consulting services**

On the motion of Jon Myers and second of Judith Shupe the Board of Commissioners voted to approve a Letter of Engagement between Jones, Cochenour & Company and the Fairfield County Commissioners to provide financial consulting services, see resolution 10-01.12.j

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jon Myers, Judith Shupe and Mike Kiger

**Approval of 6 (six) copier leases – Fairfield County Job & Family Services**

On the motion of Jon Myers and second of Judith Shupe the Board of Commissioners voted to approve 6 (six) copier leases for the Fairfield County Job & Family Services, see resolution 10-01.12.k

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jon Myers, Judith Shupe and Mike Kiger

**Approval of Release of Sanitary Sewer Easement – Utilities**

On the motion of Judith Shupe and second of Jon Myers, the Board of Commissioners voted to approve release of sanitary sewer easements for the Fairfield County Utilities, see resolution 10-01.12.l

Roll call vote of the motion resulted as follows:

Voting aye thereon: Judith Shupe, Jon Myers and Mike Kiger

**Approval of amending the summary plan description and plan document for the Section 125 Plan – Human Resources**

On the motion of Jon Myers and second of Judith Shupe the Board of Commissioners voted to approve the summary plan description and plan document for the Section 125 Plan, see resolution 10-01.12.m

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jon Myers, Judith Shupe and Mike Kiger

**Approval of BWC 2008 (paid in 2009) Safety Council Refund Invoice**

On the motion of Judith Shupe and second of Jon Myers, the Board of Commissioners voted to approve BWC 2008 (paid in 2009) Safety Council Refund invoice, see resolution 10-01.12.n

Roll call vote of the motion resulted as follows:

Voting aye thereon: Judith Shupe, Jon Myers and Mike Kiger

**Approval of an agreement between the Violet Township Trustees and the Fairfield County Engineer for snow and ice removal on Allen and Wright Roads**

On the motion of Jon Myers and second of Judith Shupe, the Board of Commissioners voted to approve an agreement between the Violet Township Trustees and the Fairfield County Engineer for snow and ice removal on Allen and Wright Roads, see resolution 10-01.12.o

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jon Myers, Judith Shupe and Mike Kiger

**Approval of ratification of previous authorization of the Board of Commissioners**

On the motion of Jon Myers and second of Judith Shupe, the Board of Commissioners voted to approve the ratification of previous authorization of the Board of Commissioners, see resolution 10-01.12.p

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

**Approval of CDBG resolutions**

On the motion of Jon Myers and second of Judith Shupe, the Board of Commissioners voted to approve resolutions relative to the CDBG Program as follows:

- 10-01.12.q                    Approval of Advance from the General Fund to the CDBG Housing Fund #2732 - Commissioners
- 10-01.12.r                    Approval of Advance from the General Fund to the CDBG Housing Fund #2730 - Commissioners
- 10-01.12.s                    Approval to Amend Certificate, update receipts and appropriate from unappropriated – Fund 2721 – Commissioners CDBG

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

**Approval to Amend certificate and update revenue estimate for Fund 7681 – Undivided Wireless 9-1-1**

On the motion of Judith Shupe and second of Jon Myers, the Board of Commissioners voted to approve to amend the certificate & update revenue estimate for Fund 7681 – Wireless 9-1-1, see resolution 10-01.12.t

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

**Approval to Amend Certificate and request for appropriations for additional unanticipated receipts of memo expenditure – 3434 OPWC payments**

On the motion of Jon Myers and second of Judith Shupe, the Board of Commissioners voted to approve to Amend Certificate and request for appropriations for additional unanticipated receipts of memo expenditure – 3434 OPWC payments, see resolution 10-01.12.u

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

**Approval of Financial Resolutions**

On the motion of Jon Myers and second of Judith Shupe, the Board of Commissioners voted to approve financial resolutions as follows:

- 10-01.12.v                    Approval of Memo Expenditure - JFS
- 10-01.12.w                    Approval of memo Expenditure - JFS
- 10-01.12.x                    Approval of payment of a voucher without an appropriate carry over purchase order - Sheriff

10-01.12.y	Approval of payment of a voucher without an appropriate carry over purchase order - BDD
10-01.12.z	Approval of payment of a voucher without an appropriate carry over purchase order - BDD
10-01.12.aa	Approval of payment of a voucher without an appropriate carry over purchase order - Engineer
10-01.12.bb	Approval of payment of a voucher without an appropriate carry over purchase order – Engineer
10-01.12.cc	Approval of payment of a voucher without an appropriate carry over purchase order - Engineer
10-01.12.dd	Approval of payment of vouchers without appropriate carry over purchase orders - Commissioners
10-01.12.ee	Approval of payment of vouchers without appropriate carry over purchase orders – JFS
10-01.12.ff	Approval of Fund to Fund Transfer – GRF to Flexible Spending Account Fund
10-01.12.gg	Approval of Fund to Fund Transfer – GRF to Multi-County Juvenile Detention Center #7564 – 1 <sup>st</sup> Quarter
10-01.12.hh	Approval of Fund to Fund Transfer – GRF to Multi-County Juvenile Detention Center #7711 – 1 <sup>st</sup> Quarter
10-01.12.ii	Approval of Fund to Fund Transfer – GRF to JFS Special Revenue Funds – 1 <sup>st</sup> Quarter
10-01.12.jj	Approval of Fund to Fund Transfer – GRF allocation Fairfield 33 Development Fund #7710
10-01.12.kk	Approval of Fund to Fund Transfer – GRF to GIS #2443
10-01.12.ll	Approval of Account to Account Transfer & Fund to Fund Transfer – Historical Parks allocation Fund #7308
10-01.12.mm	Approval of Fund to Fund Transfer – GRF allocation – Engineer
10-01.12.nn	Approval of Fund to Fund Transfer – GRF allocation – Soil & Water Conservation #7026
10-01.12.oo	Approval of Account to Account Transfer – Public Assistance Fund – JFS
10-01.12.pp	Approval of Account to Account Transfer – Commissioners 911
10-01.12.qq	Approval of Account to Account Transfer – Auditor
10-01.12.rr	Approval to Appropriate from Unappropriated – Commissioners Airport Debt Service Fund #4714
10-01.12.ss	Approval to Appropriate from Unappropriated – Motor Vehicle Fund 2024
10-01.12.tt	Approval to Appropriate from Unappropriated – Recorder
10-01.12.uu	Approval to Appropriate from Unappropriated –Adult Probation

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

**Approval of Authorization for payment of bills, January 12, 2010, check date January 15, 2010**

On the motion of Judith Shupe and second of Jon Myers, the Board of Commissioners voted to approve authorization for payment of bills, January 12, 2010, check date January 15, 2010, see resolution 10-01.12.vv

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

**Approval of payment of vouchers without appropriate carry over purchase orders - ADAMH**

On the motion of Judith Shupe and second of Jon Myers, the Board of Commissioners voted to approve the payment of vouchers without appropriate carry over purchase orders – ADAMH, see resolution 10-01.12.ww

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

**Review Session**

The Board of Commissioners met to review legal issues, correspondence, and pending and future action items. Commissioners present were Judith Shupe, Jon Myers and Mike Kiger. Also present were Carl Burnett, Aundrea Cordle, Jason Dolin and Scott Zody.

**Executive Session**

On the motion of Jon Myers and second of Judith Shupe, the Board of Commissioners voted to enter into Executive Session at 10:20 a.m. for the purpose of discussing personnel matters and a potential violation of county policy. Commissioners present were Jon Myers, Judith Shupe and Mike Kiger. Also present were Jason Dolin and Scott Zody.

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

On the motion of Jon Myers and second of Judith Shupe, the Board of Commissioners voted to adjourn from Executive Session at 10:45 a.m.

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

No formal actions were taken.

**Review, cont.**

Mr. Dolin stated that he is working on several legal issues, but had nothing to report.

Regarding the request for funding from the Lancaster Public Transit system, Commissioner Shupe stated the Board could wait until they meet with Jeanette Addington the following week to determine if any funding would be available.

Commissioner Shupe noted that Job & Family Services Director Michael Orlando had sent the Board an email relative to the Worknet relocation, and is now planning to keep Worknet in the JFS building instead of moving that office to another location. The Board

directed Mr. Zody to schedule a meeting with Mr. Orlando to discuss as soon as possible.

Regarding the installation of an emergency power generator for the Courthouse, Commissioner Kiger stated that he has contacted the state and is seeking funding assistance for the project, but has not heard for certain if any is available. Commissioner Shupe stated that David Conley believed there would be some stimulus finding available for projects.

Mr. Zody provided the Board with a draft Emergency Closure policy for the county buildings, stating that the policy had been discussed several months previously, but never finalized, and he and Ms. Cordle had been working on it again. Commissioner Kiger stated the Board needed to review it and pull together a list of essential employees.

Ms. Cordle noted that Job & Family Services keeps employee contact information on file, and suggested it might be a good idea for the Commissioners to do that for all county employees. Mr. Zody noted that the EMA is working on a reverse 9-1-1 calling system that should be up and running soon that would be similar to the system schools use to alert parents to school closings.

Ms. Cordle noted that the Dispatch recently ran an article relative to the Cooperative Health Care Benefits administration, and the Franklin County Commissioners are leaning towards forcing the administrative contract to be re-bid rather than automatically renewed. Commissioner Myers asked how that might affect Fairfield County, and Ms. Cordle stated it could help reduce administrative costs for the county but the timeframe is very short and it may be more of a hassle if another company outbids the current administrator.

#### **11:00 a.m. Meeting with Holly Mattei**

The Board of Commissioners met with Regional Planning Commission Executive Director Holly Mattei to discuss budget issues. Commissioners present were Mike Kiger, Jon Myers and Judith Shupe. Also present were Aundrea Cordle, Carl Burnett, Staci Knisley, Jason Dolin and Scott Zody.

Ms. Mattei expressed her concern relative to the proposed 9% reduction to the RPC annual allocation of General Revenue Funds, stating that she is requesting the same allocation she received in 2009, and the allocation is actually the dues payment for the county rather than an allocation. Ms. Mattei stated that ROC has made significant cuts in 2009, much more than other offices, and staff have taken voluntary pay cuts and voluntary furloughs as well.

Ms. Mattei stated that as long as revenues remain the same as 2009 and she receives a full allocation from the General Fund, she can have a balanced budget for 2010.

Commissioner Myers asked if Ms. Mattei intended to continue to take furlough days in 2010, and Ms. Mattei stated she was hoping to avoid that, but it depends upon the budget. Ms. Mattei stated that employee salaries will remain at 2009 levels. Commissioner Myers asked if Ms. Mattei believed that development activities would increase in 2010, and Ms. Mattei stated that she does not believe there will be any real impact on agency revenue through increased activity, but there could be an impact to grant programs the county is eligible for if certain county plans are not update in a timely fashion, as some grant programs provide funds or provide extra scoring points for up to date plans.

Commissioner Myers asked what the additional funding Ms. Mattei is requesting would be used for, and Ms. Mattei stated she is asking for \$130,000, which is \$3,000 less than the full 2009 allocation. The funds would be used to support all operational phases of the office.

Commissioner Myers stated the Board will be meeting with Jeanette Addington next week to review budget numbers and could have an answer at that time, and there may be some time to consider the request before acting since the fiscal year has just started.

Commissioner Shupe thanked Ms. Mattei for participating in the Voluntary Cost Savings Program, as those dollars saved helped the county balance the year-end cash carryover.

### **Executive Session**

On the motion of Jon Myers and second of Judith Shupe, the Board of Commissioners voted to enter into Executive Session at 11:15 a.m. for the purpose of personnel discussion and the potential violation of county policy. Commissioners present were Mike Kiger, Jon Myers and Judith Shupe. Also present were Aundrea Cordle, Jason Dolin and Scott Zody.

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

On the motion of Judith Shupe and second of Jon Myers, the Board of Commissioners voted to adjourn from Executive Session at 11:55 a.m.

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

No formal actions were taken.

### **Executive Session**

On the motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to enter into Executive Session at 12:13 p.m. for the purpose of personnel discussion and the potential violation of county policy. Commissioners present were Mike Kiger, Jon Myers and Judith Shupe. Also present were Aundrea Cordle and Joe Spybey.

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

On the motion of Jon Myers and second of Judith Shupe, the Board of Commissioners voted to adjourn from Executive Session at 12:44 p.m.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Jon Myers, Judith Shupe and Mike Kiger.

No formal actions were taken.

### **Executive Session**

On the motion of Judith Shupe and second of Jon Myers, the Board of Commissioners voted to enter into Executive Session at 12:56 p.m. for the purpose of personnel discussion and the potential violation of county policy. Commissioners present were Mike Kiger, Jon Myers and Judith Shupe. Also present were Aundrea Cordle and Tony Vogel.

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

On the motion of Jon Myers and second of Judith Shupe, the Board of Commissioners voted to adjourn from Executive Session at 1:18 p.m.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jon Myers, Judith Shupe and Mike Kiger

No formal actions were taken.

**Adjournment**

With no further business to come before the Board, on the motion of Judith Shupe and the second of Jon Myers, the Board of Commissioners voted to adjourn at 1:20 p.m.

Roll call vote on the motion resulted as follows:

Voting aye thereon: Mike Kiger, Jon Myers and Judith Shupe

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Mike Kiger  
Commissioner

Jon D. Myers  
Commissioner

Judith K. Shupe  
Commissioner

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Scott Zody, Clerk/Manager

**THE NEXT REGULAR MEETING OF THE BOARD OF COMMISSIONERS' IS  
SCHEDULED FOR TUESDAY, JANUARY 19, 2010 AT 10:00 A.M.**