

**Regular Meeting #09-03  
Fairfield County Commissioners' Office  
January 20, 2009**

**9:00 a.m. Meeting with Human Resources Director Aundrea Cordle**

The Board of Commissioners met with County Human Resources Director Aundrea Cordle to discuss county employee training opportunities. Commissioners present included Judith Shupe, Jon Myers and Mike Kiger. Also present were Jason Dolin and Scott Zody

Ms. Cordle stated that she has observed a need for improved training opportunities for county employees, particularly management employees both current and future. She provided the Board with information from the John Glenn School of Public Policy at Ohio State, and stated the type of training they provide is both high quality and affordable. Commissioner Shupe stated that she has been invited to speak and participate in a Leadership training program that is going to be held at Ohio University. Ms. Cordle stated that the Voinovich School at OU also offers high quality training, and Mr. Zody stated that he has attended some of the training offered there and found it to be excellent, but not cheap.

Ms. Cordle stated that cost is a factor in obtaining good training, and in many cases you get what you pay for, and she would like the Board to consider sponsoring a class open to all offices to help reduce the costs of the class and encourage folks to attend. The cost for the Glenn School to come to Fairfield County and hold a class is \$4,000 for 40 individuals, or \$100 per person. Ms. Cordle would like the Board to consider paying one-half of the cost and try a class as a pilot project to see how much interest and attendance is generated.

The training would be a one-day session, and the class she would like to try is entitled "5 Absolutes for Building a High Performance Work Place". Commissioner Myers asked who would attend, and who would decide who could go, and Ms. Cordle stated that she would like to open it up and see what offices and agencies are interested, and try to provide slots for as many as possible, but it may be necessary to limit certain agencies, such as Job & Family Services, so as many offices as possible can participate.

Commissioner Shupe asked if the expectation was that participating agencies cost-share in the training, and Ms. Cordle stated that is her intent, and not make employees pay out of their own pockets. Commissioner Shupe suggested that Ms. Cordle raise this issue at the next Commissioner's Roundtable meeting on February 18<sup>th</sup>.

Ms. Cordle stated that she would like to hold the training at the Liberty Center pending availability, and Commissioner Myers stated that a one-day training would be a good test. Ms. Cordle asked if the Board would be comfortable sponsoring the training and paying one-half the cost, and the Board agreed and directed Ms. Cordle to move forward with plans for the event.

The approved a request from Ms. Cordle to attend an annual Labor Relations training event in Licking County in February. Commissioner Myers asked if negotiations with the Fraternal Order of Police had commenced, and Ms. Cordle stated they had been delayed per the FOP to schedule their representative to be available. Commissioner Shupe complimented Ms. Cordle and Julie Noyes for the nice thank-you note the Sheriff had written on a recent presentation they had provided to the Sheriff's staff.

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

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, January 20, beginning at 10:00 a.m., with the following Commissioners present: Jon Myers, Mike Kiger and Judith Shupe. Also present were Bill Arnett, Aundrea Cordle, Jason Dolin and Scott Zody.

## **Announcements**

Mr. Zody announced there were two add-on resolutions on the end of the agenda.

## **Public Comment**

There were no public comments.

## **Approval of minutes of Tuesday January 13, 2009**

On motion of Mike Kiger and second of Jon Myers, the Board of Commissioners voted to approve the minutes for Tuesday, January 13, 2009.

Roll call vote of the motion resulted as follows:

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

## **Approval of Adjustment to the County's Cash for 2007 - Auditor**

On motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to approve an adjustment to the County's Cash for 2007, see resolution 09-01.20.a

Roll call vote of the motion resulted as follows:

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

## **Approval of the administration of the Fairfield County neighborhood Stabilization Program according to the State Program established by the Ohio Department of Development, Office of Housing and Community Partnerships**

On motion of Mike Kiger and second of Jon Myers, the Board of Commissioners voted to approve the administration of the Fairfield County neighborhood Stabilization Program according to the State Program established by the Ohio Department of Development, Office of Housing and Community Partnerships, see resolution 09-01.20.b

Roll call vote of the motion resulted as follows:

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

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

On motion of Jon Myers and second of Mike Kiger, 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 09-01.20.c

Roll call vote of the motion resulted as follows:

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

## **Approval of Contract for the Commissioners**

On the motion of Mike Kiger and second of Jon Myers, the Board of Commissioners voted to approve contracts for the Board of Commissioners as follows:

09-01.20.d                      Approval of a Contract for services between the Fairfield County Board of Commissioners, administrative agent for the Fairfield County Family, Adult & Children First Council and the Fairfield County Child Advocacy Center

09-01.20.e                      Approval of a Contract with Downes, Hurst & Fishel - Commissioners

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

**Approval of an Award of Bid – Hall of Justice 4<sup>th</sup> Floor Alterations Project**

On the motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to approve an Award of Bid for the Hall of Justice 4<sup>th</sup> Floor Alterations Project, see resolution 09-01.20.f

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

**Approval of Job & Family Service resolutions**

On motion of Mike Kiger and second of Jon Myers, the Board of Commissioners voted to approve resolutions for the Department of Job & Family Services as follows:

- 09-01.20.g                      Approval of Fairfield County Job & Family Services Voluntary Cost Savings Program for 2009
- 09-01.20.h                      Approval of a provider contract by & between Fairfield County Job & Family Services and Lisa Wells

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

**Approval of resolutions relative to the vacation and alteration of public roads**

On motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to approve resolutions relative to the vacation and alteration of public roads as follows:

- 09-01.20.i                      Approval to Rescind Resolution 09-01.13.f, Approval of a petition to vacate a part of a public road, Arter Road in Madison Township (establish viewing & hearing)
- 09-01.20.j                      Approval of a Petition to vacate a part of a public road, Arter Road in Madison Township (establish viewing & hearing)

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

**Approval of resolutions for the County Engineer**

On motion of Mike Kiger and the second of Jon Myers, the Board of Commissioners voted to approve resolutions for the County Engineer as follows:

- 09-01.20.k                      Approval of the Appointment of Frank Anderson and Jeff Baird to the Integrating Committee - Engineer
- 09-01.20.l                      Approval of Declaration of Necessity of Pleasantville Road GRE-39 Bridge Replacement Project - Engineer

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

**Approval of Revolving Loan Fund resolutions**

On motion of Jon Myers and the second of Mike Kiger, the Board of Commissioners voted to approve resolutions for the Fairfield County Revolving Loan Fund as follows:

- 09-01.20.m Approval of Fairfield County Revolving Loan Fund Loan Review Committee recommendation for funding a proposal for Economic Development Administration Revolving Loan Fund (EDA-RLF) financing
- 09-01.20.n Approval of Disbursal of funds in the Fairfield County Economic Development Administration Revolving Loan Fund program (EDA-RLF)

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

**Approval of Establishing a New Debt Service Fund for the note retirement – Carroll Sanitary Sewer Improvement Bond - Utilities**

On motion of Mike Kiger and second of Jon Myers, the Board of Commissioners voted to approve establishing a New Debt Service Fund for the note retirement – Carroll Sanitary Sewer Improvement Bond – Fairfield County Utilities, see resolution 09-01.20.o

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

**Approval of Financial Resolutions**

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

- 09-01.20.p Approval to Ratify previously approved one (1) payments of invoice without appropriate carry-over purchase order - Sheriff
- 09-01.20.q Approval to Ratify previously approved one (1) cash disbursement journal (bill list) Payment of bills – check date 1/16/09
- 09-01.20.r Approval of Warrant and wire for the Airport Note due January 21, 2009
- 09-01.20.s Approval of Payment of Vouchers without appropriate carryover purchase orders - Engineer
- 09-01.20.t Approval of Payment of Vouchers without appropriate carryover purchase orders – Family, Adult & Children First Council
- 09-01.20u Approval of Payment of Vouchers without appropriate carryover purchase orders – Utilities
- 09-01.20.v Approval of attached requests for payments of vouchers without appropriate carry-over purchase orders – MRDD
- 09-01.20.w Approval of attached requests for payments of vouchers without appropriate carry-over purchase orders – Sheriff
- 09-01.20.x Approval of attached requests for payments of vouchers without appropriate carry-over purchase orders – Job & Family Services
- 09-01.20.y Approval of Amended certificate and request for appropriations – Drug Court
- 09-01.20.z Approval of Amended certificate and reduction in estimated receipts 911 Fund - Commissioners
- 09-01.20.aa Approval of Reduction in appropriations – EMA
- 09-01.20.bb Approval of Advance from the General Fund to EMPG - EMA

09-01.20.cc Approval of Advance from the General Fund to the State Homeland Security FY2008 - #2723 - EMA

09-01.20.dd Approval of Fund to Fund transfer – Drug Court

09-01.20.ee Approval of Fund to Fund transfer – General Fund one time allocation – Family, Adult & Children First Council

09-01.20.ff Approval of Account to Account transfer - Maintenance

09-01.20.gg Approval of Account to Account transfer - Engineer

09-01.20.hh Approval to Appropriate from unappropriated – Juvenile Court

09-01.20.ii Approval to Appropriate from unappropriated – Real Estate

09-01.20.jj Approval to Appropriate from unappropriated & pay back advance from the General Fund – EMA

09-01.20.kk Approval to Appropriate from unappropriated – Temporary Advance - EMA

09-01.20.ll Approval to Appropriate from unappropriated – EMA

09-01.20.mm Approval to Appropriate from unappropriated – Engineer

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

#### **Approval of Payment of Bills**

On motion of Mike Kiger and the second of Jon Myers, the Board of Commissioners voted to approve the authorization for payment of bills January 20, 2009, check date January 23, 2009, see resolution 09-01.20.nn

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

#### **Approval of Account to Account Transfer - Engineer**

On motion of Jon Myers and the second of Mike Kiger, the Board of Commissioners voted to approve an account to account transfer for the County Engineer, see resolution 09-01.20.oo

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

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

On motion of Jon Myers and the second of Mike Kiger, the Board of Commissioners voted to approve the payments of vouchers without appropriate carry-over purchase orders – ADAMH, see resolution 09-01.20.pp

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

#### **Review Session**

The Board of Commissioners met at 10:15 a.m. to review correspondence, pending items, and future action items. Commissioners present at the review session were Jon Myers, Mike Kiger and Judith Shupe. Present also were Jason Dolin and Scott Zody.

Mr. Dolin provided an update on several legal issues, stating that he had met with Auditor Barbara Curtiss and Data Processing Chief Randy Carter to discuss records retention, specifically as they relate to e-mails and a recent Ohio Supreme Court case. Mr. Dolin suggested this topic might be good to discuss at the next Quarterly Roundtable meeting. The main issue will be available server space to store the multitude of e-mail that is sent and received by county employees. The other concern is the ability to retrieve e-mails under public records requests without extreme efforts on the part of offices and departments.

Commissioner Shupe asked if this would mean archiving all e-mails, including deleted e-mails, and Mr. Dolin stated that it could, although everyone has a deleted items folder on their desktop. Mr. Zody asked if this would include "spam" e-mails, and Mr. Dolin was not sure.

Mr. Dolin stated he is reviewing an issue related to the proposed Joint Economic Development District (JEDD) for Bill Arnett based on some discussions involving the Village of Canal Winchester. Commissioner Shupe stated that the issue centers on the "majority" language in the agreement and the Revised Code.

Mr. Dolin reported that the closing on the Frear property adjacent to the airport is scheduled for the following week.

The Board directed Mr. Zody to schedule a meeting between the Board and the Public Safety Committee to discuss the report and recommendations submitted by the Committee. The Board approved a request by Mr. Zody to pay dues for his membership to the County Commissioners County Administrators Association.

The Board approved a request to provide an allocation to the Fairfield County Humane society in the amount of \$7500.

The Board directed Mr. Zody to schedule a meeting with Jeff Baird, Dave Scheffler, and Charles Eversole relative to the relocation of Election House Road and Mr. Eversole's former lease to farm county-owned property adjacent to the airport.

### **11:00 a.m. Meeting with Mike Miller and Joe Spybey**

The Board of Commissioners met with Dog Warden Mike Miller and Facilities Manager Joe Spybey to discuss needed repairs at the County Dog Shelter. Commissioners present were Jon Myers, Mike Kiger and Judith Shupe. Also present were Nina Morgan, Staci Knisley, Jason Dolin and Scott Zody.

Mr. Spybey provided an overview of the repair needs, which involve either relining or replacing the existing incinerator. Initially, it was believed that only one of the two chambers needed work, but as they more closely examined the device, it became clear that both chambers were in pretty bad shape and replacement would be more cost effective than repair.

Mr. Spybey has looked at new units and has found one with twice the capacity of the old unit that has twice the expected life span and would be much more energy efficient. Based upon those factors, Mr. Spybey believes the unit would pay for itself through those savings in approximately 3 years.

The existing unit was purchased with a grant through the Solid Waste District, and as long as the cost of repairing the unit is more than 50% of the cost of replacement, they should qualify again for a grant. The county would have to provide a 20% match, and

subtract any trade-in value for the existing unit, but it would still save considerable funding.

Commissioner Myers asked if the new unit would fit in the building, and Mr. Spybey stated that it would, but a new pad would have to be poured and some other work would need to be done, but it is very doable.

The Board directed Mr. Miller and Mr. Spybey to proceed with preparing a grant request.

Mr. Spybey provided the Board with an update on the 2009 Capital Improvements Project list, stating he has been reviewing the bid specification for the Job & Family Services (JFS) window replacement project, and has found that, while there are some benefits to vinyl vs. aluminum windows, it is not a true “apples to apples” comparison, and there are pros and cons to either type.

The one area that can be compared with some accuracy is the type of glass used in the windows, and Mr. Spybey is considering re-doing the bids to specify a higher quality glass, as the original bid called for a older type of glass that is not as energy efficient.

Commissioner Shupe asked if there would be any color difference in the windows, and Mr. Spybey stated that the windows would closely match the roof. Commissioner Myers asked what Mr. Spybey’s recommendation would be, and Mr. Spybey stated that he is not sure how to re-bid with a vinyl vs. aluminum, because of the differences between the two types.

Commissioner Shupe asked if the intent was to exclude one type or the other, and Mr. Spybey stated he would like to offer the option of both, it is just difficult to judge one over the other, but most commercial buildings are utilizing aluminum windows. Mr. Spybey stated it is like trying to compare a Ford truck to a Chevy truck.

Commissioner Myers asked if the local contractor who initiated the complaint about the specifications wants an opportunity to bid, and Mr. Spybey stated that he could have submitted a bid for the aluminum windows, but chose not to, because he believes a vinyl window would be better.

Commissioner Shupe asked if the concerns were limited just to aluminum vs. vinyl, and Mr. Spybey stated that Mr. Derryberry believes the thermal barrier in the aluminum windows is insufficient.

Commissioner Myers suggested bidding the project both ways and see what comes in, and Mr. Dolin suggested having contractors submit bids for both aluminum and vinyl.

Commissioner Myers asked if the Board would need to reject the initial bids, and Mr. Spybey stated that they would, and he believes it will cost approximately \$2,000 to re-do the specs. Commissioner Shupe asked if it might be feasible to have a demonstration of both types of windows, and Mr. Spybey stated that it would be possible to do that.

Mr. Spybey reviewed the 2009 Capital Projects list, stating he has approximately \$2.1 million in needs. Commissioner Shupe asked how much funding is available, and Ms. Knisley stated that after the JFS window project and the telephone project, there should be approximately \$500,000 left for other projects. Commissioner Myers asked if that included the DACO wall, and Ms. Knisley stated it did not.

Commissioner Shupe asked if the quote for the wall would include everything, and Mr. Spybey stated that it included removal of the stone, excavation, repairing the front steps, pouring a footer behind the wall, and replacement of the stone.

Commissioner Shupe asked if the project could be scaled back to just address the part of the wall that is slipping, and Mr. Spybey stated that he could do that. Mr. Spybey stated he could start at the steps and do the steps and everything below that to the Sherman House. Mr. Spybey stated would contact the architect and reconfigure the project and get new cost estimates.

Commissioner Myers asked what is more critical on the Life/Safety items, generators or life/safety, and Mr. Spybey stated they are both critical, but the life/safety items do need addressed.

Mr. Spybey provided some information relative to the former Lancaster Hardware site that is for sale. Commissioner Kiger stated that he had asked Mr. Spybey to research the property and assess it as a possible location to move the Prosecutor's Office and utilize it as a records storage facility. Mr. Spybey stated that the owners are asking \$900,000 for the property, but it is only appraised on the Auditor's website for \$352,000. The Prosecutor is currently leasing space in the Wilson Building for \$60,000 per year, and the County is preparing to invest possibly another \$60,000 per year for records storage. Mr. Spybey estimates a 10 year payback to the County based on acquisition and rehabilitations costs for the facility.

### **State of the County Planning Meeting**

The Board of Commissioners met with Bob Competti of Innerphase Video to discuss assistance with the 2009 State of the County event. Commissioners present were Judith Shupe, Jon Myers and Mike Kiger. Also present were Human Resources Director Aundrea Cordle, Economic Development Director Bill Arnett, and Scott Zody.

Mr. Competti thanked the Board for selecting his firm to work with them on the event, and stated that based upon his discussions with Mr. Zody, he believes that he already has both video and still pictures that would feature many of the topics and subjects the Board is interested in focusing on this year.

Ms. Cordle stated that she envisions something similar to the 2008 State of the City, which was more of a multi-media presentation with speakers, video, and pictures. Mr. Competti asked how previous events were structured, and Commissioner Myers stated that each Commissioner usually spoke for about 10 minutes in conjunction with a PowerPoint slide show. Mr. Competti suggested injecting 2-3 minutes of video for each segment.

Commissioner Shupe stated that the Board needed to develop a theme for this year. Various themes and issues were discussed, including county finances, the economy, emergencies and county response and capital and budgetary planning.

Mr. Arnett stated there are several good news stories from the business community, including the Site Solutions Contractor move and the sale of the Mulberry Street building to Zebco Industries. Ms. Cordle stated the county's assistance to U.S. Corrugated in hiring their new employees would be a good story as well.

The Board decided the over-arching theme for the event would be "Serving Fairfield County", with each segment focusing on different types of service. A draft outline was developed and would be provided to Mr. Competti to begin compiling a presentation in early February.

### **Adjournment**

With no further business to come before the Board, on the motion of Mike Kiger and the second of Jon Myers, the Board of Commissioners voted to adjourn at 1:45 p.m.

Roll call vote on the motion resulted as follows:

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

---

Mike Kiger  
Commissioner

Jon Myers  
Commissioner

Judith Shupe  
Commissioner

---

Scott Zody, Clerk/Manager

**THE NEXT REGULAR MEETING OF THE COMMISSIONERS' IS SCHEDULED FOR  
TUESDAY JANUARY 27, 2009 AT 10:00 A.M.**