

**Regular Meeting #08-03  
Fairfield County Commissioners' Office  
January 22, 2008**

**9:00 a.m. Meeting with Jon Slater**

The Board of Commissioners met with County Treasurer Jon Slater to discuss the county investment portfolio advisor (Productive Portfolio). Commissioners present were Jon Myers, Judith Shupe and Mike Kiger. Also present were Jason Dolin and Scott Zody.

Mr. Slater explained the Productive Portfolio has been the county's adviser since 1995, has done a very good job and has not increased charges to the county in that time period. However, there have been some changes within the company and they are now asking for a rate increase from \$2500 per quarter to \$4300 per quarter. Mr. Slater stated that the market rate for such services is around \$7500 per quarter, and he believes the increase is fair. In addition, the company watches the markets daily and provides monthly reports to Mr. Slater, which is more cost effective than hiring an employee to conduct those functions.

Mr. Slater stated that he would need to appropriate additional funding to cover these increased costs (approximately \$6,000), and would shop around for rates with other advisors, but he did not wish to change at this time. Commissioner Myers stated that retaining an advisor is certainly more cost effective, so long as the county is receiving a benefit from the work. Commissioner Shupe asked if Mr. Slater is satisfied with the company, and he stated that he was very happy with their work. Commissioner Myers asked if there were any local companies offering similar services, and Mr. Slater there were not any he was aware of for public funds management.

Mr. Slater stated that 2007 was a good investment year for the county, and even though the markets are down now, he believes 2008 will be a productive year, but 2009 will likely see a slowdown in the interest earned. Commissioner Shupe stated that sales tax collections should be up this year with the opening of new retail operations in the county.

**Investment Advisory Committee Meeting**

County Treasurer Jon Slater called to order a meeting of the County Investment Advisory Committee. Present were County Treasurer Jon Slater, Commissioner Judith Shupe, and Commissioner Mike Kiger. Also present were Jason Dolin and Scott Zody.

Mr. Slater reported that the total interest earned by county investments for 2007 was \$3.7 million, nearly \$1 million more than originally estimated. Mr. Slater reviewed the Statement of Balance in the Treasury, and the Statement of Interest Earnings for 2007 for the committee. Commissioner Shupe stated that it was not long ago that the county had less than \$1 million in total interest earnings for the entire year, and Mr. Slater confirmed that was the case in 2005. Commissioner Kiger stated that interest rates were very low that year, and asked Mr. Slater if he saw the global market downturn continuing. Mr. Slater stated that he expects additional rate cuts before the situation stabilizes. As a result, the county is looking to secure longer term investments to lock in higher rates.

Mr. Slater reported that he was securing some excellent rates of return locally through certain banks, such as Community Bank. Some of the investments are 50 basis points higher than the State Treasurer's STAR investment accounts.

Commissioner Shupe asked what the interest earning estimate is for 2008, and Mr. Slater stated he believes it will come in a little lower, but near the original 2007 year estimate of \$2.8 million. Commissioner Kiger asked Mr. Slater if it is true that the interest earnings run about 12-18 months behind the stock markets, because that is

what seemed to occur in 2005, and Mr. Slater said that is generally accurate, depending upon settlement dates for certain investments.

On the motion of Mike Kiger and second of Judith Shupe, the committee voted to accept the report on county investments.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Mike Kiger, Judith Shupe, Jon Slater

### **9:30 Meeting with Michael Orlando and Corey Clark**

The Board of Commissioners met with County Job & Family Service Director Michael Orlando and County Child Support Enforcement Administrator Corey Clark for a quarterly update. Present were Commissioners Jon Myers, Judith Shupe and Mike Kiger. Present also were Jason Dolin and Scott Zody.

Mr. Orlando provided an update on the Electronic Data Management System. The system would, if fully implemented create a nearly paperless records system for JFS. Unfortunately, CSEA is the only part of JFS that has funding available to purchase their piece, and cannot use their funds to pay for other portions, such as Child Protective services. Mr. Orlando intends to move forward with the CSEA piece as a pilot, and hopes to implement other pieces as funding becomes available.

Mr. Clark stated that the benefit of the system is scanning and electronic filing to reduce paper and time management. The system will automatically populate electronic forms with a person's information and save countless hours of paperwork and data entry. In addition, it would save more time in records searches.

Mr. Orlando stated that as an agency, JFS made over 4 million paper copies of various records in 2007.

Commissioner Myers asked what the cost of the system would be, and Mr. Orlando stated the total cost of the system is \$1 million, and the CSEA piece would cost \$500,000, which would be paid for utilizing incentive moneys that CSEA has earned over a period of years with the state. The system has been implemented in several counties around the state, and all counties using the system report positive results.

Commissioner Shupe asked how soon the implementation would begin with the system, and Mr. Clark stated he hopes to start next month. Commissioner Shupe asked if an additional \$500,000 could be secured, would the system be adapted for the entire agency, and Mr. Orlando state that would be ideal.

Commissioner Kiger asked if the system included electronic signature capabilities, and Mr. Clark stated that it did, which would be very helpful in reducing paperwork.

Mr. Orlando provided the Board with an update on the Child Protective Services/Adult Protective Services levy efforts, stating that the committee has nearly reached in fund-raising goals and has been receiving positive feedback in the community. Over the past weekend, some members went door-to-door in Pickerington and Violet Township seeking yard sign locations, and Mr. Orlando was very pleased with the response they received. Commissioner Kiger stated that he has been following some of the blogging going on with the issue, and there was a recent positive letter to the editor in the local paper on the levy.

Commissioner Myers asked if the yard signs were ready, and Mr. Orlando stated they are almost finished with the final design, the debate being whether or not to include the number of the issue. Commissioner Kiger stated that he liked having the number of the issue listed; Commissioner Shupe and Commissioner Myers both stated that it would be better not to have the number, in case the levy would fail in March and be placed on the ballot again in November.

Mr. Orlando stated that he is somewhat concerned about the delayed effective date of the levy as currently proposed, as it would be effective in 2009, but the funds would not be collected until 2010. If the levy would happen to fail in March, Mr. Orlando would like to see the effective date moved up one year, if possible.

Mr. Orlando provided a briefing in the JFS merit-based pay raise system, stating that the vast majority of employees rated effective or exceptional, and the system seems to be working, and employee turnover has been reduced.

Mr. Orlando expressed concern relative to building security, especially in the face of three recent incidents with individuals making threats or requiring physical removal from the building, and Judge Mowry has expressed concern relative to the safety of her magistrate that works out of JFS. Commissioner Myers asked if a trained deputy is required, and Mr. Orlando stated that he could utilize private security, but the costs were about the same and he would prefer a deputy. There are alarm systems in place in the building, but an armed presence would serve as a better deterrent.

Mr. Orlando provided notice that the state budget will have continued negative consequences for the citizens his agency serves, due to reduction to the TANF program and other public assistance services.

An update Strategic Plan with a resolution for adoptions will be submitted for consideration soon, and the JFS Employee Recognition Event will be held March 10 at 4:00 p.m. at the Liberty Center.

Mr. Orlando is exploring a partnership with Big Brother/Big Sisters in Pickerington where that organization has a mentoring program with Pickerington Schools. Mr. Orlando believes this could be a preventive program to keep children from becoming at-risk youth.

Commissioner Myers asked if JFS had adequate space in their building, and Mr. Orlando stated that it is somewhat tight, but they have had to let some contract employees go due to some grants running out, so there has been some space freed up, but he would like to try to relocated the Worknet space to a more user-friendly and accessible location. In addition, he is exploring some off-site visitation locations such as the Lancaster Inn or traditional housing settings. Commissioner Myers stated that whatever locations were being considered, long-term viability need to be considered as well. Commissioner Shupe stated that it may be likely the Lancaster Inn site could be used for other development purposes.

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

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, January 22, beginning at 10:00 a.m., with the following Commissioners present: Mike Kiger, Jon Myers and Judith Shupe. Also present were Mary Jane Gard, Aundrea Cordle, Norm Hopkins, Jason Dolin and Scott Zody.

### **Announcements**

Mr. Zody announced that there would be a possible add-on resolution for consideration by the Board at their Review Session.

### **Public Comment**

There were no public comments.

### **Approval of minutes of Tuesday January 22, 2008**

On motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners

voted to approve the minutes for Tuesday January 22, 2008.

Roll call vote of the motion resulted as follows:

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

**Approval of Allowable Weight Reduction on County and Township roads for 2008**

On motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted to approve allowable weight reductions for County & Township roads for 2008, see resolution 08-01.22.a

Roll call vote of the motion resulted as follows:

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

**Approval of Creation of New Fund, Amended Certificate, Update Receipts, and Appropriate from Unappropriated – County Commissioners**

On motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted to approve the creation of a new fund, amended certificate, update receipts, and appropriate from unappropriated, see resolution 08-01.22.b

Roll call vote of the motion resulted as follows:

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

**Approval of updating membership of the Fairfield County Homeland Security Advisory Team**

On motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted to update the membership of the Fairfield County Homeland Security Advisory Team, see resolution 08-01.22.c

Commissioner Myers stated that this is an annual requirement to keep the Team up to date.

Roll call vote of the motion resulted as follows:

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

**Approval of Request for Payment and Status of Funds Report – FY2006 CDBG Formula Program**

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted to approve a request for payment and status of funds report for the FY2006 CDBG Formula Program, see resolution 08-01.22.d

Roll call vote of the motion resulted as follows:

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

**Approval of Amended Certificate, Update Receipts, and appropriated from Unappropriated – County Treasurer**

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted to approve resolutions for the County Treasurer as follows:

08-01.22.e                      Approval of Amended Certificate, Update Receipts, and Appropriate from Unappropriated – County Treasurer

08-01.22f                      Approval of Amended Certificate, Update Receipts, and Appropriate from Unappropriated – County Treasurer

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

**Financial Resolutions**

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

- 08-01.22g Approval of Appropriate from Unappropriated - Engineer
- 08-01.22.h Approval of Amended Certificate & Updated Receipts for Fund 4621, Note Retirement Fund - Engineer
- 08-01.22.i Approval of Appropriate from Unappropriated - Engineer
- 08-01.22.j Approval of Fund to Fund Transfer - County Engineer
- 08-01.22.k Approval of Fund to Fund Transfer - County Engineer
- 08-01.22.l Approval of Fund to Fund Transfer - County Engineer
- 08-01.22.m Approval of Fund to Fund Transfer - County EMA
- 08-01.22.n Approval of Appropriate from Unappropriated - MRDD
- 08-01.22.o Approval of Fund to Fund Transfer - MRDD
- 08-01.22.p Approval of Creation of New Fund, Amend Certificate, Update Receipts, and Appropriate from Unappropriated - Benefits Fund
- 08-01.22.q Approval of Account to Account Transfer – Water District Fund

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

**Approval of Payments of Vouchers Without Appropriate Carry-over Purchase Order**

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted to approve resolutions for the payment of Vouchers without appropriate carry-over purchase orders as follows:

- 08-01.22.r Approval of Payment of Voucher Without Appropriate Carry-over Purchase Order – MRDD
- 08-01.22.s Approval of Change Order for the 2007 Microsurfacing Project – County Engineer
- 08-01.22.t Approval of Payment of Voucher Without Appropriate Carry-over Purchase Order – Commissioners Office
- 08-01.22u Approval of Payment of Voucher Without Appropriate Carry-over Purchase Order – Family, Adult & Children First Council
- 08-01.22.v Approval of Payment of Voucher Without Appropriate Carry-over Purchase Order – ADAMH
- 08-01.22.w Approval of Payment of Voucher Without Appropriate Carry-over Purchase Order – Job & Family Services

## **Payment of Bills**

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted to approve the authorization for payment of bills, January 22, 2008, check date January 25, 2008, see resolution 08-01.22.x

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

Mr. Dolin provided an update on several legal issues he has been working on for the Board. He reported that he continues his work on the Public Records Policy, and should have an updated policy for the Board's review very soon.

Mr. Dolin has developed a draft policy on public comment for the Board's Regular Meetings that will be ready later today. He will provide a copy to Mr. Zody.

Mr. Schwallie provided closing documents for the Board and Mr. Zody to sign relative to the notes that were issued on January 16, 2008 for county airport improvements.

The Board discussed the Fairfield 33 Development Alliance and whether to pay all or more of the Board's pledged contribution of \$150,000 over 5 years this year to help the Alliance implement activities. Commissioner Myers Stated that he would like the Board to discuss the proposal with Bill Arnett prior to acting on the proposal.

Mr. Dolin stated that he has finished reviewing the proposed easement agreement with Rockies Express Pipeline and he believes the agreement is satisfactory; the only question is whether or not the Board agrees with the amount of compensation offered. The Board will take the matter under advisement and review for a decision.

The Board directed Mr. Zody to forward a copy of a letter submitted by Mr. Ed Beery that detailed his public comments at the January 15 Regular Meeting of the Board relative to an obstruction on his client's (James Custer) property. In addition, the Board requested a meeting with County Engineer Frank Anderson to discuss his response to the letter.

The Board approved the payment of annual dues for Mr. Zody to the County Administrator's Association of Ohio, an affiliate of the County Commissioners Association of Ohio.

Commissioner Kiger expressed his concern relative to the Sheriff's Office state mandated training hours for 2008. Commissioner Kiger stated that, back in September at the Budget Retreat, Sheriff Phalen asked for \$65,000 additional appropriation to cover overtime costs to provide 24 hours of training per uniformed officer per state training requirements. The funds were awarded to the Sheriff, and it has recently come to light that the Attorney General reduced the hourly training requirement from 24 hours to 8 hours in October of 2007. Commissioner Kiger stated his concern as to why this issue was not raised sooner.

A memo from Joe Spybey regarding a request from Fairfield Federal Bank to locate an ATM machine at the Liberty Center One-Stop was discussed. Previously, permission had been granted to Fairfield Federal to install a machine, without cost to the county, in

the lobby of the building for public use and convenience. Mr. Spybey discovered that in the meantime, the Deputy Registrar has installed an ATM at his expense in the BWV lobby and did not want another machine competing with his own. The Board directed Mr. Zody to work with Mr. Spybey to see if an alternate location, such as the JFS building or the Hall of Justice would be feasible.

The Board discussed an e-mail received by Richard Totten relative to flooding along Mt. Zion road near Rock Mill Lake. The County SWCD and ODNR would be contacted for further input.

Mr. Zody informed the Board that David Conley with Baird & Assoc. would be meeting with Ed Laramie that afternoon and would be stopping by to try to update the Board individually on potential refinancing opportunities on county debt and consideration of updating the county's debt rating.

### **For the Record**

Mr. Zody reported he has received a request from Gregg Steele, agent for the Petitioners, a request to annex property (6.11 acres) from Violet Township into the Village of Lithopolis. As the request is from a single property owner, it will fall under the Type 2 Expedited process.

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

The Board of Commissioners met at 11:00 a.m. to discuss preparations for the State of the County event scheduled for February 26<sup>th</sup>. Present were Commissioners Jon Myers, Judith Shupe, and Mike Kiger. Present also was Scott Zody.

The Board reviewed with Mr. Zody the presentation provided for the 2007 State of the County, and provided direction with respect to topics for the 2008 presentation. Mr. Zody stated that he has been making contacts with various elected officials and department heads to gather pertinent information to incorporate into the presentation, and would begin working on a rough draft for review.

The Board directed Mr. Zody to obtain updates from the county department heads and elected officials for inclusion in the presentation.

### **Meeting with Jerry Perrigo**

The Board of Commissioners met at 11:45 a.m. with Chief Deputy Jerry Perrigo to discuss training needs for the Sheriff's Office and a request to conduct soil tests at the Liberty Center from the Public Safety Committee. Present were Commissioners Jon Myers, Judith Shupe, and Mike Kiger. Present also were Jason Dolin and Scott Zody.

Deputy Perrigo briefed the Board on the Public Safety Committee's request to proceed with soil tests at the Liberty Center. Deputy Perrigo explained that no matter what would be constructed out at that site, these tests would need to be conducted, and the Liberty Center site is still the preferred site.

Deputy Perrigo stated that his main concern is whether or not the facility would fit on the acreage available at the Liberty Center, and would there be room for sufficient parking.

Regarding the soils tests, the proposal would be to drill 10 holes of varying depth to check soil structure and ensure there are no voids or peat deposits.

Commissioner Myers asked what would follow the tests, and Deputy Perrigo replied that a final decision on a site would need to be made, then preliminary design and architectural drawings would need to be done.

Commissioner Myers stated that the Board has received several inquiries from interested design firms, and the contract would be bid. He suggested the Board and/or the Committee visit Delaware County, where a new safety facility was recently constructed.

Commissioner Shupe stated that a remaining concern is total cost of a facility and how many pods and beds would be initially constructed and how many would eventually be required. Deputy Perrigo replied that the consensus of the Committee is a need to build a facility with a minimum of 440 beds, or two pods, because one pod of 220 beds would be insufficient.

Commissioner Shupe stated that the question that needs addressed first is whether or not to proceed with the soil tests, and Deputy Perrigo stated that is correct. Commissioner Myers stated that he would like to consider the matter further prior to making a final decision.

Regarding training hours, Commissioner Kiger stated that he was concerned because \$65,000 was awarded to the Sheriff's Office at the Budget Retreat to cover what was supposed to be state mandated 24 hours of training for all uniformed personnel. Commissioner Kiger stated that the Attorney General issued a decision in October of 2007 reducing required training hours to 6, yet the Sheriff still wants to retain the \$65,000 and did not inform the Board of these changed circumstances.

Deputy Perrigo stated that the training requirements have been geared to 24 hours for about two years now, but that is not a requirement. There is a need to train their uniformed personnel, because training has been significantly reduced for the past several years due to budget cutbacks. In order to train officers now, they must take them off the road or pay overtime.

Commissioner Kiger asked how much of the costs of training are reimbursed, and Deputy Perrigo stated that a request for \$20 per officer per day has been submitted, for a total reimbursement of \$19,000, but to date nothing has been received.

Commissioner Shupe asked if that covered the entire cost of the training, and Deputy Perrigo stated that it did not. Commissioner Kiger stated that it was his understanding that the difference would be about \$2,000.

Chief Perrigo stated that he cannot see using the funds for anything but training, especially the reimbursement. He stated that it would cost \$65,000 to train everyone. In addition, each deputy that works in the jail is required to have 24 hours of training in 2008.

Commissioner Kiger stated that Deputy Perrigo or Sheriff Phalen should have come to the Board sooner and discussed this issue and explained the changes, instead of the Board finding out about the situation after the fact. Deputy Perrigo agreed and states that he understood the concern.

Commissioner Shupe asked if Deputy Perrigo still believed that they could use the funding for training purposes, and Deputy Perrigo stated that they would like to utilize the funding for the stated purpose.

### **Adjournment**

With no further business to come before the Board, on the motion of Judith Shupe and the second of Mike Kiger, the Board of Commissioners voted to adjourn at 12:00 p.m.

Roll call vote on the motion resulted as follows:

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

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Mike Kiger  
Commissioner

Jon Myers  
Commissioner

Judith Shupe  
Commissioner

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Scott A. Zody, Clerk/Manager

**THE NEXT COMMISSIONERS' REGULAR MEETING IS SCHEDULED TUESDAY  
JANUARY 29, 2008 AT 10:00 A.M.**