

**Regular Meeting #09-04
Fairfield County Commissioners' Office
January 27, 2009**

9:00 a.m. Meeting with Sheriff Dave Phalen

The Board of Commissioners met with County Sheriff Dave Phalen for an update on the Sheriff's Community Watch program. Commissioners present included Judith Shupe, Jon Myers and Mike Kiger. Also present were Sgt. Jarod Collins, Jason Dolin and Scott Zody

Sgt. Collins provided an update on the Community Watch program via a PowerPoint presentation. Sgt. Collins stated that the program was initiated in 2007, borrowing ideas from several other communities across the country. The duties of the Community Watch volunteers include preventative patrols, special event assistance, general citizens assistance, maintaining speed trailers, and conducting community and speed surveys. Performing these duties frees up the regular Sheriff's deputies to focus their time and effort on law enforcement activities.

Commissioner Myers asked what special events the volunteers participated in, and Sgt. Collins stated some of the events included the Lancaster Festival, the Sweet Corn Festival, the Violet Festival, 4th of July events, and several community events. Commissioner Shupe asked if that included the various community carnivals, and Sgt. Collins stated that it did include most of those events.

Sgt. Collins stated that the volunteers go through a rigorous background check and interview process prior to acceptance. Commissioner Shupe asked if training is also provided, and Sgt. Collins stated the volunteers must undergo 40 hours of training, consisting of 4-6 hour sessions over a two-month period, and includes 8 hours riding with a deputy and 16 hours riding with a current Community Watch volunteer. Commissioner Shupe asked if there were any minimum hours of participation for volunteers to maintain their status, and Sgt. Collins stated that there is no fixed standard, but they do request each volunteer provide 16 hours per month.

Commissioner Myers asked if the volunteers must sign a liability waiver, and Sgt. Collins stated that they must do so, and Sheriff Phalen stated the form is very similar to that which civilians must sign to participate in the Sheriff's Ride-along program.

Sgt. Collins stated the training includes CPR, First Aid, Hazmat, community relations, vehicle lock-outs, crime prevention, and radio and vehicle operations.

Some accomplishments highlighted by Sgt. Collins included over 3,000 hours of patrol time all across the county, lock-out assistance, completion of surveys, and helping at special events. In addition, once per month, they ask for volunteers to come in to spend a day assisting the Civil Office with paperwork and filing. Special event assistance includes all parades, the Earth Angel Cruise-in, 4th of July events, Trick or Treat nights, and the November election.

Commissioner Shupe asked if the volunteers always work in pairs, and Sgt. Collins stated that is the policy, and the volunteers are not permitted to go out alone.

Sgt. Collins stated that the total amount of effort by the volunteers was over 4,000 hours by 58 volunteers, and two individuals provided 317 and 316 hours each. Commissioner Myers asked if there were any statistics on crimes prevented, and Sgt. Collins stated he does not have anything specific, but the volunteers do contribute a great deal through their presence and observations they report that get passed on to the detectives and Major Crimes Unit.

Commissioner Kiger asked how many vehicles were assigned to the program, and Sgt. Collins stated there are four vehicles, 3 of which are old cruisers and one that has been

donated by Layman Chevrolet. The volunteers are encouraged to park their vehicles and walk when they are in the villages to better serve and communicate with the public.

Mr. Dolin asked how much the program costs, and if any injuries had been sustained by the volunteers, and Sgt. Collins stated that there have been no injuries and the biggest costs to the program are the uniforms and fuel for the vehicles. Commissioner Myers asked if there were any recognition processes for the volunteers, and Sheriff Phalen stated that he held a picnic for all volunteers, and suggested having some of the volunteers attend the State of the County so they could be recognized. The Board agreed, with the idea of keeping the numbers limited. Commissioner Kiger asked if the Sheriff's Office had any pictures from the recent wind storm, and Sgt. Collins stated that he did not have any, but would check and see if they have any.

9:30 Meeting with Patty Bratton

The Board of Commissioners met with Patty Bratton of the Lancaster-Fairfield Community Action to discuss a pending recycling grant to the Department of Natural Resources. Commissioners present included Judith Shupe, Jon Myers and Mike Kiger. Also present were Jason Dolin and Scott Zody

Ms. Bratton stated that she has been working with staff from the Division of Recycling & Litter Prevention on a grant for new trucks and recycling containers, but the Division has advised dropping the containers and only applying for the trucks to haul the containers. Last year, Community Action recycled 2,084 tons of material, an increase of over 200 tons from 2007.

Commissioner Shupe asked about the proposed funding formula change being discussed by the joint solid waste district, and Ms. Bratton stated she is opposed to the change, as it would adversely affect the agency's commercial cardboard recycling efforts. Commissioner Shupe stated that at some point, the Board must make their position known to the solid waste district joint board. Ms. Bratton suggested that sooner is better, and the Board must obtain support from other counties.

Commissioner Shupe stated that the district has over \$5million in its account, and should really focus on spending that down somewhat and increasing recycling efforts, including the commercial cardboard aspect. Commissioner Myers stated that he had just dropped off a load of cardboard at one of the container sites the other day.

Ms. Bratton stated there is a real need to replace some of their vehicles, especially one old truck that has cost the agency nearly \$13,000 in repairs this past year. The new trucks would also allow the agency to expand recycling in Violet Township and Rushville/Rushcreek Township.

Commissioner Myers asked how much the trucks would cost, and Ms. Bratton stated to total cost would be \$113,000, with Community Action providing \$37,000 of that as match. Commissioner Myers asked if copper was still high in demand, and Ms. Bratton stated the costs had gone down from around \$3 per pound to about \$1 per pound, and aluminum had also decreased from around \$.70 per pound to around \$.30 per pound.

Ms. Bratton stated she is very concerned about the funding structure changes being proposed by the solid waste district, and Commissioner Shupe stated that she believes the formula is fair the way it is, and Commissioner Kiger stated that he believes commercial recycling should be optional for each individual county. Commissioner Shupe stated each county should not have to keep going to the solid waste district each year for approval of its program if they are working, and the funding formula is based both on per capita and tonnage if there is a landfill in the county.

Commissioner Myers stated that the Joint Board of Commissioners votes on the policy, and Commissioner Shupe stated it is up to the Board to convince some of the other County Commissioners to side with them.

10:00 a.m. Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, January 27, beginning at 10:00 a.m., with the following Commissioners present: Jon Myers, Mike Kiger and Judith Shupe. Also present were Ritta Seitz, Jason Dolin and Scott Zody.

Announcements

Mr. Zody announced there was one potential add-on resolution dealing with Meals on Wheels grants for the Board's consideration during the Review Session.

Public Comment

There were no public comments.

Approval of minutes of Tuesday January 20, 2009

On motion of Mike Kiger and second of Jon Myers, the Board of Commissioners voted to approve the minutes for Tuesday, January 20, 2009.

Roll call vote of the motion resulted as follows:

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

Approval of the 2009 ODNR-DRLP Community Development grant application

On motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to approve the 2009 ODNR-DRLP Community Development grant application, see resolution 09-01.27.a

Roll call vote of the motion resulted as follows:

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

Approval of addendum to the infrastructure wiring project – Claypool Electric

On motion of Mike Kiger and second of Jon Myers, the Board of Commissioners voted to approve an addendum to the infrastructure wiring project – Claypool Electric, see resolution 09-01.27.b

Roll call vote of the motion resulted as follows:

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

Approval of a Board of Commissioner allocation to the Fairfield County Humane Society, 2009

On motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to approve an allocation to the Fairfield County Humane Society, see resolution 09-01.27.c

Roll call vote of the motion resulted as follows:

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

Approval of a Contract for the FY2008 Community Development Block Grant (CDBG) Agreement for Administrative Services – CDC of Ohio

On the motion of Mike Kiger and second of Jon Myers, the Board of Commissioners voted to approve a Contract for the FY2008 Community Development Block Grant (CDBG) Agreement for Administrative Services – CDC of Ohio, see resolution 09-01.27.d

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 – CDBG FY2007 Fairfield County, Village of Sugar Grove Waterline Replacement Project, Phase II

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 4th Floor Alterations Project, see resolution 09-01.27.e

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

Approval of Federal Medicaid and Federal Food Stamp match certification- Job & Family Services

On motion of Mike Kiger and second of Jon Myers, the Board of Commissioners voted to approve Federal Medicaid and Federal Food Stamp match certification- Job & Family Services, see resolution 09-01.27.f

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

Approval of Appointment of an Apiary Inspector for Fairfield County- 2009

On motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to approve the appointment of an Apiary Inspector for Fairfield County for 2009, see resolution 09-01.27.g

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

Approval of roof repair contract resolutions for the County Commissioners

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

09-01.27.h Approval of a contract between the Fairfield County Commissioners and Garland Company for repairs to the Fairfield County Job & Family Service roof wall panels

09-01.27.i Approval of a contract between the Fairfield County Commissioners and Garland Company for repairs to the Fairfield County Hall of Justice roof

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

Approval of Contract resolutions for the County Engineer

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

09-01.27.j Approval of a Contract with BUDS, Inc. for the CLE-26 FAI-CR75-2.515 Oakland-Stoutsville Road over a tributary of Salt Creek Bridge Replacement project - Engineer

09-01.27.k Approval of Notice of Commencement for the CLE-26 FAI-CR75-2.515 Oakland-Stoutsville Road over a tributary of Salt Creek Bridge Replacement project - Engineer

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

Approval of Engineer resolutions

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

- 09-01.27.l Approval of Change Order for the FAI-CR17-6.44 Pleasantville Road NW Drainage Improvement Project - Engineer
- 09-01.27.m Approval of advertising for the 2009 Spraying for Weed Control project – Engineer
- 09-01.27.n Approval of Allowable Weight Reductions on County & Township Roads for 2009 - Engineer
- 09-01.27.o Approval of scheduling annual Township Trustee Meetings - Engineer

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

Approval of IV-D Contract between the Fairfield County Job & Family Services, Child Support Enforcement Agency and Brian Morabito, provider

On the motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to approve a IV-D Contract between the Fairfield County Job & Family Services, Child Support Enforcement Agency and Brian Morabito, provider, see resolution 09-01.27.p

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

Approval of Purchase of one (1) vehicle – Fairfield County Juvenile Court

On motion of Mike Kiger and second of Jon Myers, the Board of Commissioners voted to approve to purchase one (1) vehicle for the Fairfield County Juvenile Court, see resolution 09-01.27.q

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

Approval of Electric Line Right-of-Way Easement – South Central Power

On the motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to approve an electric line right-of-way for South Central Power, see resolution 09-01.27.r

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

Approval of Financial Resolutions

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

09-01.27.s	Approval of Payment of Voucher without appropriate carryover purchase order – Family, Adult & Children First Council
09-01.27.t	Approval of Payment of Vouchers without appropriate carryover purchase orders – Engineer
09-01.27.u	Approval of Payment of Vouchers without appropriate carryover purchase orders – Commissioners
09-01.27.v	Approval of Payment of Vouchers without appropriate carryover purchase orders – Job & Family Services
09-01.27.w	Approval of reduction in Appropriations – Regional Planning Commission
09-01.27.x	Approval of reduction in appropriations and estimated receipts – Clerk of Courts
09-01.27.y	Approval of reduction in appropriations – Furtherance of Justice Fund
09-01.27.z	Approval of reduction in appropriations – MUNIS Fund - Auditor
09-01.27.aa	Approval of Memo Expenditure – Job & Family Services
09-01.27.bb	Approval of Memo Expenditure – Job & Family Services
09-01.27.cc	Approval to Amend Certificate, update the receipt line item, appropriate from unappropriated – fund to fund transfer - Airport
09-01.27.dd	Approval to Amend Certificate, update the receipt line item, appropriate from unappropriated – fund to fund transfer - Airport
09-01.27.ee	Approval to Amend Certificate, update the receipts – Airport Hangar Debt Consolidation Fund
09-01.27.ff	Approval to Amend certificate and lower appropriations – Utilities Fund
09-01.27.gg	Approval of Amended Certificate, transfer increase and reduction of appropriations – Victims Assistance Grant Fund - Prosecutor
09-01.27.hh	Approval of Amended Certificate, transfer increase and reduction of appropriations – Victims of Crime Act Grant Fund - Prosecutor
09-01.27.ii	Approval to Amend Certificate, update receipts, reduction in appropriations & repayment of an advance - EMA
09-01.27.jj	Approval to Amend Certificate, update the receipt line item, appropriate from unappropriated – CDBG Fund - Commissioners
09-01.27.kk	Approval to Amend Certificate & update receipts – Recorder Equipment Fund
09-01.27.ll	Approval of Account to Account transfer - ADAMH
09-01.27.mm	Approval of Account to Account transfer – Adult Probation
09-01.27.nn	Approval of Account to Account transfer – Economic Development
09-01.27.oo	Approval of Account to Account transfer – General Fund
09-01.27.pp	Approval of Account to Account transfer – Sheriff – Concealed handgun license fund

09-01.27.qq Approval of Account to Account transfer – Sheriff – Police revolving fund

09-01.27.rr Approval of Account to Account transfer – Sheriff – General Fund

09-01.27.ss Approval of Account to Account transfer – Board of Elections

09-01.27.tt Approval of Account to Account transfer – Domestic Relations Court

09-01.27.uu Approval of Account to Account transfer & appropriate from unappropriated – Youth Services

09-01.27.vv Approval of Account to Account transfer – Commissioners

09-01.27.ww Approval of Account to Account transfer - Engineer

09-01.27.xx Approval of Account to Account transfer – Soil & Water

09-01.27.yy Approval of Account to Account transfer – General Fund EAP

09-01.27.zz Approval of Account to Account transfer - Airport

09-01.27.aaa Approval to Appropriate from Unappropriated – Family, Adult & Children First

09-01.27.bbb Approval to Appropriate from Unappropriated – Economic Development

09-01.27.ccc Approval to Appropriate from Unappropriated – Adult Probation

09-01.27.ddd Approval to Appropriate from Unappropriated – Commissioners Revolving Loan Fund

09-01.27.eee Approval to Appropriate from Unappropriated – Commissioners CDBG Revolving Loan Fund

09-01.27.fff Approval to Appropriate from Unappropriated & Fund to Fund transfer – Flexible Spending

09-01.27.ggg Approval to Appropriate from Unappropriated – GIS

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

Approval of Payment of Bills

On motion of Jon Myers and the second of Mike Kiger, the Board of Commissioners voted to approve the authorization for payment of bills January 27, 2009, check date January 30, 2009, see resolution 09-01.27.hhh

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

Approval of Account to Account Transfer – Common Pleas Court

On motion of Mike Kiger and the second of Jon Myers, the Board of Commissioners voted to approve an account to account transfer for the Common Pleas Court, see resolution 09-01.27.iii

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

Review Session

The Board of Commissioners met at 10:20 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. Also present were Jason Dolin and Scott Zody.

Mr. Dolin provided an update on several legal issues, stating that the closing on the Frear property for the county airport is scheduled for later in the day. Mr. Dolin provided Mr. Zody with feedback and review on a proposed amendment by Rockies Express to one of the easements for their high-pressure natural gas transmission pipeline that crosses county-owned property at the county airport.

Approval of grant awards, Older Adult Services levy

On the motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to approve grant awards to various county senior citizens groups from the Older Adult Services levy funds, see resolution 09-01.27.jjj

Roll call vote on the motion resulted as follows:

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

Review, cont.

The Board discussed a travel request from Facilities Manager Joe Spybey to attend a Building Show in Indianapolis. Commissioner Kiger asked if there was a similar show in Ohio that Mr. Spybey could attend, and the Board decided to discuss the request with Mr. Spybey at their 11:00 meeting with him.

The Board discussed an upcoming meeting with the county Public Safety Committee to discuss next steps on a Public Safety facility. Commissioner Shupe stated that David Conley has advised her that the Board should be submitting additional information to the Governor's Office relative to requesting Federal stimulus aid, as decisions on funding should be made soon. Mr. Conley suggests submitting a "White Paper" that would outline the general concepts of the facility, and Commissioner Shupe suggested sending a letter of proposal out to all the interested architectural firms that have been in contact with the committee to solicit proposals and bids, along with concept drawings. Most of the firms have copies of the Needs Assessment and Site Analysis to use for facility details. Commissioner Shupe suggested sending letters out as soon as possible and ask for responses by early February. Mr. Zody stated that it would be unrealistic to expect much response in a week's time, and Mr. Dolin suggested he and Mr. Zody work to put together a pre-bid meeting to invite interested parties to attend where all questions could be answered prior to firms submitting proposals or bids.

The Board discussed a request from Fairfield County MRDD Superintendent John Pekar to appoint Debra Buccilla to fill the unexpired term of Board member David Poston, who recently resigned. The Board directed Mr. Zody to prepare a resolution approving the appointment.

11:00 a.m. Meeting with Joe Spybey

The Board of Commissioners met at 11:00 a.m. with Facilities Manager Joe Spybey to discuss the Courthouse smokestack and other facility projects. Commissioners present were Judith Shupe, Jon Myers, and Mike Kiger. Also present were Jason Dolin and Scott Zody.

Mr. Spybey stated the old smokestack, which is no longer used or needed, is rapidly deteriorating and he would like the Board's permission to dismantle it. He has solicited bids from various local contractors and has received a low proposal of \$20,000 from Henry Brothers. Commissioner Myers asked how the exhaust from the new boilers is

vented, and Mr. Spybey stated there is much less exhaust from the new boilers, and it requires a much smaller vent, which is in place.

Commissioner Myers asked if there was funding available in the current Facilities budget, and Mr. Spybey stated that he had funding to cover the costs. Mr. Dolin asked how old the smokestack is, and Mr. Spybey stated that he believes the stack was constructed in the 1950's as part of a renovation project, and was not considered a historic structure.

Mr. Spybey stated that he had visited the former Lancaster Hardware facility and looked the building over. He believes the building would be more than adequate to house the Prosecutor's Office on the first floor, with room for expansion on the second floor, and use the basement for records storage.

Commissioner Myers asked if a person would be needed to staff the records room, and Mr. Spybey stated that he believes something could be worked out with the Prosecutor's Office in that regard, since access to the basement would have to be through their office. Commissioner Myers asked if the Culligan Building across the street would also be worthy of consideration, and Mr. Spybey stated that building is not in as good of shape as the Hardware building, and there are other tenants in the building, including a bar.

Mr. Spybey stated the Wilson Building, where the Prosecutor is currently housed, is too small and the rent is excessive (\$60,000 per year). The Hardware building offers more space and has approximately 20 parking spaces, which would free up space in the Chestnut Street lot to produce revenue.

Commissioner Shupe asked what the appraised value of the property is, and Mr. Spybey stated the Auditor has the site appraised at \$352,000, but the asking price is significantly higher. Commissioner Shupe asked what remodeling/refurbishing the building would cost, and Mr. Spybey estimated the cost is the \$400,000 range.

Mr. Spybey briefed the Board on the clock tower in the Job & Family Services building. The tower has 4 clock faces, each run by an independent mechanism, and the North face has failed. Mr. Spybey has found a vendor that would replace the 4 independent units with one digital unit for about \$8500. The cost just to fix the North side mechanism would be approximately \$4,000, so Mr. Spybey recommended the replacement option.

The Board discussed Mr. Spybey's travel request to go to Indianapolis for a building show. Commissioner Kiger asked if there was an alternate show closer to Lancaster, and Mr. Spybey stated that there used to be a similar show in Ohio, but it is no longer held. He attended the show in Pittsburgh last year – the show focuses on new technology and equipment for building management.

11:30 a.m. State of the County Planning Meeting

The Board of Commissioners met to discuss the upcoming State of the County event. Commissioners present were Judith Shupe, Jon Myers, and Mike Kiger. Also present were Aundrea Cordle, Bill Arnett, and Scott Zody.

The group reviewed a draft outline prepared by Mr. Zody and discussed additional themes and subjects to add to the presentation. Mr. Zody stated that he will be forwarding numerous photographs from 2008 events to Bob Competti, who is providing audio-visual assistance for the presentation, as well as some power point presentations from the Sheriff's Office and EMA.

Mr. Zody will update the outline and forward to the group and Mr. Competti, and will meet with Mr. Competti to start putting the presentation together based upon the outline. The Commissioners will start working on their speaking points/narrative for the presentation.

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 12:15 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 FEBRUARY 3, 2009 AT 10:00 A.M.**