

**Regular Meeting #07-32
Fairfield County Commissioners' Office
July 24, 2007**

8:30 a.m. Meeting with Michael Orlando, JFS Director – Quarterly Update

The Board of Commissioners met at 8:30 a.m. with Michael Orlando, the Director of Fairfield County Job and Family Services for a quarterly update with the following Commissioners present: Mike Kiger, Jon Myers and Judith Shupe. Also present was: Staci Knisley. Mr. Orlando reported that Children Services would be called Child Protective Services and submitted a resolution for July 31st meeting approving the name change. State mandates involve the serious cases of children. Community and Public Education awareness will be done. Child Protective Services duties are for the alleged abused, neglected or dependent children. Commissioner Myers asked what the State's theory on this was. Mr. Orlando reported that the County can not do everything and has mandated their primary focus to be on the alleged abused, neglected or dependent children. Commissioner Myers asked how this might affect the future levy. Mr. Orlando reported that it might help. The Children Services levy was voted down. Commissioner Myers asked if this change of name would be a cost change. Mr. Orlando reported no, administrative name changes wouldn't be completed until new items were needed, such as letterhead and envelopes. Mr. Orlando reported on his Hot Zone Committee. The only negative responses from the public are that the county's carry-over cash should be used for Child Protective Services. The Hot Zone Committee will make a presentation at the next Round Table, Thursday, August 30th. Mr. Orlando reported that Fairfield County Child Protective Services could be selected as an Alternative Response Pilot Program from the Ohio Supreme Court. Mr. Orlando reported that \$500,000 could be given. Mr. Orlando would like a letter of support for his department. Mr. Orlando reported that Adult Protective Services referrals have doubled. These are adults that have been abused, neglected or exploited. Mr. Orlando is requesting from Meals on Wheels/Older Adult Agency for \$170,000, the agency was last given \$ 50,000. He will have documentation and present it at this week at their meeting. Mr. Orlando reported that if the additional funding didn't come through that it may be added to their levy. Mr. Orlando reported that they sometimes have 16-17 referrals of adults per day. 10% of the levy would support Adult Protective Services. Commissioner Myers asked, what kind of cases were we getting. Mr. Orlando presented a spreadsheet for the record with the statistics. Self neglect is a problem and Adult Protective Services has 150-200 cases that are still active. Mr. Orlando reported that Lancaster Glass Corporation received the Trade Adjustment Act from the United States Department of labor. This act extends unemployment benefits up to a year and a half. The act is given if the corporation can prove that jobs went over seas. Mr. Orlando reported that he has an update to the agency's Strategic Plan. He will be submitting a resolution for once plan is completed. Mr. Orlando reported that the agency will be in 9 upcoming parades. Mr. Orlando reported an update on the Reality House that was purchased by Affordable

Homes, who is leasing to Fairfield County Job and Family Services. Heather O'Keefe has led the progress for the Reality House grant. Four Students have graduated and went to college. Five new 15-17 year olds will live there in the fall. One staff member supervises staff and teaches them life skills. The grant pays for full-time staff at the house. Mr. Orlando reported that he was happy to have the Child Advocacy Center. Mr. Orlando reported that he has had recent separations. If he is not happy with the employee, he will tell the employee and instead of going through the termination process most will terminate themselves about 50% of the time. Mr. Orlando reported that he is interested in the Electronic Data Management System. The agency spends hundreds of thousands dollars on paper and copy machines. To purchase the system it would cost approximately \$ 500,000. It would be a cost savings. He is also interested in paying a portion of the county's organized imaging system, if one is purchased. Mr. Orlando reported that he will be replacing attorneys and an administrative assistant. He submitted resolutions for the attorneys for next week's agenda. Mr. Orlando presented the 2008-2009 Biennial Budget Summary, HB 119 as signed by the Governor for the record. There were no substantial cuts, a small increase in child welfare. Mr. Orlando reported on Child Protective Services. There are 200 Foster homes in Fairfield County. Only 12 of these homes are Fairfield County. The other 178 are network homes that are children from other counties.

9:15 a.m. Meeting with Robin Siegler re: 343 Lincoln Avenue property

The Board of Commissioners met at 9:15 a.m. Robin Seigler regarding the property at 343 Lincoln Avenue with the following Commissioners present: Mike Kiger, Jon Myers and Judith Shupe. Also present was: Staci Knisley, Melinda Marion, Barry Walters and Joseph Spybey. Mr. Siegler presented a business plan for the lease of the Car Wash that is currently located at 343 Lincoln Avenue. The current lessee Mr. Jeffrey Logue has terminated his lease with the Board of Commissioners. Mr. Siegler's sister Melinda Marion and Barry Walters will be assisting him in running the business of the car wash. He would like to add more services such as detailing vehicles and scheduling vehicles to be picked up and the clients would be dropped off at work or their destination. Mr. Walters would also do a glass window tinting. Ms. Marion would serve as the manager. She was the manager with Mr. Logue's carwash. Mr. Siegler would like to re-negotiate the lease. Commissioner Myers asked Mr. Siegler to meet with Joe to discuss any maintenance and projects on the carwash property. Commissioner Myers asked that Mr. Siegler talk to the owner of the current equipment to make sure leasing the equipment is available. Commissioner Myers reported that the Board has not made a decision on whether the property should be leased or may be sold. That would be discussed at a later date. Commissioner Myers reported that a short-term lease could be possible. Commissioner Myers reported that the Board of Commissioners would ask the Prosecutor's office to look over insurance and lease requirements.

10:00 a.m. Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, July 24, beginning at 10:00 a.m., with the following Commissioners present: Mike Kiger, Jon Myers and Judith Shupe. Also present was: Staci Knisley, Carl Burnette, Bill Arnett, Roy Hart, Joseph Spybey, and Jason George.

Announcements

Monday, July 23rd, Resolution 07-07.24.b was asked by Susan Price, of Peck Shaffer to be removed. Added to the agenda was Resolution 07-07.24.y, Approval of the Trane Contract, installation of HVAC equipment for county facilities.

Public Comment

There were no public comments.

Approval of minutes of Tuesday, July 17, 2007

On motion of Jon Myers and second of Judith Shupe, the Board of Commissioners voted to approve the minutes for Tuesday, July 17, 2007.

Roll call vote of the motion resulted as follows:

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

Approval of authorizing a Master Equipment Lease-purchase and sublease purchase agreement with National City Equipment Finance and Fairfield Medical Center for the acquisition of various hospital facilities, authorizing acquisition Schedule 1 under the agreement for the acquisition of certain equipment; and authorizing other documents in connection with such transaction

On motion of Judith Shupe and second of Jon Myers, the Board of Commissioners voted to approve the a Master Equipment Lease-purchase and sublease purchase agreement with National City Equipment Finance and Fairfield Medical Center for the acquisition of various hospital facilities, authorizing acquisition Schedule 1 under the agreement for the acquisition of certain equipment; and authorizing other documents in connection with such transaction ;see resolution 07-07.24.a

Jason George, attorney from Peck Shaffer reported that this was a tax-exempt lease for energy conservation equipment and revenues from Fairfield Medical Center will pay for all obligations. There are no obligations to the County.

Roll call vote of the motion resulted as follows:

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

On motion of Jon Myers and second of Judith Shupe, the Board of Commissioners voted to approve the following resolutions submitted from the Fairfield County Engineer:

- 07-07.24.c Approval of contract with C&C Contractors, LLC for the 2007 Chip & Seal Project – Fairfield County Engineer
- 07-07.24.d Approval of Notice of Commencement – C & C Contractors – 2007 Chip & Seal Project– Fairfield County Engineer
- 07-07.24.e Approval of contract with Terry Asphalt materials, Inc for the 2007 Microsurfacing Project – Fairfield County Engineer
- 07-07.24.f Approval of Notice of Commencement – Terry Asphalt Materials, Inc – 2007 Microsurfacing Project – Fairfield County Engineer
- 07-07-24.g Approval of contract with Phillip Leitnaker construction for the Blacklick Road NW Profile Improvement Project – Fairfield County Engineer
- 07-07.24.h Approval of Notice of Commencement – Phillip Leitnaker construction – Blacklick Road NW Profile Improvement Project – Fairfield County Engineer
- 07-07.24.i Approval of contract with Shaw & Holter, Inc for the Stonecreek Drive over a Tributary of Blacklick Creek Bridge Replacement Project – Fairfield County Engineer
- 07-07.24.j Approval of Notice of Commencement – Shaw & Holter Inc – Stonecreek Drive over a Tributary of Blacklick Creek Bridge Replacement Project – Fairfield County Engineer

Roll call vote of the motion resulted as follows:

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

Approval of vacating a part of a public road, an alley in or near the unincorporated village of Greencastle

On motion of Jon Myers and second of Judith Shupe, the Board of Commissioners voted to approve the vacation of an alley in or near the unincorporated village of Greencastle; see Resolution 07-07.24.k

Roll call vote of the motion resulted as follows:

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

Approval of Award of bid to Claypool Electric, Inc for the Liberty Center Lighting & Fiber Project – Fairfield County Maintenance/Data Processing

On motion of Jon Myers and second of Judith Shupe, the Board of Commissioners voted to approve the bid award to Claypool Electric, Inc for the Liberty Center lighting and fiber project; see Resolution 07-07.24.l

Joseph Spybey reported that Frazier Electric bid also, but overall Claypool Electric, Inc had a bid \$35,000 lower.

Roll call vote of the motion resulted as follows:

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

Approval of Saddlebrook Farms Section 2, Phase 1 Conditional Acceptance – Fairfield County Regional Planning

On motion of Judith Shupe and second of Jon Myers, the Board of Commissioners voted to approve the Saddlebrook Farms, Section 2, Phase 1 Conditional Acceptance for Fairfield County Regional Planning Commission; see resolution 07-07.24.m

Roll call vote of the motion resulted as follows:

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

Approval of Fairfield County Revolving Loan Fund Loan Review Committee's recommendations for funding a proposal for Economic Development Administration Revolving Loan Fund financing

On motion of Jon Myers and second of Judith Shupe, the Board of Commissioners voted to approve the recommendations for funding a proposal for Economic Development Administration Revolving Loan fund financing; see resolution 07-07.24.n

Bill Arnett reported that this was the C& C Advantage project for \$70,000. It will create 2 new jobs and retain jobs. The Revolving Loan Fund balance for the next 2 months is \$23,000.

Roll call vote of the motion resulted as follows:

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

Approval of disbursal of funds in the Fairfield County Economic Development Administration Revolving Loan Fund program

On motion of Judith Shupe and second of Jon Myers, the Board of Commissioners voted to approve the disbursement of funds for the Fairfield County Economic Development Administration Revolving Loan Fund program; see resolution 07-07.24.o

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

APPROVAL OF FINANCIAL RESOLUTIONS

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

- 07-07.24.p Approval to rescind resolution 07-07.17.s, account to account transfer – Fairfield County Emergency Management Agency
- 07-07.24.q Approval of account to account transfer – Older Adult Services Levy Fund 2617
- 07-07.24.r Approval of fund to fund transfer & appropriate from unappropriated – General Fund transfer – Maintenance Capital Projects – Perm/Capital Improvement Funds # 3435 & # 3700
- 07-07.24.s Approval of appropriate from unappropriated – Adult Community Based Corrections – Fairfield County Adult Probation
- 07-07.24.t Approval of account to account transfers – Adult Community Based Corrections - Fairfield County Adult Probation
- 07-07.24.u Approval of appropriated from unappropriated – Fairfield County Family, Adult and Children First Council
- 07-07.24.v Approval of a request for temporary advance from the General Fund – Fairfield County Juvenile Court/Family Drug Court
- 07-07.24.w Approval of payment of a voucher without an appropriate carry-over purchase order – Fairfield County ADAMH Board

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

Approval of the payment of bills

On motion of Judith Shupe and second of Jon Myers, the Board voted to approve the payment of bills, for the check date of July 27, 2007; see resolution 07-07.24.x

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

Approval of Trane Contract – HVAC equipment and installation at county facilities – Fairfield County Maintenance

On Motion of Judith Shupe and second of Jon Myers, the Board voted to approve the Trane contract for the HVAC equipment and installation; see resolution 07-07.24.y

Joseph Spybey reported that this was a capital improvement project update, monies have been set aside. Trane was under state bid pricing, contract is \$753,646 under the original estimate of \$ 798,000.

Commissioner Myers reported that carryover balances with capital/permanent improvements have been delayed.

Commissioner Shupe that carryover cash would be used for many more capital improvement projects.

Joseph Spybey reported that \$967,000 in roof repairs will begin and \$300,000 will be for life safety improvements.

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 10:25 a.m. to review correspondence, pending items, and future action items. Present at the review session were Mike Kiger, Jon Myers, Judith Shupe, Carl Burnett, Joseph Spybey and Staci Knisley.

Joseph Spybey gave an update on the Mambourg lodge. Mrs. Mambourg claims items have been coming up missing. Mr. Spybey will go over his inventory list of the house and cross-check the items.

10:55 a.m. Meeting with Becky Edwards, Family Adult & Children First

The Board of Commissioners met with the Becky Edwards, the Director of Family, Adult Children First Council for an update. Present at this meeting were Mike Kiger, Jon Myers, Judith Shupe, Becky Edwards and Staci Knisley. Mrs. Edwards reported on House bill 289. The bill assigns the Board of commissioners to be responsible for a community plan. The goal is to provide the services and that they are all addressed.

The Council recommends better patient education programs. Mrs. Edwards reported that there is a new provision in the bill regarding attendance. Mrs. Edwards reported that the Out of Home placement fund of \$100,000 that was given at the Budget Retreat would be in the negative at the end of calendar year 2007. The benefit to the County for this fund is that the cost would be double if all other agencies were involved. The County is responsible for the youth to adult transition and in housing facilities until 18 years of age. Mrs. Edwards reported that there are 54 families in the Cluster, early childhood age to adolescence. Commissioner Shupe asked if the council had any comments on the Meals on Wheels/Older Adult levy. Mrs. Edwards responded that there was lack of consistency and has heard concern from other agencies.

11:15 a.m. Meeting with Barb Curtiss & Marilyn Steiner re: grant information for Storage Facility

The Board of Commissioner met with Barbara Curtiss, Fairfield County Auditor and Marilyn Steiner from the Fairfield County District Library with the following members present: Mike Kiger, Jon Myers and Judy Shupe. Also present was: Roy Hart, Joseph Spybey and Staci Knisley. Ms. Curtiss reported that the Ohio Department of Development has a \$1,000,000 collaborative grant for governments. The grant is for a storage facility. The Fairfield County District Library Board approves the collaborative effort with the Auditor's office. Ms. Curtiss is waiting on the State to respond whether they would consider the library as an approved collaborative government. Ms. Curtiss asked the Board for permission to pursue the grant for a feasibility study for the storage facility, and if we aren't granted would the Board consider paying for the feasibility study with a portion paid by the library. Mr. Spybey reported that the study would approximately cost \$ 6,000 - \$ 8,000. Ms. Curtiss reported that we currently have 13,000 square feet of files and by 2010 we could have 19,000 square feet. Commissioner Myers asked what the Library's portion. Ms. Curtiss reported that after the feasibility study is completed, the Library's portion will be decided. The Board agreed to consider paying for the feasibility if the grant was not approved. Ms. Curtiss reported that staff is not necessary, the genealogical society offered.

Executive Session

On motion of Jon Myers, second of Judith Shupe the Board of Commissioners voted to go into executive session at 11:40 a.m. to discuss real estate property.

Roll call vote of the motion resulted as follows:

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

On motion of Judith Shupe, second of Jon Myers the Board of Commissioners voted to go out of executive session at 12:00 p.m. No official action was taken.

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

12:00 p.m. – Meeting with Joseph Spybey, Facility Manager

The Board of Commissioners met with the Joe Spybey regarding an update on roofing projects with the following members present: Mike Kiger, Jon Myers and Judith Shupe, Also present was: Staci Knisley. Mr. Spybey gave an update on the county facilities roofing project. The Board recommended Mr. Spybey to proceed, except with the Railroad roofing project. Mr. Spybey reported that he would re-price the roofing and repairs for the Railroad building.

Adjournment

With no further business to come before the Board, on motion of Jon Myers and on the second of Judith Shupe, the Board of Commissioners voted to adjourn the meeting at approximately 12:15 p.m. Roll call vote of the motion resulted as follows: Voting aye thereon: Jon Myers, Judith Shupe and Mike Kiger.

Mike Kiger
Commissioner

Jon D. Myers
Commissioner

Judith K. Shupe
Commissioner

Staci A. Knisley, Interim Clerk/Manager

**THE NEXT REGULAR COMMISSIONERS' MEETING IS SCHEDULED TUESDAY,
JULY 31, 2007 AT 10:00 A.M.**