

**Regular Meeting #07-29  
Fairfield County Commissioners' Office  
July 3, 2007**

**9:00 a.m. Viewing of Campground Road Bridge Improvement Project**

The Board of Commissioners met at 9:00 a.m. to view the Campground Road bridge improvement project. Present at the viewing were Commissioners Mike Kiger and Judy Shupe and Eric McCrady, Frank Anderson, and Deputy Feyko. Commissioner Jon Myers was on vacation on July 3, 2007.

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

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, July 3, beginning at 10:00 a.m., with the following Commissioners present: Mike Kiger and Judy Shupe. Also present was: Carri Brown.

**Announcements**

Carri Brown reported that resolutions 07-07.03.k and 07-07.03.l are related to the CDBG public hearings to begin at 1:00 p.m. today. The first 1:00 p.m. hearing is for the 2006 CDBG hearing, and the following hearing is for the 2007 CDBG program.

An additional proposed resolution for today is item 07-07.03.m, a resolution to appropriate from unappropriated funds for the County Engineer.

**Public Comment**

There were no public comments.

**Approval of minutes of Thursday, June 28, 2007**

On motion of Judy Shupe and second of Mike Kiger, the Board of Commissioners voted to approve the minutes of Thursday, June 28, 2007.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Judy Shupe and Mike Kiger.

**Approval of a contract bid award for the VIO-48, FAI-TRI 461-0.857 Stonecreek Drive over a tributary of Blacklick Creek Bridge Replacement Project**

On motion of Judy Shupe and second of Mike Kiger, the Board of Commissioners voted to approve a contract bid award for the VIO-48, FAI-TRI 461-0.857 Stonecreek Drive over a tributary of Blacklick Creek Bridge Replacement Project; see resolution 07.07.03.a.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Judy Shupe and Mike Kiger.

**Approval of an authorization of a contract by and between Fairfield County Job and Family Services and Nifco America Corp.**

On motion of Judy Shupe and second of Mike Kiger, the Board of Commissioners voted to approve an authorization of a contract by and between Fairfield County Job and Family Services and Nifco America Corp.; see resolution 07.07.03.b.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Judy Shupe and Mike Kiger.

**Approval of the clarification regarding department head positions, as appointed by the Board of County Commissioners**

On motion of Judy Shupe and second of Mike Kiger, the Board of Commissioners voted to approve the clarification regarding department head positions, as appointed by the Board of County Commissioners; see resolution 07.07.03.c.

Discussion: Carri Brown reported that the resolution was a clarification based on the July 1, 2007, change to the Ohio Revised Code. The resolution does not alter any classification; it simply clarifies the existing state.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Judy Shupe and Mike Kiger.

**Approval of updating the chart of estimated useful lives for depreciation of capital assets**

On motion of Judy Shupe and second of Mike Kiger, the Board of Commissioners voted to approve updating the chart of estimated useful lives for depreciation of capital assets; see resolution 07.07.03.d.

Discussion: Carri Brown reported that the County Auditor desired to clarify and document the depreciation policies, and the resolution did not alter any previous or current financial reporting.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Judy Shupe and Mike Kiger.

**Approval of various financial related resolutions**

On motion of Judy Shupe and second of Mike Kiger, the Board of Commissioners voted to approve several financial resolutions as noted below.

- 07-07.03.e            Approval of fund to fund transfers – Fairfield County Job & Family Services – General Fund allocations
- 07-07.03.f            Approval of fund to fund transfer – Multi-County Juvenile Detention Center – General Fund allocation
- 07-07.03.g            Approval of appropriate from unappropriated – Fairfield County Engineer
- 07-07.03.h            Approval of amend certificate, appropriate from unappropriated, & fund to fund transfers – Fairfield County Commissioners/Engineer’s Debt Service Fund
- 07-07.03.i            Approval of payment of voucher without an appropriate carry-over purchase order – Fairfield County Utilities

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Judy Shupe and Mike Kiger.

**Approval of the payment of bills**

On motion of Judy Shupe and second of Mike Kiger, the Board voted to approve the payment of bills, for the check date of July 6, 2007; see resolution 07.07.03.j.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Judy Shupe and Mike Kiger.

**Approval of appropriations from unappropriated funds, ODOT funds 3445, the County Engineer**

On motion of Judy Shupe and second of Mike Kiger, the Board voted to approve appropriations from unappropriated funds, ODOT funds 3445, the County Engineer; see resolution 07.07.03.m.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Judy Shupe and Mike Kiger.

**Review Session**

The Board of Commissioners met at 10:15 a.m. to review correspondence, pending items, and future action items. Present at the review session were Mike Kiger, Judy Shupe, and Carri Brown.

Carri Brown reported that Julia Hilty was not able to attend today's meeting; however, David Landefeld called earlier and indicated that if the Board needed anything to just give him a call. Carri Brown stated that the pending items reviewed on Thursday, June 28, remained pending.

In addition, the Board reviewed the Benson Water Supply issue, the letter to Licking County re: Summerland Beach, and HB 694 updates.

Carri recommended an ad hoc committee to establish a written bidding policy to include both competitively bid and all other projects, even if less than the \$25,000 standard threshold. The Commissioners' Department Heads could be a place to begin for an eventual inclusion in the finance internal control manual.

Board members signed letters of congratulations for State Science Day participants. The letters will be mailed on July 10.

The tax budget hearing is set for July 5. The 2007 originally budgeted appropriations were \$32,672,961.86. The revised budgeted appropriations for 2007 are \$32,961,124.94. The 2008 General Revenue Fund expenditures within the proposed tax budget are \$33,784,065.58. The 2008 tax budget (GRF expenditures) is 2.5% about the 2007 revised budget and 3% above the 2007 original appropriations. Looking at revenues, the 2008 estimated revenues are \$26,540,061, slightly above the 2007 original and current estimated revenues.

Actual revenues as of June 20 are \$14,157,890.95. The estimated revenues are the estimates of Barbara Curtiss, County Auditor.

The Board reviewed transition plans for the office, including the use of a temporary worker. In addition, the Board approved an interim appointment and pay increase for staff from July 21 until the new Clerk/Manager is hired.

### **Approval of the appointment of an interim Clerk/Manager for the Board of County Commissioners**

On motion of Judy Shupe and second of Mike Kiger, the Board voted to approve the appointment of an interim Clerk/Manager for the Board of Commissioners; see resolution 07-07.03.n.

Discussion: Judy Shupe stated that she believed it was a fair approach to adjust the rate of Staci Knisley and Christina Foster with an increase of 10% hourly during the transition period while the search is on for the new Clerk/Manager. Mike Kiger commented that Staci Knisely would be the interim Clerk/Manager as of July 21 and until the new employee is hired. Carri Brown asked if the Board was willing to also pay overtime if needed, and the Board agreed that overtime would be paid as necessary.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Judy Shupe and Mike Kiger.

### **11:00 a.m. Hearing, Campground Road Bridge Improvement Project**

At 11:00 a.m., the Board of Commissioners held a public hearing regarding the Campground Road bridge improvement project. Attending the public hearing were Commissioners Kiger, Shupe, and Carri Brown and Frank Anderson. Carri Brown presented into the record resolution 07-05.29.c, the resolution establishing the viewing and the hearing.

Frank Anderson reported that the project is expected to be funded with Issue II funds. The Campground Road Bridge has been hit by a truck. Several trucks traveling towards Collins Road have hit and damaged the bridge. Load restrictions have been placed on the bridge, but there are still several problems with trucks hitting the bridge. Frank Anderson reported that in his discussions with Deputy Feyko, he recalled that there had recently been four citations for the load restrictions.

Frank Anderson reported that his office is working with insurance companies for claims when they are able to file a claim. He also reported that he is seeking free estimates for repair in the process of collecting upon a claim. At this time, drums are being used to remedy the bridge, yet the drums are also being damaged on a fairly regular basis. Recouping the costs has been a difficult task.

Mike Kiger asked about how long the project would take to complete. Frank Anderson believed that the project would take about 12 weeks to complete. Carri Brown asked if there was any known opposition to the project, and Frank Anderson reported that there was no known opposition. Frank reported everyone was eager to accomplish the project. However, Issue II funds were not available until July of next year. Frank Anderson reported that the project was in the early stages. Judy Shupe asked about the total costs for the project. Frank Anderson stated that the total costs are not yet identified.

At about 11:20 a.m., Judy Shupe made a motion to close the public hearing, and Mike Kiger seconded the motion. Roll call vote of the motion resulted as follows:  
Voting aye thereon: Judy Shupe and Mike Kiger.

**AT 1:00 P.M. THE BOARD OF COMMISSIONERS HELD PUBLIC HEARINGS FOR THE 2006 CDBG SMALL CITIES PROGRAM AND THE 2007 CDBG SMALL CITIES PROGRAM**

THE BOARD OF COMMISSIONERS HELD TWO PUBLIC HEARINGS ON JULY 3, 2007. THE PUBLIC HEARINGS WERE HELD DIRECTLY AFTER THE OTHER AND WERE REGARDING THE 2006 AND 2007 CDBG SMALL CITIES PROGRAM, RESPECTIVELY.

**PUBLIC HEARING,  
2006 CDBG SMALL CITIES PROGRAM  
JULY 3, 2007  
1:00 P.M.**

**ATTENDING THE PUBLIC HEARING WERE COMMISSIONERS KIGER AND SHUPE AND JAMES MAKO, CARRI BROWN, BEVERLY COOPER, JIM WALLACE, RALPH MARTIN AND BROOKS DAVIS.**

BOARD PRESIDENT, MIKE KIGER, READ THE FOLLOWING INTO THE RECORD:

“THIS IS THE THIRD PUBLIC HEARING HELD ON THE FAIRIFELD COUNTY’S FISCAL YEAR 2006 SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT ALLOCATION. THE ALLOCATION FOR FY 2006 IS \$246,000. THE TOTAL NUMBER OF REQUESTS FOR FUNDS WAS 16 FOR A TOTAL OF \$753,000.

THE COUNTY HAS CONDUCTED TWO PUBLIC HEARINGS TO INFORM CITIZENS ABOUT THE CDBG PROGRAM, HOW IT MAY BE USED, WHAT ACTIVITIES ARE ELIGIBLE, AND OTHER IMPORTANT PROGRAM REQUIREMENTS. BASED ON BOTH CITIZEN INPUT AND THE LOCAL OFFICIALS' ASSESSMENT OF THE COUNTY'S NEEDS, THE COUNTY IS PROPOSING TO UNDERTAKE THE FOLLOWING CDBG ACTIVITIES FOR FY 2006:

1. CARROLL-DOWNTOWN PLANNING	\$10,000
2. PLEASANTVILLE -VILLAGE HALL ADA IMPROVEMENTS	\$37,000
3. LITHOPOLIS- VILLAGE HALL ADA IMPROVEMENTS	\$40,000
4. AMANDA- CHURCH/JOHN STREET IMPROVEMENTS	\$39,000
5. RUSHCREEK TWP- TOWNSHIP HALL ADA IMPROVEMENTS	\$24,000
6. RUSHVILLE-SANITARY LAGOON LINER	\$50,000
7. FAIR HOUSING AND ADMINISTRATION	\$46,000

THE RUSHVILLE LAGOON LINER PROJECT (\$50,000) IS PROPOSED AS A REALLOCATION OF FUNDS THAT WERE PREVIOUSLY ALLOCATED TO THE CLEARCREEK TOWNSHIP (TARLTON AREA) SANITARY SEWER PROJECT.

DO WE HAVE ANY PUBLIC COMMENT AT THIS TIME?"

BEVERLY COOPER EXPRESSED HER THANKS AND APPRECIATION REGARDING THE RUSHVILLE PROJECT. JIM WALLACE EXPRESSED HIS APPRECIATION OF THE CDBG SUPPORT FOR THE RUSHVILLE SANITARY LAGOON LINER PROJECT. HE INDICATED THAT THE PROJECT WOULD PROVIDE FOR MAINTAINING CAPACITY OF THE LAGOON GIVEN THE FAIRFIELD UNION SCHOOL CONSTRUCTION. BROOKS DAVIS REPORTED THAT HE WAS PLEASED TO RECOMMEND THE RUSHVILLE PROJECT AND COMMENTED THAT HE ALWAYS ENCOURAGES ENTITIES TO APPLY FOR THE CDBG FUNDING AS THE TIMING OF THE PROJECTS COULD CHANGE RESULTING IN REALLOCATIONS.

UPON THE MOTION OF JUDY SHUPE AND SECOND OF MIKE KIGER, THE BOARD OF COMMISSIONERS VOTED TO CLOSE THE PUBLIC HEARING AT APPROXIMATELY 1:10 P.M.

ROLL CALL VOTE OF THE MOTION RESULTED AS FOLLOWS:  
VOTING AYE THEREON: JUDY SHUPE AND MIKE KIGER.

**APPROVAL OF FY 2006 FAIRFIELD COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FORMULA ALLOCATION**

UPON THE MOTION OF JUDY SHUPE AND SECOND OF MIKE KIGER, THE BOARD OF COMMISSIONERS VOTED APPROVE THE FY 2006 FAIRFIELD COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FORMULA ALLOCATION; SEE RESOLUTION 07-07.03.K.

ROLL CALL VOTE OF THE MOTION RESULTED AS FOLLOWS:  
VOTING AYE THEREON: JUDY SHUPE AND MIKE KIGER.

**CDBG SMALL CITIES PROGRAM  
SECOND PUBLIC HEARING  
JULY 3, 2007  
FAIRFIELD COUNTY COURTHOUSE  
COMMISSIONERS HEARING ROOM  
TIME: 1:30 P.M.**

**ATTENDING THE PUBLIC HEARING WERE COMMISSIONERS KIGER AND SHUPE AND JAMES MAKO, CARRI BROWN, BEVERLY COOPER, JIM WALLACE, RALPH MARTIN, BILL YAPLE, AND BROOKS DAVIS.**

“THIS IS THE SECOND PUBLIC HEARING HELD ON FAIRIFIELD COUNTY’S FISCAL YEAR 2007 SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT ALLOCATION. THIS YEAR’S ALLOCATION IS \$240,000. THERE WERE 15 REQUESTS FOR FUNDS TOTALING \$580,000.

THE PRELIMINARY PROJECT SELECTION AND ALLOCATION IS:

1) Fairfield County Automatic Door Project	\$12,500
2) Thurston ADA Improvements	\$27,500
3) Violet Township Handicapped Improvements	\$30,000
4) Amanda Street Improvements	\$30,000
5) Fair Housing and Administration	\$46,000
6) Sugar Grove Waterline Improvements	\$94,000

THE COUNTY COMMISSIONERS RECEIVED NOTIFICATION AFTER THE PRELIMINARY LIST OF PROJECTS WAS ADVERTISED THAT THE VILLAGE OF THURSTON WAS WITHDRAWING THEIR APPLICATION FOR FISCAL YEAR 2007. AS A CONTINGENCY TO THIS EVENT, THE \$27,500 ORIGINALLY ALLOCATED TO THE VILLAGE OF THURSTON IS HEREBY REALLOCATED TO THE VILLAGE OF SUGAR GROVE'S WATERLINE IMPROVEMENT PROJECT, BRINGING THE TOTAL AMOUNT OF SUGAR GROVE'S ALLOCATION TO \$121,500.

THEREFORE, THE PRELIMINARY PROJECT SELECTION AND ALLOCATION IS AS FOLLOWS:

- |   |           |
|---|-----------|
| 1) Fairfield County Automatic Door Project  | \$ 12,500 |
| 2) Violet Township Handicapped Improvements | \$ 30,000 |
| 3) Amanda Street Improvements               | \$ 30,000 |
| 4) Fair Housing and Administration          | \$ 46,000 |
| 5) Sugar Grove Waterline Improvements       | \$121,500 |

A COPY OF THE 2007 COMMUNITY ASSESSMENT AND STRATEGY (CAS) IS ALSO AVAILABLE FOR REVIEW BY THE PUBLIC. THIS CAS IDENTIFIES NEEDS IN THE TARGET AREAS AND STRATEGIES FOR ADDRESSING THOSE NEEDS.

DO WE HAVE ANY PUBLIC COMMENT AT THIS TIME?

BROOKS DAVIS REPORTED THAT THE TOTAL COST OF THE SUGAR GROVE PROJECT EXCEEDED \$600,000, AND THE CITY OF SUGAR GROVE APPRECIATED THE ABILITY TO REDUCE ITS ANTICIPATED DEBT FOR THE PROJECT, BASED ON THE CDBG ALLOCATION.

RALPH MARTIN EXPRESSED HIS THANKS FOR THE BOARD OF COMMISSIONERS AND THEIR CONSIDERATION OF THE AMANDA PROJECTS.

BILL YAPLE ALSO THANKED THE BOARD OF COMMISSIONERS FOR THEIR CONSIDERATION, AND HE WAS ESPECIALLY APPRECIATIVE OF THE SUPPORT FOR THE VIOLET TOWNSHIP HANDICAPPED IMPROVEMENTS.

JIM WALLACE THANKED THE COMMISSIONERS AGAIN FOR THE 2006 ALLOCATION FOR THE LAGOON LINERS, AND HE COMMENTED THAT IF ANY OTHER MONIES WERE TO BECOME AVAILABLE, HE WOULD LIKE TO HAVE THE BOARD'S CONSIDERATION FOR THE VILLAGE OF RUSHVILLE.

BEVERLY COOPER COMMENTED THAT SHE WAS ASKED TO REPRESENT THE VILLAGE OF PLEASANTVILLE, AND SHE OFFERED THANKS FOR THE CURRENT PROJECT THAT IS BEING ACCOMPLISHED WITH CDBG FUNDING, THE PLEASANTVILLE MUNICIPAL BUILDING IMPROVEMENTS.

JUDY SHUPE COMMENTED THAT THE BOARD WORKED HARD TO CONSIDER ALL PROPOSALS AND TO MAKE SURE THAT THE GRANT FUNDS WERE SPREAD AROUND ALL OF THE COUNTY TO HELP AS MANY AREAS AS POSSIBLE.

CARRI BROWN REPORTED THAT THE FAIRFIELD COUNTY EMPLOYEE NEWSLETTER, THE COUNTY CHRONICLE, WOULD INCLUDE AN UPDATE ON THE CDBG PROGRAM. SOME EMPLOYEES WERE NOT AWARE OF THE WORK ACCOMPLISHED THROUGH THE CDBG PROGRAM, AND BECAUSE THE PROGRAM HELPS SO MANY DIFFERENT AREAS AND INCLUDES SEVERAL PROJECTS, IT IS GOOD TO INFORM PEOPLE ABOUT THE PROJECTS AND THE WORK ACCOMPLISHED. BILL YAPLE, RALPH MARTIN, AND BEVERLY COOPER WERE INTERESTED IN RECEIVING A COPY OF THE NEWSLETTER AND THOUGHT THE COMMUNICATION TO THE EMPLOYEES WAS A GOOD IDEA.

UPON THE MOTION OF JUDY SHUPE AND SECOND OF MIKE KIGER, THE BOARD OF COMMISSIONERS VOTED TO CLOSE THE PUBLIC HEARING AT APPROXIMATELY 1:40 P.M.

ROLL CALL VOTE OF THE MOTION RESULTED AS FOLLOWS:  
VOTING AYE THEREON: JUDY SHUPE AND MIKE KIGER.

**APPROVAL OF FY 2007 FAIRFIELD COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FORMULA ALLOCATION**

UPON THE MOTION OF JUDY SHUPE AND SECOND OF MIKE KIGER, THE BOARD OF COMMISSIONERS VOTED APPROVE THE FY 2007 FAIRFIELD COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FORMULA ALLOCATION; SEE RESOLUTION 07-07.03.L.

ROLL CALL VOTE OF THE MOTION RESULTED AS FOLLOWS:  
VOTING AYE THEREON: JUDY SHUPE AND MIKE KIGER.

BROOKS DAVIS REMINDED EVERYONE THAT THE FY 2007 FUNDS WOULD NOT BE AVAILABLE UNTIL 2008. HE ADVISED EVERYONE THAT THE REGIONAL PLANNING COMMISSION WOULD NOW WORK ON THE ADMINISTRATIVE PAPERWORK FOR THE GRANT.

**Adjournment**

With no further business to come before the Board, on motion of Judy Shupe and on the second of Mike Kiger, the Board of Commissioners voted to adjourn the meeting at approximately 1:45 p.m. Roll call vote of the motion resulted as follows: Voting aye thereon: Judy Shupe and Mike Kiger.

	<u>absent</u>	
_____ Mike Kiger Commissioner	_____ Jon D. Myers Commissioner	_____ Judith K. Shupe Commissioner

\_\_\_\_\_  
Carri L. Brown  
Clerk/Manager

**THE NEXT REGULAR COMMISSIONERS' MEETING IS SCHEDULED TUESDAY,  
July 10, at 10:00 a.m.**