

**Regular Meeting #07-25  
Fairfield County Commissioners' Office  
June 12, 2007**

**8:30 a.m. Meeting with Mark Scarpetti, MRDD**

The Board of Commissioners met at 8:30 a.m. to review a plan for a sensory trail near the MRDD location. Present at the meeting were Commissioners Mike Kiger, Judy Shupe, and Jon Myers and Mark Scarpetti, John Bosser, Nancy Myers, Jodi Blais, Joe Spybey, and Carri Brown.

Mark Scarpetti distributed a map for the discussion. Mark is with the Natural Resources Conservation Services, and the map was a diagram of a sensory trail. Mark also distributed a narrative on the "Lancaster Valley Sensory Trail". The narrative described the current situation, the project description, and a conclusion. The items distributed are attached.

Mark Scarpetti and Jodi Blais reported that MRDD is requesting the blessing of the Board of Commissioners for the sensory trail. There are grants and other funding available for the sensory trail, so no additional funds are needed from the Board of Commissioners. However, the land is owned by the Board, and the Board's blessing is needed.

Jodi described how the sensory trail would benefit MRDD clients and many other county residents. She also spoke of the increase incidence of autism, and the calming factors of the sensory trail would definitely benefit the children and families experiencing autism. Jodi distributed some pictorial examples of sensory stations. Impacting all senses, Jodi believed that the trails would also attract groups for field trips. Partnerships with a number of different agencies are expected. Jodi also commented that the sensory trail would enhance the bike trail.

Jon Myers asked specifically what the group was seeking in terms of a lease. He recalled that the Board had recently re-entered in the agreement with the Natural Resources Conservation Service. Mark Scarpetti indicated that trail would need to be taken out of the program. The one-time penalty for removing the trail would be about \$1,000 to \$1,500. Mark Scarpetti indicated there were donations available to cover the penalty. The project overall would come with a significant cost, and Mark believed that there were grants available, and the project was so appealing to a number of different partners that he believed that there would be community support for grant matches.

Judy Shupe asked about the involvement of the Heart of Ohio. Mark Scarpetti indicated that the Heart of Ohio has been involved in the planning and the Heart of Ohio could serve as a fiscal agent for the grant funding. Mark also indicated that Terre Vandervoort has been interested in the project and serves on the planning group.

Jon Myers asked about the trail's impact on wildlife, noting that Perry Orndorff was interested in maintaining the space to protect wildlife. Mark Scarpetti indicated that the sensory trail would be consistent with the protection of wildlife. Mark also indicated that the Inn at Fairfield Village, the senior group, was interested and supported the project. Jodi Blais indicated that the trees would not be impacted and the group desired to protect the wildlife. Mark commented that wildlife would be enhanced by the wetland. Jodi envisioned wildlife observations points along the trail.

Judy Shupe asked if there were similar sites in Ohio. Jodi Blais indicated that Delaware County has a sensory garden, but the concept is relatively new and emerging in Ohio. She commented that all citizens need connections with nature and calming strategies.

Jon Myers asked what the group desired. Jodi Blais indicated that the project timeline has not yet been drafted. Perhaps, a fifty year lease is an option.

Mike Kiger suggested that once the group has a business plan developed, the Board would like to have the County Prosecutor review the plan for county liability. Mike also asked if Perry Orndorff was on board with the project. Mark S. indicated that Perry and the Soil and Water team were in favor of the project.

Jon Myers asked about the maintenance of the sensory trail. Is the project now in the concept stages? Mark and Nancy M. stated that the project was in the concept stage, but because of the NRCS contract, there would need to be a revised contract if the Board was open to the project development.

Joe Spybey distributed a map showing the full acreage of the area. John Bosser commented that the bike trail is experiencing some natural extension, based on the behavior of the people using the bike trail. Mark S. commented again that Terre V. also sits on the group's committee, and the sensory trail works with the long term plan of bike trail.

Jon Myers suggested that to move forward with a lease option or other formal approvals, he would like to see a documented plan regarding the funding and anticipated completion of the project.

Joe Spybey asked how the handicapped or elderly at the assisted living location access the trail. He wondered if there would be an additional permission needed for that group to access the trail. Mark suggested that there were a couple of different options for the group to access the trail. Mark stated that they were interested in participating.

John B. commented that Terre V. was excited about the project for its ability to extend the bike trail. Mark commented that there were several different partners interested in the project and community support was strong and growing.

### **9:00 a.m. Meeting with Joe Spybey, Facilities Manager**

The Board of Commissioners met at 9:00 a.m. to review the facilities management plan for long-term capital projects. Present at the meeting were Commissioners Mike Kiger, Judy Shupe, and Jon Myers, and Joe Spybey and Carri Brown. Joe Spybey provided a spreadsheet summarizing proposed capital improvement projects. The spreadsheet is attached.

The projects were proposed for the Courthouse, Liberty Center, Ag Center, JFS, Hall of Justice, and misc. life safety projects. Joe also provided information about operational savings from increased efficiencies in personnel and energy consumption. Projects included roofing, HVAC equipment, life safety equipment and other building related projects.

With respect to the roofing projects, Joe indicated that Garland came highly recommended from the facilities management association in which he participates. Garland not only has great products, but the company also provides construction management at no additional costs. Joe indicated that at this time, the Board will be facing several different roofing projects. Garland helps prepare bid specifications and construction management. Garland is part of the approved state term bidding process, and Garland sells materials. Jon Myers asked where the company was located. Joe responded that the company is located in Cincinnati, and there is a local representative.

Joe also reported that Trane is part of the approved state term bidding process. Joe reported that the project costs included labor in the estimate. Joe also reported on the annual energy savings of the proposed lighting projects. The lighting projects are important, yet Joe indicated that the roofing and heating & cooling projects were of a higher priority.

Joe commented that life safety projects included various types of fire alarms and security items. The life safety items are listed as a first priority. Joe commented that the One Stop building did not originally require monitors for the most part, and the proposed project would add additional smoke detectors and other life safety items not required in the original construction. Mike Kiger indicated that it did not seem right that such items were not required in the original construction, and Joe agreed – that is why he has proposed to include the life safety items overall.

Joe commented that a new compressor was placed at JFS recently. This was needed at this point in time, as there would have been no air conditioning at the JFS building due to compressor outages. Joe indicated that the compressors have exceeded their life expectancies, and it is just a matter of time before other items are needed to be replaced. This is why Joe has suggested the Trane upgrades overall.

Jon M. asked about the visual aspects of the buildings. Joe provided an additional spreadsheet noting the repair-related projects. The repair projects included asphalt replacement, concrete replacement, security equipment for the Dog Shelter, irrigation equipment, and minor roofing repairs.

Jon Myers commented that the Utilities Department was in the process of looking at building an office building at Liberty Center, and there could be a potential for sharing office space.

Jon asked if there were elected officials requesting items for buildings at this time. Carri responded that the judges have been requesting upgrades in security. Joe believed that the life safety projects would meet a good portion of those concerns. Joe also reported that the panic buttons would soon be in place. The panic buttons for the courts will alert the Sheriff's Office directly.

Judy commented that the Board would need to set aside transfers to the permanent improvement fund again this year. Carri Brown reported that at the end of 2006, \$1 million was transferred to the GRF, and at this time \$500,000 is already appropriated for a transfer in 2007. It is "doable" to transfer an additional \$500,000 at the end of 2007, just as what was accomplished in 2006. Budgeting for 2008 now includes \$500,000 for general building repairs. There is an additional amount budgeted for the MUNIS system in the 2008 budget. The Board will likely want to consider increasing the 2008 budgeted amount for the PI transfers.

The Board favored moving ahead with the priority one projects and the minor repairs. Joe stated that he would re-evaluate the priorities and the projects as the bids come in to the county.

Joe passed around a sample of the rubberized layer for the roof build-up project for the Courthouse. The project will have about a 15-year life expectancy. With the Courthouse roofing project, there will not be a huge distraction. Joe reported that the maintenance building roof is probably the worst roof, but there are considerations with the public safety facility plan – and the maintenance building could eventually be razed, and replacing the roof is delayed based on this factor.

Joe also asked the Board what they remembered with respect to transferring certain properties at 1587 Granville Pike to the Health Department. The properties in question are small buildings, and Joe will be connecting with the Board on this matter again in the future. He will check the parcel cards, and then the matter will be revisited.

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

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, June 12, beginning at 10:00 a.m., with the following Commissioners present: Mike Kiger, Judy Shupe, and Jon Myers. Also present was: Gavin Blair.

### **Announcements**

Carri Brown announced that with this meeting being the 25<sup>th</sup> of the year, this meeting marks the halfway point for the statutorily required number of Board of Commissioners' meetings. The Board is actually a little bit ahead of the targeted schedule, with half of the meetings accomplished prior to the halfway point in the calendar year.

Also, please note that resolution item 07-06.12.a, the approval of advertising for the Liberty Township Pressure Sewer System Manhole Rehabilitation Project, Part 2 – was submitted for the Fairfield County Utilities Department, and the originally posted agenda noted that the item was for the Fairfield County Engineer. The agenda was corrected.

Finally, there is a proposed resolution to add on to the agenda: the Fairfield County Family, Adult and Children First Council proposes the approval of a contract for services between the Fairfield County Board of Commissioners, administrative agent for the Fairfield County Family, Adult and Children First Council and Lancaster Fairfield Community Action Head Start; resolution 07-06.12.p.

### **Public Comment**

There were no public comments.

**Approval of minutes of Tuesday, June 5, 2007**

On motion of Jon Myers and second of Judy Shupe, the Board of Commissioners voted to approve the minutes of Tuesday, June 5, 2007.

Roll call vote of the motion resulted as follows:

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

**Approval of advertising for the Liberty Township Pressure Sewer System Manhole Rehabilitation Project, Part 2 – Fairfield County Utilities Department**

On motion of Judy Shupe and second of Jon Myers, the Board of Commissioners voted to approve advertising for the Liberty Township Pressure Sewer System Manhole Rehabilitation Project, Part 2; see resolution 07-06.12.a.

Roll call vote of the motion resulted as follows:

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

**Approval of items relating to the County Engineer**

On motion of Jon Myers and second of Judy Shupe, the Board of Commissioners voted to approve two resolutions relating to the operations of the County Engineer as noted below.

07-06.12.b            Approval of amending advertising dates for the VIO-48 Stonecreek Drive over a Tributary of Blacklick Creek Bridge Replacement Project – Fairfield County Engineer

07-06.12.c            Approval of amending advertising dates for the Blacklick Road NW Profile Improvement Project – Fairfield County Engineer

Roll call vote of the motion resulted as follows:

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

**Approval of an award of contract and approval of a notice to proceed – CDBG FY 2005 Fairfield County, Stoutsville Residential Sewer Service Installation Project**

On motion of Judy Shupe and second of Jon Myers, the Board of Commissioners voted to approve an award of contract and a notice to proceed – CDBG FY 2005 Fairfield County, Stoutsville Residential Sewer Service Installation Project; see resolution 07-06.12.d.

Discussion: Judy Shupe commented that she was eager to see this project take place, as it has been slated to begin as a CDBG project for about six years.

Roll call vote of the motion resulted as follows:

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

**Approval of a Professions Service Agreement by and between the Board of County Commissioners and Shremshock Architects**

On motion of Judy Shupe and second of Jon Myers, the Board of Commissioners voted to approve a Professions Service Agreement by and between the Board of County Commissioners and Shremshock Architects; see resolution 07-06.12.e.

Discussion: Carri Brown reported that this agreement was recommended by the public safety facility committee, and Judy Shupe recalled reviewing the needs assessment proposal in a past review session.

Roll call vote of the motion resulted as follows:

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

**Approval of the appointment of a Board Member to the Fairfield County Alcohol, Drug Addiction and Mental Health Services Board – Eugene Eusanio**

On motion of Jon Myers and second of Judy Shupe, the Board of Commissioners voted to approve the appointment of a Board Member to the Fairfield County Alcohol, Drug Addiction and Mental Health Services Board – Eugene Eusanio; see resolution 07-06.12.f.

Roll call vote of the motion resulted as follows:

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

**Approval of SecurMar Contract – Fairfield County Emergency Management Agency**

On motion of Judy Shupe and second of Jon Myers, the Board of Commissioners voted to approve the SecurMar Contract – Fairfield County Emergency Management Agency; see resolution 07-06.12.g.

Discussion: Jon Myers asked about the purpose of the contract. Carri Brown reported that the Emergency Management Agency had obtained grant funds to obtain an x-ray machine to be used at Municipal Court.

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

**Approval of assigning a specific effective date to the Approval of an advance from the General Fund to JFS (Public Assistance) Fund**

On motion of Judy Shupe and second of Jon Myers, the Board of Commissioners voted to approve assigning a specific effective date to the Approval of an advance from the General Fund to JFS (Public Assistance) Fund; see resolution 07-06.12.h.

Discussion: Judy Shupe asked if the advance was a normal process, and Carri Brown replied that the advance was a normal process, and the payback date remained December 15 of this year; however, the advance was requested to be processed or keyed by the County Auditor on a specific date – July 3, 2007. This is to help JFS manage its cash flow reporting with the state of Ohio.

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

**Approval of various financial related resolutions**

On motion of Jon Myers and second of Judy Shupe, the Board voted to approve various financial resolutions as noted below.

- 07-06.12.i Approval to appropriate from unappropriated – Fairfield County GIS
- 07-06.12.j Approval to appropriate from unappropriated – Fairfield County Maintenance
- 07-06.12.k Approval of account to account transfer – Fairfield County Human Resources
- 07-06.12.l Approval to appropriate from unappropriated – Fairfield County Engineer
- 07-06.12.m Approval to amend the certificate of resources & appropriate from unappropriated – Fairfield County Engineer
- 07-06.12.n Approval to appropriate from unappropriated – Fairfield County Engineer

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

### **Approval of the payment of bills**

On motion of Judy Shupe and second of Jon Myers, the Board of Commissioners voted to approve the payment of bills, for the check date of June 15, 2007; see resolution 07-06.12.o.

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

### **Approval of a contract for services between the Fairfield County Board of Commissioners, administrative agent for the Fairfield County Family, Adult and Children First Council and Lancaster Fairfield Community Action Head Start**

On motion of Jon Myers and second of Judy Shupe, the Board of Commissioners voted to approve contract for services between the Fairfield County Board of Commissioners, administrative agent for the Fairfield County Family, Adult and Children First Council and Lancaster Fairfield Community Action Head Start; resolution 07-06.12.p.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Jon Myers, 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, Jon Myers, Julia Hilty (for a portion of the meeting) and Carri Brown.

Items reviewed included: pending items for the County Prosecutor, the Board of Election Board Members' health insurance offering, the telephone committee project, the 2008 tax budget, drafts of budget templates and budget retreat ideas, potential web-casting and electronic options for the Board of Commissioners, the question of Walnut Township dock permits and re-issuing such permits, a traffic study proposal, CFLP inventory and grant application, a letter to Brad Shull to follow-up on his question posed about interoperability and county-wide communications, potential airport authority debt for new hangars, and various correspondence received during the week.

In addition, the hearing process for the County Engineer determined road hazards was reviewed, and an additional follow-up meeting is scheduled for next week to review this process.

Carri Brown also reported that she began research on the idea of creating a county government contact list to include in “The Bag” and in other areas, including the county website, for additional citizen outreach.

Finally, Carri provided a progress report for the County Manager goals achieved during the first six months of the year.

**11:30 a.m. Senior Citizen Luncheon – Amanda Senior Citizens’ Group**

At 11:30a.m., the Board of Commissioners met with the Amanda Senior Citizens’ Group for a luncheon meeting. Attending the luncheon were Commissioners Kiger, Shupe, and Myers.

**1:30 p.m. Meeting with Brooks Davis – Regional Planning Director, CDBG update**

The Board of Commissioners met at 1:30 p.m. for an update about the CDBG proposals. Present at the meeting were Mike Kiger, Judy Shupe, Jon Myers, Carri Brown, Brooks Davis, and James Mako. Brooks and James reported that the proposed CDBG project list was reviewed by Bill Bope, the CDBG field representative.

Mr. Bope’s review provided information to the RPC staff, and it was concluded that the Clearcreek Township Fire Department Emergency Generator Project is not eligible for CDBG funding. The reason for the ineligibility is that Office of Housing and Community Partnership considered that the benefit area for the Clearcreek Fire Department to be the entire service area. This service area does not qualify as having over 50 percent low-moderate income households.

RPC reviewed the eligible projects submitted by the local communities and recommends that the Board should consider the Village of Thurston “Village Hall Handicapped Accessibility Improvements” as the replacement project.

The resulting slate of projects proposed is:

Sugar Grove Waterline Improvements	\$ 94,000
Fairfield County Handicapped Accessibility Improvements	12,500
Thurston Village Hall Handicapped Accessibility Improvements	27,500
Violet Township Handicapped Accessibility – sidewalk ramps	30,000
Amanda Street Improvements	30,000

RPC staff has already contacted the Sugar Grove leadership to verify that the project could be completed with the \$94,000 grant, rather than the \$100,000 amount proposed. The total project budget for the Sugar Grove project is \$654,500.

The Board of Commissioners approved the project list as proposed, and RPC will advertise for a public hearing to be held on July 3, 2007, at 1:00 p.m. The reallocation of the 2006 CDBG funds and the approval of the 2007 CDBG funds will both be reviewed in the public hearing.

Judy Shupe asked where the RPC was in the process of the new subdivision regulations. Brooks Davis reported that the committee decided to move forward with the subdivision regulations, except for the original plat language where the window of opportunity had closed. Judy asked if there were additional items of contention, and Brooks reported that the depth-width ratio was somewhat controversial, but the most controversial item was the original plat language.

**Additional Review items – Budget Retreat**

The Board decided on the Wagnalls Memorial location for the September 19<sup>th</sup> budget retreat. Catering options are under review.

**Adjournment** With no further business to come before the Board, on motion of Jon Myers and on the second of Judy Shupe, the Board of Commissioners voted to adjourn the meeting at approximately 2:05 p.m. Roll call vote of the motion resulted as follows: Voting aye thereon: Jon Myers, Judy Shupe, and Mike Kiger.

---

Mike Kiger  
Commissioner

Jon D. Myers  
Commissioner

Judith K. Shupe  
Commissioner

---

Carri L. Brown  
Clerk/Manager

**THE NEXT REGULAR COMMISSIONERS' MEETING IS SCHEDULED TUESDAY, June 19, at 10:00 a.m.**