

**Regular Meeting #07-10  
Fairfield County Commissioners' Office  
March 6, 2007**

**Meeting with Brooks Davis, Executive Director of the Regional Planning Commission, 8:30 a.m.**

The Board of Commissioners met with Brooks Davis, Executive Director of the Regional Planning Commission, to review subdivision regulations. Present at the meeting were Jon Myers, Judith K. Shupe, Carri Brown, Hollie Mattei, and Brooks Davis.

Hollie Mattei distributed a slide show presentation explaining the proposed subdivision regulations and revisions. The public hearing will be re-opened on March 13, 2007, at 6:00 p.m. The Board of Commissioners had previously requested that Regional Planning re-examine portions of the proposed revisions.

The time and cost associated with the previously proposed regulations were a concern. To address the concerns, the RPC is now proposing frontage lot subdivisions for additional lots that do not involve any new roads and are not considered to be any other type of land division. The frontage lot subdivisions will require a final plat, yet they will not require a preliminary plan. The frontage lot subdivisions will be subject to minimal design standards, and the more stringent major subdivision design and improvement standards do not apply.

At this point in time, the attorneys and professional surveyors are positive about the changes made to the original proposals.

The purpose of the original tract/frontage lot subdivision regulations is to provide for better planning. Such regulation will allow for right-of-way dedication and easements as needed. Brooks Davis believed this was a very important purpose for future planning.

Hollie Mattei reported that the currently proposed no plat- large lot range is now 4.01 to 16 acres. The purpose of the range is to avoid the creation of lots that are unable to support on-site water and septic systems. There are new sewage treatment regulations in effect in 2007. The range protects future lot buyers from purchasing an "unbuildable" lot. An additional purpose of the no plat-large lot range is that the range will promote continuity of street systems for a more orderly development and more orderly traffic flow by prohibiting lots with frontage on a terminal end of a road designed for further extension.

A 7:1 depth to width ratio requirement is now proposed in the subdivision regulations. The purpose of the ratios is to help avoid health and safety concerns of flag and bowling alley lots.

Such problems would include emergency and fire access to houses located long distances from public roads and certain drainage and flooding issues.

The next steps are: 1.) The Subdivision Regulations Committee will recommend approval of the proposed revisions. The RPC staff will recommend to the Board of Commissioners to close the public hearing on the previously regulations on March 13, 2007 due to the substantial changes being proposed. 2.) New public hearings will then be scheduled on the proposed changes, as they are substantively different than the original proposals. The RPC hearing is now scheduled on April 3, 2007, at 7:30 p.m. The hope is that RPC will adopt the regulations on April 3. The Board of Commissioners' public hearing is now scheduled for April 10, 2007, at 6:00 p.m. The hope is that the Board will then approve the new regulations on April 10.

Jon Myers asked Brooks Davis about his opinion of access management.

Brooks responded that access management is a cost effective way to reduce traffic congestion. Many other counties have taken this approach in the interest of safety and planning for the future.

### **Meeting with Frank Anderson, County Engineer, regarding Election House Road**

History: On February 6, 2007, a meeting was held with Dave Scheffler, Commissioners Kiger, Shupe and Myers and Carri Brown. Dave Scheffler provided an update on the developments at the County Airport. In addition, he reported upon several good reasons to relocate Election House Road. Such reasons included the improvement to public safety. He asked for the Board of Commissioners to review the packet provided and begin some discussions with the County Engineer. The Board of Commissioners agreed to set up a meeting time with the Engineer in order to review the topic. Therefore, the meeting with Frank Anderson was called for this morning.

Today: On March 6, 2007, the Board of Commissioners met with Frank Anderson to review Election House Road issues relating to the County Airport. Present at the March 6<sup>th</sup> meeting were Jon Myers, Judy Shupe, Carri Brown, Frank Anderson, Eric McCrady, and Jeff Baird. Herb Williams with Rockie's Pipeline also joined the meeting. Mr. Williams was interested in the discussion about potential changes to Election House Road.

At one point in a time, a tunnel was being considered. This concept was not favored, as it would require costly maintenance.

Eric McCrady reported that while there are good ideas and good reasons to relocate Election House Road. The main question is how to fund the project.

Frank Anderson reported that grant funding currently is such that with several projects, the county projects are low on the list, and there are potential funding gaps, with respect to federal grants. In the past, there was healthy federal funding; yet now, the federal funding is not as prevalent. Therefore, Frank reported that there would not be a possibility for the Engineer to help with the relocation of a road or a project of this nature.

At one point in time, Election House Road was under consideration for closing.

Frank reported that there were improvements made to the intersection (for stacking purposes) which were determined to be sufficient at this point in time. The intersection continues to be under review. The intersection was not approved for closing, given the improvements which were accomplished. Eric McCrady reported that there are usually local people using the intersection, and therefore, the safety issue could be less dramatic.

Carri Brown provided a map that Dave Sheffler from the Airport Board provided earlier.

The engineers reported that upon initial glance, the cost of the project for engineer fees could be as much as \$300,000, and this is just the costs of the engineer fees. Eric McCrady stated that the project would be a significant project – and the major question is again, how would the project be funded? Eric reported that it is possible that a commercial development project could be viable, if there was an economic development grant. Jeff and Eric did not believe that \$1M would “even touch” the project.

Jon Myers suggested that the Airport Authority and the Engineer connect to develop certain agreed upon plans for a re-location or other change regarding Election House Road. Eric McCrady reported that there have been questions in the community regarding the plans, even though the plans are definitely in the early stages.

Mr. Williams stated that Rockie’s Express Pipeline was interested in hearing about the project so that they can adjust plans for lowering the pipeline as needed. If the road was relocated, from the perspective of the Pipeline, it would be better for everyone.

Jeff Baird reported that funding remained the main question. At this point in time, the Engineer does not have any money, even over the next five years, for such a project. Judy Shupe reported that at this point in time, there is no defined funding mechanism. Jon Myers asked for the Engineer to connect with the Airport Authority to determine an estimate of costs, even if the project were to be accomplished in the long term.

Frank Anderson wondered if there were any possibilities with the tunnel idea, even though that idea had been rejected. He stated that there are probably different ideas that could be reviewed and considered.

Jeff Baird reported that the tunnel would be a permanent maintenance issue because it would need to be pumped regularly. While a road would cost more in the beginning, it would be less costly in the long term.

Eric McCrady reported that the Airport Authority had previously met with the Engineer about Election House road in general. Vacating the road is probably not in the best interest of the public, in his opinion. Eric wondered if anyone had reviewed the profile of the road yet. Jon Myers wondered if the Board should sell the Airport to a private business or even move the Airport at this point in time.

Judy requested that the Engineer schedule a meeting with the Airport Authority and then report back to the Board of the Commissioners.

### **Regular Meeting**

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, March 6, 2007, beginning at 10:00 a.m., with the following Commissioners present: Jon D. Myers, and Judith K. Shupe. Also present were: Carri L. Brown, Fritz Highley, Jo Violand, and Beth Cooper. Mike Kiger was absent due to illness.

Carri Brown announced an additional proposed resolution to accept a grant from the Ohio Department of Transportation would be added to the agenda. She also announced an additional proposed resolution for a "then and now" certificate for the ADAMH Board would be added, as would the approval of minutes from the department head meeting held on March 5, 2007.

Public comment: Jo Violand reported that she had a petition (with signatures of about 90% of the property owners impacted) for a stop sign to be placed at Stoney Hill Road. She filed a complaint with the Hocking Township trustees on February 28<sup>th</sup>. Jon Myers asked about the names on the petition without an address. Ms. Violand was not sure about this matter. Jon Myers reported that the petition would be presented to the County Engineer for additional review.

Public comment: Fritz Highley asked this question: Does the Board want access management or not? Judy Shupe responded that the Township Trustees were asked to review the proposed access management plan and provide feedback to the Board about what they specifically wanted changed. Jon Myers agreed with this, stating that each Township was to be given an opportunity to provide input and feedback. Judy Shupe reported that the issues should be discussed amongst the access management committee and Trustees should report back to the Board about their suggestions for change.

### **Approval of Minutes of Tuesday, February 27, 2007**

On motion of Jon D. Myers and second of Judith K. Shupe, the Board of Commissioners voted to approve the minutes of February 27, 2007.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jon D. Myers and Judith K. Shupe.

### **Approval of Minutes for Friday, March 2, 2007**

On motion of Jon D. Myers and second of Judith K. Shupe, the Board of Commissioners voted to approve the minutes of Friday, March 2, 2007, a work session.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jon D. Myers and Judith K. Shupe.

### **Approval of Minutes for Monday, March 5, 2007**

On motion of Jon D. Myers and second of Judith K. Shupe, the Board of Commissioners voted to approve the minutes of Monday, March 5, 2007, a work session with department heads.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jon D. Myers and Judith K. Shupe.

### **Approval of three resolutions relating to the operations of the Fairfield County Engineer**

On motion of Jon Myers and second of Judith K. Shupe, the Board of Commissioners voted to approve the following items relating to the operations of the County Engineer. The resolutions are noted below and attached.

07-03.06.a Approval of video taping – Fairfield County Roads – Fairfield County Engineer

07-03.06.b Approval of contract bid award to NaturChem, Inc. for the 2007 Spraying for Weed Control – Fairfield County Engineer

07-03.06.c Approval to perform simply daily services, hook-ups, disconnects and service & maintenance calls in the county road right-of-way until December 31, 2007 – Fairfield County Engineer

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jon D. Myers and Judith K. Shupe.

**Approval of continuing a lease agreement with Charles Eversole and authorizing the approval of the 2007 Farm Program Owner Consent Form**

On motion of Jon D. Myers and second of Judith K. Shupe, the Board of Commissioners voted *to table* the resolution to approve continuing a lease agreement with Charles Eversole and authorizing the approval of the 2007 Farm Program Owner Consent Form: resolution 07-03.06.d was tabled for review at the next meeting.

Discussion: Jon Myers reported that he knew Mr. Eversole personally, and he desired to have the full board in attendance for the vote on continuing the lease agreement and approving the farm program consent form.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Jon D. Myers and Judith K. Shupe.

The resolution was tabled.

**Approval of delinquent sewer rentals assessed to County Auditor – Licking County Water & Wastewater Department**

On motion of Jon D. Myers and second of Judith K. Shupe, the Board of Commissioners voted to approve delinquent sewer rentals assessed to County Auditor – Licking County Water & Wastewater Department; see resolution 07-03.06.e.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Jon D. Myers and Judith K. Shupe.

**Approval of request for payment and status of funds report – CHIP FY2005 –drawdown # 148**

On motion of Jon D. Myers and second of Judith K. Shupe, the Board of Commissioners voted to approve a request for payment and status of funds report – CHIP FY2005 – drawdown # 148; see resolution 07-03.06.f.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Jon D. Myers and Judith K. Shupe.

**Approval of amendment to the 2007 CFLP Recycling Services contract between the County and the Community Action Agency**

On motion of Jon D. Myers and second of Judith K. Shupe, the Board of Commissioners voted to approve an amendment to the 2007 CFLP Recycling Services contract between the County and the Community Action Agency; see resolution 07-03.06.g.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Jon D. Myers and Judith K. Shupe.

**Approval of grant application from the Walnut Township Parks Board and Request for letter of support for grant – 2007 CFLP Solid Waste District**

On motion of Jon D. Myers and second of Judith K. Shupe, the Board of Commissioners voted to approve an approval of grant application from the Walnut Township Parks Board and request for letter of support for grant – 2007 CFLP Solid Waste District; see resolution 07-03.06.h.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Jon D. Myers and Judith K. Shupe.

**Approval of two contracts for the Child Support Enforcement Agency**

On motion of Jon D. Myers and second of Judith K. Shupe, the Board of Commissioners voted to approve the following two resolutions for child support contracts.

- 07-03.06.i            Approval of IV-D contract with Jason M. Dolin, Esquire AKA Provider – Fairfield County Job and Family Services, Child Support Enforcement Agency
  
- 07-03.06.j            Approval of IV-D contract with Mary Ann Boone, Esquire AKA Provider – Fairfield County Job and Family Services, Child Support Enforcement Agency

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Jon D. Myers and Judith K. Shupe.

**Approval of an addendum to Community Based Corrections Program 407 Subsidy Grant Agreement – Fairfield County Adult Probation**

On motion of Jon D. Myers and second of Judith K. Shupe, the Board of Commissioners voted to approve an addendum to Community Based Corrections Program 407 Subsidy Grant Agreement – Fairfield County Adult Probation; see resolution 07-03.06.k.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Jon D. Myers and Judith K. Shupe.

**Approval of contract with the Village of Bremen and the Board of Commissioners, for Sheriff services**

On motion of Jon D. Myers and second of Judith K. Shupe, the Board of Commissioners voted to approval a contract with the Village of Bremen and the Board of Commissioners, for Sheriff services; see resolution 07-03.06.l.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Jon D. Myers and Judith K. Shupe.

**Approval of various financial related resolutions**

On motion of Jon D. Myers and second of Judith K. Shupe, the Board of Commissioners voted to approve various financial related resolutions as noted below.

- 07-03.06.m            Approval of amended certificate & request for appropriations & additional unanticipated receipts - Fund # 2465 - Fairfield County Engineer
- 07-03.06.n            Approval to appropriate from unappropriated – Fund # 2024 – Fairfield County Engineer
- 07-03.06.o            Approval to appropriate from unappropriated – Fund # 2453 – Fairfield County Commissioners/Maintenance – Sheriff Sanction Costs
- 07-03.06.p            Approval of advance from the General Fund # 1001 – CHIP Fund # 2660
- 07-03.06.q            Approval of advance from the General Fund # 1001 – CHIP Fund # 2661
- 07-03.06.r            Approval of fund to fund transfers – Fairfield County Utilities
- 07-03.06.s            Approval of account to account transfer – Fairfield County Utilities
- 07-03.06.t            Approval of account to account transfer – Fairfield County Utilities
- 07-03.06.u            Approval of fund to fund transfers – Fairfield County Utilities

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Jon D. Myers and Judith K. Shupe.

**Approval of various financial related resolutions**

On motion of Jon D. Myers and second of Judith K. Shupe, the Board of Commissioners voted to approve various financial related resolutions as noted below.

- 07-03.06.v            Approval of payment of voucher without an appropriate carry-over purchase order – Fairfield County Board of Elections
- 07-03.06.w            Approval of payment of voucher without an appropriate carry-over purchase order – Fairfield County Board of MRDD
- 07-03.06.x            Approval of attached list for payment of invoices without carry-over purchase orders – Fairfield County Job and Family Services
- 07-03.06.y            Approval of payment of a voucher without an appropriated carry-over purchase order – Fairfield County Engineer

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Jon D. Myers and Judith K. Shupe.

**Approval of the payment of bills, check date March 9, 2007**

On motion of Jon D. Myers and second of Judith K. Shupe, the Board of Commissioners voted to approve the payment of bills, check date – March 9, 2007; see resolution 7-03.06.z.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Jon D. Myers and Judith K. Shupe.

**Approval of the authorization to accept a grant from the Ohio Department of Transportation for the Airport**

On motion of Jon D. Myers and second of Judith K. Shupe, Board of Commissioners voted to approve the acceptance of a grant from the Ohio Department of Transportation for the Airport; see resolution 7-03.06.aa.

Jon Myers reported that this grant allowed for taxiway improvements with about 80% of the costs covered by the grant.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Jon D. Myers and Judith K. Shupe.

**Approval of the payment of a voucher without an appropriate carry-over purchase order for the ADAMH Board**

On motion of Jon D. Myers and second of Judith K. Shupe, Board of Commissioners voted to approve the payment of a voucher without an appropriate carry-over purchase order for the ADAMH Board; see resolution 07-03.06.bb.

Jon Myers inquired about the amount of the then and now certifications, which totaled more than \$17,000.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Jon D. Myers and Judith K. Shupe.

**Review Session**

The Board of Commissioners met at 10:30 a.m. to review correspondence, pending items, and future action items. Present at the review session were Jon Myers, Judith Shupe, and Carri Brown.

Items reviewed included pending items from the County Prosecutor, county procedures for travel and expense reimbursement regarding the use of county vehicles, the 1.5% lodging tax, access management, and airport note renewals.

Also reviewed was the authorization to move the mail clerk from 35 to 40 hours to meet general clerical needs of the Commissioners' Office. Carri Brown prepared a template of questions to support the move. No additional appropriations would be required for the change. The Board authorized Carri Brown to provide the information about their approval of a 40 hour work week and to provide assignments to the mail clerk. The first assignment will be updating the telephone log for 2007.

The Board also authorized Carri Brown to review travel and expense procedures with all department heads. If there is a county vehicle available for use, the county vehicle should be used as a regular pattern instead of personal mileage reimbursement, and the lack of a county vehicle should be documented if such vehicle is normally available to the department.

The Board requested that information about renewing the Airport note for a year be obtained, with this being the suggested course of action, as there likely would not be a refunding opportunity to come about within the short run.

### **Executive Session to review personnel matters**

At approximately, 10:30 a.m., Jon Myers made a motion to go into executive session to review personnel issues. The motion was seconded by Judith K. Shupe.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Jon D. Myers and Judith K. Shupe.

Present during the executive session were Jon Myers, Judy Shupe, and Carri Brown.

At approximately, 10:40 a.m. Jon Myers made a motion to go out of executive session. The motion was seconded by Judith K. Shupe.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Jon D. Myers and Judith K. Shupe.

The Board of Commissioners returned to regular session 10:40 a.m. to review correspondence, pending items, and future action items. Present at the review session were Jon Myers, Judith Shupe, and Carri Brown.

### **Meeting with Orman Hall, ADAMH Board Executive Director**

At 11:00 a.m., the Board of Commissioners met with Orman Hall, Executive Director of the ADAMH Board. Present at the meeting were Jon Myers, Judy Shupe, Carri Brown, and Orman Hall.

Orman Hall provided the Board with a list of questions to answer in order to help the ADAMH Board plan for the future. Orman reported that the replacement levy has resulted in the Board being able to provide much needed services in the community, especially given the Medicaid crisis.

About 3,000 Fairfield County residents are seen on an annual basis by providers who are under contract with the ADAMH Board.

In 2006, Orman reported that 494 clients were seen for drug and alcohol dependency, including alcohol dependency, alcohol abuse, cocaine dependence, opiate dependence, and other dependence. Based on the estimates of substance abuse treatment needs (using social indicators), an estimated 18% of the need in Fairfield County is met. Statewide, about 26% of the need is met.

The cost per client in Fairfield County in 2006 was \$1145.12; Ohio's average cost per client was \$1,622.36 for the same time period.

From the standpoint of the data reviewed, Fairfield County is below average in crime statistics attributable to alcohol and drug use - for 2006.

Students were surveyed in Fairfield County. About 82% of twelfth grade students reported alcohol use. Another concern is the above national average use of gateway drugs, such as marijuana. About 42% of twelfth grade students reported marijuana use.

A third major concern was that about 27% of twelfth grade students reported using other people's prescription drugs, such as muscle relaxants or oxycotin.

Orman reported that the ADAMH Board funding was below state average. This prevents the Board providing "detox" services and residential services to adult males.

Jon Myers asked about how the Juvenile Court Drug Court was working. Orman reported that while there were some implementation issues with the Drug Court, the project is working well. Juvenile Court mandating the services has long-term potential. The Adult Drug Court is just beginning in Municipal Court.

Orman also reported that there is a significant population of homeless people in need of wraparound care to help them move to a healthier state.

The three questions Orman asked of the Board are:

- 1.) How are untreated addiction disorders affecting the quality of life in Fairfield County?
- 2.) Are the Commissioners aware of any significant improvement opportunities for drug and alcohol services that could benefit the community?
- 3.) What steps can the ADAMH Board take to better educate the citizens of Fairfield County about addiction disorders and how they affect our County?

Jon Myers asked about the "then and now certificate" that was passed today: how does the ADAMH Board manage its funding? Orman reported that Medicaid bills can be provided up to a year after services. Orman will check on the option of carry-over purchase orders.

Jon Myers asked how the new offices were working out. Orman reported that the offices were working out very well. The signage will soon have a backlight. Orman reported that the costs of the offices would be recovered within three years. For the remainder of the ten year lease, the ADAMH Board will be saving money.

Jon Myers asked about how the provider contracts operated. Orman reported that the claims are processed much like an insurance company. There are as many as 22 discrete funding categories, with each claim tied to a specific funding stream. With the introduction of MUNIS, there are some questions about how they will be able to track purchase orders against the funding streams. The ADAMH Board might have to enter the data twice, but the hope is that there will be flexibility with MUNIS.

### **Executive Session to review personnel matters**

At approximately, 11:50 a.m., Jon Myers made a motion to go into executive session to review personnel issues. The motion was seconded by Judith K. Shupe.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Jon D. Myers and Judith K. Shupe.

Present during the executive session were Jon Myers, Judy Shupe, Aundrea Cordle, and Carri Brown.

At approximately, 12:15 p.m. Jon Myers made a motion to go out of executive session. The motion was seconded by Judith K. Shupe.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Jon D. Myers and Judith K. Shupe.

Following the executive session, the Board recessed for lunch.

### **Meeting with Carri Brown, County Clerk/Manager**

At 1:00 p.m., the Board of Commissioners met with Carri Brown to review additional pending action items, including the State of the County Address. Present at the meeting were Jon Myers, Judy Shupe, and Carri Brown.

### **Meeting with Dave Smith, Mayor of Lancaster**

At 2:03 p.m., the Board of Commissioners met with Mayor Smith to review plans for a parking garage in Lancaster. Present at the meeting were Jon Myers, Judy Shupe, Mayor Smith, Joe Spybey, and Carri Brown. Jon Slater joined the meeting for a period of time.

Mayor Smith reported that he met last evening with the Special Improvement District Board. At the meeting, all representatives were very eager to proceed with the project. Mayor Smith reported that it appears as if the parking garage would be a tremendous benefit to the economic development efforts of the City.

Mike Pettit, Lancaster Economic Development Director, has indicated the potential of an economic development grant. The project likely will proceed with a parking study, followed by an engineering analysis. All partners and current landowners are now interested in proceeding with the project at this time. For example, Snyder and Co. desires to expand its parking options; Sitterly and Vandervoort desires to maintain its spaces, and other footprint property owners are interested in seeing the project move forward. Property owners along the perimeter are also interested.

Mayor Smith inquired if the County wanted to sell the land for the lot, based on a fair price.

The municipal court building plans could be impacted by the creation of the lot, but there are many other factors impacting that decision, which is a long term one that has no current funding source.

Judy Shupe reported that she would like to see the parking study accomplished, to ensure that the parking lot would be a viable project. Mayor Smith reported that the parking lot study likely will demonstrate the need, given what he knows about the information that will be provided. From everything that has been demonstrated to date, there is a need for additional parking.

Mayor Smith reported that Jeff Seigler (SID Director) supported the parking garage project, based on economic development in Lancaster. Parking can be a missing link for the economic development plans. Even if a parking lot study would demonstrate a loss of a few thousand dollars, the loss would likely be offset by the benefits associated with economic development.

Jon Myers asked if the Lancaster City Schools would be involved in the project. Mayor Smith reported that LCS would be willing to sell the parking lot, specifically for its use in the implementation of the parking garage.

Mayor Smith reported that Dan Singer would be willing to displace the existing spaces that are now at the lot area. There could even be the possibility of a shuttle for those who are now parking in the county lot.

Jon Myers reported that the important things were that there were replacement parking spots available and that a fair price is determined. Judy Shupe asked what kind of range the City was looking at for a purchase price. Mayor Smith reported that by comparing the lots recently sold, about \$200,000 would be a place to start.

Judy Shupe reported that the county definitely did want to maintain the drive-thru currently used for child support collections. Jon Myers asked how often the drive-thru was used.

Carri Brown reported that about \$70,000 monthly was collected at the drive-thru, and real estate tax payments are also collected seasonally. Jon Slater reported the Treasurer's Office would be able to contract with a bank for similar services, and Carri Brown reported that the child support agency would not be able to do so because of the nature of the child support work and the access needed to the statewide computer system for child support.

Mayor Smith inquired if it would be acceptable to provide a credit against the overall price of the lot to the City, on behalf of the City residents, considering Judy Shupe's concern at the last meeting, noting it would not be fair to all county residents to donate the lot. Perhaps, it would be fair to provide a credit for the Lancaster City residents, reducing a larger appraised value to an actual fair purchase price.

Jon Slater provided another suggestion: Perhaps, there would be a long term lease for \$1/year, with the County as a partner in the project. Mayor Smith reported that the original idea was to simplify the project as much as possible, with one main entity leading the project. He provided an example of a garage that was built in Licking County, where the garage in Licking County is owned by a single entity and had changed hands from the City to the County or vice versa.

Jon Slater reported that the lot is now prospectively appraised at a value of around \$243,000; this estimate does not include a valuation of the business activity of the drive-thru. Jon Slater believes the original appraisal used comparable rates of about \$40 per space per month, while the going rate in Lancaster is about \$35 per space per month. The Mayor confirmed that the average rate was about 35 per space per month.

Mayor Smith reported that the total project cost will approach \$4 M, so the purchase price of the lot from the County is not a deal breaker. He is optimistic about the negotiations, whether the City is provided a credit or not against the purchase price. Mayor Smith reported that the next step is for him to receive more information from Mike Pettit about the economic development grant and economic development projections. The Mayor reported Lancaster employee parking would be maintained at the garage as much as possible, to help alleviate the problems with street parking.

Mayor Smith will follow up once more information is known. Carri Brown asked if it would be appropriate to begin looking at options to replace the drive-thru. Jon Myers and Judy Shupe agreed that it would be good for Joe Spybey to begin research. Joe Spybey will begin working on the estimates and options. Mayor Smith was additionally interested in looking at options for the drive-thru serving as a drop off location for city utility payments. He will connect with his Utility Department management in order to review this option a bit more. Carri Brown believed that the partnership of serving as a drop off point would be well received at the child support agency.

### **Meeting with Matt Keefe, EMA Director**

At 3:00 p.m., the Board of Commissioners met with Matt Keefe to review plans for the Emergency Management Agency, including grant proposals. Present at the meeting were Jon Myers, Judy Shupe, Matt Keefe, and Carri Brown.

Matt Keefe reported that EMA was in need of advance from the GRF of \$21,892 for the training activities planned. EMA would pay back the advance by the end of the year, once the grant funding comes in. Carri Brown will prepare a resolution for the next meeting for the advance.

With the Emergency Management Performance Grant, Matt sought guidance on approval of the local share as a match for the federal grant. The local share cost would approximately be about \$150,000 for the EMA offices and the Emergency Operations Center to be put in place at Liberty Center.

The total cost of the project would be about \$300,000. If Matt was able to accomplish the project at a lower cost, he would do so. The county match is  $\frac{1}{2}$  of the total project. The local share of the architect/engineer fees is \$50,000, and this is the amount for which an answer is needed by mid-year.

The EMA offices are now in a county-owned building, with a value of about \$100,000. Jon Myers hypothesized that if the building was to be sold, about  $\frac{2}{3}$  of the local match would be available. Jon also asked if there would be any properties in the county available for sale, given the current market. He suggested that Matt connect with Orman Hall for information about the old ADAMH building.

Jon Myers asked for Matt Keefe to get in touch with Orman Hall about potential options at the old ADAMH building (if the building is for sale) and to connect with Joe Spybey to review options at Liberty – and then to connect with the Board of Commissioners again. The idea of using the proceeds of the sale of the existing building as part of the local match is reasonable. Jon Myers suggested that Matt Keefe also connect with Bill Arnett in case he would know of potential buildings for sale.

Matt Keefe also reported that there is a bill introduced to “amend section 5502.31 of the revised code to specify an additional type of EMA for which a political subdivision may make an appropriation”.

Jon Myers asked if Matt Keefe had weighed in on the departmental emergency procedures for closing the building, and he had reviewed it and provided input.

### **Meeting with Don Sherman, Interim Utilities Director**

At 3:30 p.m., the Board of Commissioners met with Don Sherman to review a question from a customer, a question from a developer, debt management, and personnel issues. Present at the meeting were Jon Myers, Judy Shupe, Don Sherman, and Carri Brown.

Don Sherman provided a packet of information to the Board of Commissioners with respect to the questions that came from Mr. Dehlendorf. Don Sherman reported that the Utilities Department is working on new procedures which will help ensure developers have information as soon as possible so that they are aware of the fees owed. The packet of information Don Sherman provided included an e-mail string and additional history and current comments about the question of inspection fees.

Don Sherman will prepare a cover letter for communication to Mr. Dehlendorf, with the bottom line communication being that Dehlendorf still owes around \$25,000.

### **Executive Session to review personnel matters**

At approximately, 3:40 p.m., Jon Myers made a motion to go into executive session to review personnel issues. The motion was seconded by Judith K. Shupe.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Jon D. Myers and Judith K. Shupe.

Present during the executive session were Jon Myers, Judy Shupe, Don Sherman, and Carri Brown.

At approximately, 3:45 p.m. Jon Myers made a motion to go out of executive session. The motion was seconded by Judith K. Shupe.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Jon D. Myers and Judith K. Shupe.

### **Executive Session to review additional personnel matters**

At approximately, 3:45 p.m., Jon Myers made a motion to go into executive session to review personnel issues. The motion was seconded by Judith K. Shupe.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jon D. Myers and Judith K. Shupe.

Present during the executive session were Jon Myers, Judy Shupe, and Don Sherman. (Carri Brown was not present.)

At approximately, 3:50 p.m. Jon Myers made a motion to go out of executive session. The motion was seconded by Judith K. Shupe.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jon D. Myers and Judith K. Shupe.

The Board returned to regular session with Don Sherman at approximately 3:50 p.m. Present for the session were: Jon Myers, Judy Shupe, Carri Brown and Don Sherman.

Don Sherman provided information about a potential agreement between the City of Pickerington, the County, and Virginia Homes. The concept of charging lower tap fees in order to maintain the customer base was discussed. The City of Pickerington is willing to have the County provide the utility service.

Jon Myers asked what the tap fees were right now. Don Sherman reported that the fees were about \$7,000 right now, combined. Based on the pre-annexation agreement, the tap fees would be reduced to around \$5,000. Judy Shupe asked when the pre-annexation agreement was made. Don Sherman reported that it was in 2001, prior to the new laws for annexation. Jon Myers asked Don Sherman when we begin to loose money on the tap fees with this arrangement. Don Sherman believed there was no danger in not recovering the actual costs of the taps. Don Sherman added that he did believe future discussion about reserving a portion of the tap fees for capital projects would be warranted.

Don Sherman presented a table outlining note renewal plans. He requested that the Board provide guidance on the company to use for the note renewal.

Don Sherman reported on a question posed by Dr. Young, with the question probably having a long history with administrations of the past. The Board of Commissioners has passed an eminent domain resolution, relating to Dr. young's property needed for the American Legion to obtain utility service from Fairfield County Utilities. The size of the property is relatively small. Don Sherman has asked the Health Department to review the issue to see if they would also send a letter supporting the need to lay the sewer lines. Dr. Young made a proposal for the American Legion to purchase a sewer easement for \$9,000. Dr. Young would then donate the entire tract of land to the American Legion. Dr. Young then stated that Ohio Mulch verbally agreed to purchase a strip of land for \$15,000 from the American Legion. It is not known if Ohio Mulch was still willing to purchase the strip of land.

Don Sherman wondered if a new face talking with Dr. Young would be helpful. Another option is to move forward with eminent domain, once a letter from the EPA and potentially the Health Department are obtained. The court process adds time to the project. Judy Shupe stated that she would attempt to call Dr. Young to help move the process along.

**Additional Review**

E-mail communication was received from Commissioner Mike Kiger, reporting on his attendance at recent Township Trustees' meeting. The subject of access management was discussed, and the topic will be placed on the list of topics for further review at the next regular meeting.

***Adjournment***

With no further business to come before the Board, on motion of Jon D. Myers and on the second of Judith K. Shupe, the Board of Commissioners voted to adjourn the meeting at approximately 4:05 p.m.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Judith K. Shupe and Jon D. Myers.

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Mike Kiger  
Commissioner

Jon D. Myers  
Commissioner

Judith K. Shupe  
Commissioner

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Carri L. Brown  
Clerk/Manager

**THE NEXT REGULAR COMMISSIONERS' MEETING IS SCHEDULED  
TUESDAY, MARCH 13 2007, AT 10:00 A.M.**