

**Regular Meeting #07-45
Fairfield County Commissioners' Office
October 23, 2007**

9:00 a.m. Meeting with Becky Hajost

The Board of Commissioners met with Becky Hajost of Main Street Lancaster for an update on activities. Present were Commissioners Kiger, Shupe, and Myers. Present also were Bill Arnett and Scott Zody.

Ms. Hajost serves as the Director of Downtown Revitalization, and has been working on a plan to improve the core downtown business area. Ms. Hajost stated that parking spaces remain an issue, as well as prioritizing areas of the downtown area to redevelop. Her group is looking for ways to attract a mix of businesses, including museums, shopping, dining, and cultural attractions.

Commissioner Myers asked when the Winter Carnival would occur, and whether or not plans for a parking garage are still viable. Ms. Hajost replied that the Carnival would be held December 8th, and the garage concept is still on the table, but the recent fire and closing of Lancaster Glass have caused some re-tooling of their thinking, i.e., how to make parking convenient, especially during the lunch hour to attract people to come downtown.

Commissioner Shupe asked when Ms. Hajost expected to re-open her business, Art & Clay on Main, and Ms. Hajost stated that she hopes to be ready to re-open around Thanksgiving.

Commissioner Myers asked if there were any plans for the newly created lots from the fire, and Ms. Hajost stated that the Mithoff Building will play a large role in what happens there, but the result of the fire and creation of this new space will likely cause significant changes to the downtown area over the next few years.

Commissioner Myers asked if there were any new developments relative to the plans to create a downtown "mini-bypass" to get semi-trucks off of Main Street in the downtown area. Ms. Hajost stated that is still being discussed, and would like to see that happen because it will spur new development. Ms. Hajost also stated that she would like the Commissioners to take a greater role with the city in marketing the downtown area for development.

Bill Arnett stated that a company named Buxton might be someone that Main Street Lancaster could consider for consulting assistance, as they specialize in working with communities to partner with potential retailers and other businesses that best fit the community profile. Ms. Hajost stated that people want to come to downtown and participate in family-oriented events, and such a process could be helpful.

Commissioner Myers asked how the organization's budget is faring, and Ms. Hajost replied that 2008 is a critical year for them, as the SID that is funding them expires at the end of 2008, and she wants to make significant progress to demonstrate justification for continuing that funding source. The businesses currently paying the SID assessment must vote to renew it.

9:30 a.m. Meeting with David Fey

The Board of Commissioner met with David Fey, Director of the Fairfield Historical Parks District, to discuss needs and receive an update on activities. Present were Commissioners Kiger, Myers, and Shupe. Present also were Bill Arnett and Scott Zody.

Commissioner Shupe stated that the Board desires to provide some assistance to Mr. Fey and the Historical Parks, and wanted to touch base with him to learn more about his specific concerns.

Mr. Fey provided some background and history of what has been accomplished over the past nine years under his management of the parks system, and discussed his efforts to acquire a piece of property adjacent to the Hansel Preserve. If Mr. Fey is successful in acquiring that particular property through a donation, he would prefer the Board provide some financial assistance to help re-side the Rock Mill. Mr. Fey is in the process of obtaining white oak siding material, but the largest cost will be installation. Mr. Fey also stated that he may need some storage space for the siding material at the Mulberry building.

Commissioner Shupe asked if Mr. Fey had a specific dollar amount he needed for assistance, and Mr. Fey stated that he thought he would need between \$25-40,000. Commissioner Myers stated that he would be comfortable with committing to \$25,000, and continuing to work with Mr. Fey as other needs arise.

Mr. Fey informed the Board that the Stuckey House across from Rising Park has been offered to the Park District by the owners. Mr. Fey believes it could serve as a Welcome Center and Museum featuring historical and cultural history of Fairfield County (canals, covered bridges, roads) and would like to explore this option and try to partner with the local Visitor and Convention Bureau.

Commissioner Shupe asked Mr. Fey is he was considering pursuing another levy for operational funding, and Mr. Fey stated that the Board of Elections had informed him that it would cost approximately \$14,000 to place a levy on the ballot. Mr. Fey also stated that he is reluctant to go back to the ballot until he has a "flagship" project to justify needs for the voters. Commissioner Myers suggested that Mr. Fey explore themes to utilize, such as "going green". Mr. Fey stated that he needs to take more time to think about and develop a marketing plan for the Parks, and hopes the Hot Zone committee established by the Board at the Budget Retreat will be helpful with that effort.

10:00 a.m. Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, October 23, beginning at 10:00 a.m., with the following Commissioners present: Mike Kiger, Jon Myers and Judith Shupe. Also present were: Bill Arnett, Mary Jane Gard, Jason Dolin and Scott Zody.

Announcements

Clerk/Manager Scott Zody announced that there would be one additional resolution for consideration on the agenda, per the request of the Auditor's Office, for a "now-and-then" resolution.

Public Comment

There were no comments from the public.

Approval of minutes of Tuesday, October 9, 2007

On motion of Judith Shupe and second of Jon Myers, the Board of Commissioners voted to approve the minutes for Friday, October 19, 2007.

Roll call vote of the motion resulted as follows:

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

Update membership of the Fairfield County Homeland Security Advisory Team

On motion of Jon Myers and second of Judith Shupe, the Board of Commissioners

voted to approve an update to the current membership of the Fairfield County Homeland Security Team, see resolution 07-10.23.a

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

MOU Between Fairfield County and the Village of Baltimore – Emergency sirens

On motion of Judith Shupe and second of Jon Myers, the Board of Commissioners voted to approve an MOU between Fairfield County and the Village of Baltimore for the placement of emergency sirens in the Village, see resolution 07-10.23.b

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

Approval of Letter of Understanding – State Auditor’s Office – Preparation of Fairfield County Annual Financial Report

On motion of Jon Myers and second of Judith Shupe, the Board of Commissioners voted to approve a letter of understanding with the State Auditor’s Office relative to the preparation of the Fairfield County Annual Financial Report, see resolution 07-10.23.c

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

Approval of IAS Support Agreement

On motion of Judith Shupe and second of Jon Myers, the Board of Commissioners voted to approve a Support Agreement for the 2008 Renewal for Real Estate and Collection Software, see resolution 07-10.23.d

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

Approval to Ratify Previously Approved Invoice - EMA

On motion of Jon Myers and second of Judith Shupe the Board of Commissioners voted to ratify a previously approved invoice for the purchase of radios for the Fairfield County Emergency Management Agency, see resolution 07-10.23.e

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

Financial Resolutions

On motion of Jon Myers and the second of Judith Shupe the Board of Commissioners voted to approve financial resolutions as follows:

- 07-10.23.f Approval to appropriate from unappropriated – County Auditor
- 07-10.23.g Approval of Account to Account Transfer – Fairfield County Domestic Relations Court
- 07-10.23.h Approval to appropriate from unappropriated – Domestic Relations Special Projects Fund
- 07-10.23.i Approval to appropriate from unappropriated - FairCATS
- 07-10.23.j Approval of Account to Account Transfer – MRDD Fund 2060

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

Payment of Bills

On the motion of Judith Shupe and second of Jon Myers, the Board of Commissioners voted to approve the authorization for payment of bills, October 23, 2007, check date October 26, 2007, see resolution 07-10.23.k

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

Then-and-Now Resolution – MRDD

On the motion of Judith Shupe and second of Jon Myers, the Board of Commissioners voted to approve a then-and-now resolution per the Auditor's request for the Fairfield County Board of MRDD, see resolution 07-10.23.l

Review Session

The Board of Commissioners met at 10:20 a.m. to review correspondence, pending items, and future action items. Commissioners present at the review session were Mike Kiger, Jon Myers, and Judith Shupe. Present also were Mike Miller, Nina Morgan, Jason Dolin, Joe Spybey, Barbara Curtiss, Jon Slater, Staci Knisley, and Scott Zody.

Dog Warden Truck

Mike Miller and Nina Morgan presented a request to purchase a new pick-up truck for the Dog Warden. Mr. Miller reported that his oldest vehicle, a 1995 model, is in need of over \$4,000 worth of repairs, with no guarantees that other major repairs won't be need in the near future, and Mr. Miller believes his office would be better served to purchase a new vehicle.

Commissioner Myers asked how many vehicles Mr. Miller has, and how old are they, and Mr. Miller replied that he has 3 other trucks in use, a 2007, a 2006, and a 2000 model, the 2000 model was just purchased used in February.

Commissioner Myers asked how many were on the road at any given time, and Mr. Miller stated that at least one vehicle was on the road every day, and usually a second vehicle and third are out as well.

Commissioner Myers stated that he had a concern about having the vehicle fleet age be so close together, and Mr. Miller stated that he shares that concern, both from a public perception standpoint and from a long-range budgetary planning and maintenance standpoint.

Commissioner Shupe asked if the fleet would be in good shape for a while, and Mr. Miller stated that he hopes to get at least 195,000 miles out of the 2000 vehicle. Mr. Miller is looking at purchasing a 2-door, 4-wheel drive truck, with a very basic package.

Joe Spybey stated that he might have an interest in purchasing the old 1995 truck from Mr. Miller to use as a snow removal vehicle, but he would want to inspect the vehicle first.

Commissioner Shupe asked Mr. Miller if he is still receiving some complaints relative to his enforcement, and Mr. Miller replied that he always has a few complaints, but has not had very many recently.

10:30 a.m. Meeting with Joe Spybey

The Board of Commissioner met with Maintenance Supervisor Joe Spybey to discuss repair and capital improvements needs. Commissioners present at the meeting were Mike Kiger, Judith Shupe, and Jon Myers. Present also were Jason Dolin, Scott Zody and Staci Knisley.

Mr. Spybey mentioned that he has been approached by Fairfield Federal Bank, which is interested in locating an ATM machine at the Liberty Center for use by BMV and Clerk of Courts customers.

Commissioner Myers asked if there is a policy on this, and shouldn't the other local financial institutions be permitted an opportunity to submit requests or proposals as well? Commissioner Kiger suggested that any ATM placed at that location should be fee-free for customers. Mr. Spybey stated that some kind of RFP process may be needed and would look into that.

Mr. Spybey informed the Commissioners that the owner of the car wash equipment had called and inquired on the status of the facility. Mr. Spybey stated that he would prefer to keep the building for the time being, and hoped that an operator could be found to re-open the facility, because even if the site would be needed for the proposed Public Safety facility, it would take 3-5 years to construct.

Commissioner Myers stated that if the facility were properly run, it should be a revenue producing operation, there just has not been any potential operators step forward with good business plans to date. Mr. Spybey stated he would be willing to work with any potential vendors and see if any are capable of operating the facility.

Mr. Spybey presented a list of several maintenance and capital repair needs at county facilities.

The Job & Family Services Building needs new windows on the 2nd and 3rd floors – the existing window are 17 years old, out of warranty, and are rotting and experiencing mold problems. In addition, the original carpeting is worn and in some areas badly in need of replacement. Some general issues of concern include the trim, wall coverings, and light replacement. Currently, there is one maintenance person, paid for by JFS, to take care of the building and he is overwhelmed.

Commissioner Shupe asked if the list was marked or ordered to separate maintenance items from capital items, and Mr. Spybey stated that it was.

The Sheriff's Office Detective building needs to have the chimneys fixed, as the mortar is falling out and there is a concern of failure. Mr. Spybey has a similar concern with the Veterans' Commission building and stated the chimney on the EMA building needs to be removed.

At the old Courthouse, the break room/records room needs to be upgraded and expanded to create additional records storage space. The roof needs substantial work, and there is some water seepage issues with some of the sandstone block.

Commissioner Myers asked how much of the list is committed, and what needs funding? Staci Knisley replied that the roof is committed, and Mr. Spybey confirmed.

Ms. Knisley also stated that the repair funding for the current fiscal year is depleted, but there is some emergency repair funding available.

Commissioner Myers asked if the rest of the projects would be for 2008 capital, and Mr. Spybey said that is correct.

Ms. Knisley stated that today is the final day for any budget changes to be made, so she should have a good picture of finances next week, and Jeannette Addington is due to provide another update soon as well.

The Minimum Security Jail needs a new holding tank for hot water – there were two tanks, one of which was shut down a few years back, and the other one has developed some leaks. There is some funding available for this project, but it is about \$4500 short.

The Model Railroad building at the fairgrounds needs some repair to the sandstone block.

Mr. Spybey also raised a concern relative to the maintenance vehicle fleet, especially the vans used by the maintenance crew. There has only been one new vehicle purchased since 2002, and that van was consequently stolen and wrecked. Commissioner Myers asked what the mileage was on the current vehicles, and Mr. Spybey stated the three vans have 136,000, 155,000 and 98,000 miles respectively.

Commissioner Myers asked if there would be sufficient snow removal capabilities this winter, and Mr. Spybey felt they were in good shape for that.

The Board directed Mr. Spybey to meet with Ms. Knisley and determine the repair and capital needs, and to obtain quotes for a new van for them to consider.

Mr. Spybey also reported that the Decorative Arts Center has obtained an estimate for \$60,000 to repair the Main St. retaining wall. Commissioner Shupe stated that we need to have a proper lease agreement on the facility to clarify who is responsible for what.

Pending Items

Commissioner Kiger reported that he had met with Joe Spybey and Aunie Cordle to discuss the 40-hour work week situation for some of the maintenance staff. A Change of Status Form would need to be filled out and submitted to Human Resources to affect the change. A total of 7 employees would be affected.

Commissioner Shupe asked about the status of the Mail Clerk position, and Mr. Zody replied that the posting is up through next Monday, and the plan is to meet with Aunie next week and schedule interviews involving Staci Knisley and Aunie ASAP.

Commissioner Shupe reported that she had spoken with Tony Vogel relative to Dr. Young's easement in Pickerington, and there will be a need to proceed with action with the Prosecutor, but Roy Hart seems reluctant to proceed.

Commissioner Myers asked if all legal issues shouldn't be handled through Jason now that he is on board, and Jason stated that he would be happy to handle any new issues, but anything pending he would prefer to discuss with Dave Landefeld first.

Commissioner Shupe reported that she has been working with Jerry Perrigo in the Sheriff's Office to transfer one of their old surplus cruisers to the Eastland Career Center for use as a training vehicle. Jason Dolin would look into the requirements of transferring the vehicle.

Lancaster Law Director Contract

Jason Dolin presented a redraft of the Lancaster Law Director contract for services. The Board directed Mr. Zody to prepare a resolution for the next regular meeting to approve the contract.

Pending Items, cont.

Commissioner Shupe expressed concern relative to a letter received from the Meal-on-Wheels Executive Director regarding the appointment of a person to their Advisory Committee by the Commissioners. Commissioner Shupe stated that she believes the Board should have the ability to appoint a person of their choice, without review and

approval of the appointee by the Meal-On-Wheels Board. Commissioner Myers stated that Commissioner Kiger is a member of the Advisory Committee, and submitting three names for review is similar to some appointment processes that the Board of Commissioners use, but agreed that the Board could select a person and submit their name as their choice.

The Board directed Scott Zody to contact the County Commissioner Association of Ohio to obtain registration information for the upcoming Winter Conference in Columbus on December 3-5.

Reconsideration of Resolution 07-10.19.g

On the motion of Jon Myers and second of Judith Shupe, the Board of Commissioners voted to reconsider resolution 07-10.19.g, which would authorize the County Prosecutor to initiate appropriation proceedings to obtain an easement for roadway purposes from an adjacent landowner, Thomas and Sherrie Upp, on Cattail Road in Walnut Township.

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

Commissioner Shupe stated that she had spoken with Jeff Baird from the County Engineer's Office, and he had assured her that all other attempts to negotiate a resolution to the situation have failed, and this action is required to complete the project, which is funded in part with Ohio Public Works Commission funding.

Commissioner Myers stated that he understood one of the concerns expressed by the landowners involves agriculture drainage, but that Mr. Baird is well aware that any impacts to the drainage on the property must be fixed if impacted.

Commissioner Myers stated that he did not see anything in the letter received from the landowners attorney that would indicate that they were aware of this pending action, and Commissioner Kiger replied that Mr. Baird believes they are aware that this action is being contemplated, and concurred that Mr. Baird is well aware of the drainage issue.

On the motion of Judith Shupe and second of Commissioner Myers, the Board of Commissioners voted to authorize the County Prosecutor to initiate appropriation proceedings against Thomas and Sherrie Upp to acquire an easement for county roadway purposes.

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

Adjournment

With no further business to come before the Board, on the motion of Jon Myers and the second of Judith Shupe, the Board of Commissioners voted to adjourn at 12:00 p.m.

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

Mike Kiger
Commissioner

Jon Myers
Commissioner

Judith Shupe
Commissioner

Scott Zody, Clerk/Manager

**THE NEXT REGULAR COMMISSIONERS' MEETING IS SCHEDULED TUESDAY
OCTOBER 30, 2007 AT 10:00 A.M.**