

**Regular Meeting #08-28
Fairfield County Commissioners' Office
July 8, 2008**

9:00 a.m.- Meeting with Karen Rotkis, Main Street Lancaster

The Board of Commissioners met at 9:00 a.m. with Karen Rotkis of Main Street Lancaster. Commissioners present included Jon Myers, Judith Shupe and Mike Kiger. Also present were Jason Dolin and Scott Zody.

Ms. Rotkis discussed the proposal to display various sculptures in the downtown Lancaster area, including one piece they would like to display at the Job & Family Services building. Ms. Rotkis has raised the funds necessary to sponsor the pieces, the purpose of which is to catch the eyes of people driving by and entice them to stop and explore the sculptures and the downtown area – this concept has been used successfully in other cities. The display would run from July through next April.

Commissioner Myers asked if the sculptures would in effect be rented, and Ms. Rotkis stated that some are donated, but most are rented from the artists. Commissioner Shupe asked if there were any plans to continue the exhibits with different pieces in the future, and Ms. Rotkis stated that if the first display goes well, they would like to see the effort continue. Commissioner Shupe stated that Newark has some pieces that look like real humans from a distance that are eye-catching.

Commissioner Shupe asked if there were any plans to involve the schools in the project, and Ms. Rotkis stated it might be possible to involve student artists in the future, but it would depend on the costs.

Commissioner Myers expressed a concern about the piece that would be displayed in front of the JFS building, especially with children attempting to climb on the structure. Ms. Rotkis stated the “rungs” on the sculpture are 3’ 6” apart, so climbing on it would be difficult. Commissioner Myers asked about night security and the potential for teenagers or young adults to climb on the structure. Ms. Rotkis stated that there is liability insurance to cover any accidents, but was unaware of any problems with the sculptures of that nature. Mr. Dolin stated that it would depend on whether it would be considered an attractive nuisance for liability purposes.

Commissioner Myers asked the specific dates the display would be shown, and Ms. Rotkis stated the plan is to have the sculptures up from July 15 – April 15. Commissioner Myers asked who would install the sculptures, and Ms. Rotkis stated Midwest Sculpture will install and remove the pieces.

Commissioner Kiger asked if there was an alternate piece that could be displayed at the JFS building instead of the “ladder” piece, and Ms. Rotkis stated at this point she could not switch the pieces around.

Mr. Dolin asked if there was any agreement to remove the piece if any problems arise, and Ms. Rotkis stated that if any issues arise, they would ensure the piece could be removed. Commissioner Kiger expressed a desire to have that agreement in writing.

Ms. Rotkis informed the Board that the Special Improvement District assessment is up for renewal, and she has been working with Terre Vandervoort to contact landowners in the SID on Main, Broad, and Columbus Streets. The rate is based on street frontage and is \$15 per square foot of frontage, but the renewal would decrease the rate, as much of the initial funding raised was used for capital improvements such as the streetscape.

Commissioner Shupe asked if participation in the SID was voluntary, and Ms. Rotkis stated that if 60% of the landowners in the SID vote to participate, then all landowners must pay the assessment.

Commissioner Shupe asked if there was any news relative to a parking garage, and Ms. Rotkis stated that they are requested proposals for feasibility studies, and just recently awarded a contract that will be ongoing over the next few months.

Ms. Rotkis reported that the Art Walk will be ready to go in conjunction with the Lancaster Festival. Commissioner Myers asked if the Chestnut Street parking would be used for any activities, and Ms. Rotkis stated that it would not, and the events would be centered around the fountain as it is more visible.

Commissioner Myers asked if there were any new developments with the Essex Building, and Ms. Rotkis stated that she had spoken to the owners in May and the project has been put on hold due to the inability to secure historic preservation and low-income housing tax credits.

Commissioner Shupe asked if there were any new issues with the Lancaster Glass site, and Ms. Rotkis stated that demolition is in process, and the EPA cleanup will take some time, but she has not heard any news relative to buyers.

Commissioner Shupe asked if there is any active marketing of the site, and Ms. Rotkis stated the focus has been to attract service-based companies, and they hope to attract a business that would present a positive image for the downtown.

Investment Advisory Board

A meeting of the county Investment Advisory Board was held at 9:30 a.m. Members present included Commissioner Mike Kiger, Commissioner Judith Shupe, and Treasurer Jon Slater. Also present were Jason Dolin and Scott Zody.

Mr. Slater called the meeting to order and provided an update on the quarterly investment earning of the county. Mr. Slater stated that this year could turn out to be a better year than he initially anticipated for interest earnings, due to a large number of investments that are being called in.

Mr. Slater reported the end of the 2nd quarter numbers show a total interest income of \$1.5 million, and last year at this time total interest earnings were \$1.1 million. Mr. Slater cautioned that next year's earnings will be down significantly, but Star Ohio rates through the State Treasurer's Office have begun to recover slightly, which is a good sign.

Mr. Slater will begin exploring some options to see if he can purchase some calls himself to offset the county investments being called in, or shorten investments to offset the call shortage.

Commissioner Shupe stated that the previous day at the Department Head meeting the issue of a satellite office in Pickerington was discussed and asked Mr. Slater if he thought such a facility would be helpful in his property tax collections. Mr. Slater stated that while most Violet Township/Pickerington homeowners pay their real estate taxes via mortgage escrows, there are some landowners that would benefit.

On the motion of Mike Kiger and second of Judith Shupe, the Investment Advisory Board approved the report of the Treasurer.

Roll call vote of the motion resulted as follows:

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

10:00 a.m. Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, July 8, 2008 beginning at 10:00 a.m., with the following Commissioners present: Jon Myers, Judith Shupe and Mike Kiger. Also present were Mary Jane Gard, Lynette Leach, Jason Dolin and Scott Zody.

Announcements

There were no announcements.

Public Comment

There were no public comments.

Approval of minutes of Tuesday July 1, 2008

On motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted to approve the minutes for Tuesday July 1, 2008.

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

Approval of Adoption of the Tax Budget for Fiscal Year 2009

On motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted to approve the Tax Budget for Fiscal Year 2009, see resolution 08-07.08.a

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

Approval of Amendments to Resolutions 08-06.24.a, b, c, and d, authorizing the issuance of two bond issues of the County of Fairfield, Ohio as a consolidated bond issue to increase the maximum principal amounts of such bonds

On motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted to approve amendments to Resolutions 08-06.24.a, b, c, and d, authorizing the issuance of two bond issues of the County of Fairfield, Ohio as a consolidated bond issue to increase the maximum principal amounts of such bonds, see resolution 08-07.08.b

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

Approval of a Grant Agreement by & between the Fairfield County Job & Family Services and the Ohio Department of Job & Family Services

On motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted to approve a Grant Agreement by & between the Fairfield County Job & Family Services and the Ohio Department of Job & Family Services, see resolution 08-07.08.c.

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

Approval of Acceptance of the Ohio Department of Health Subsidy Agreement – Help Me Grow - FACFC

On motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted to approve the acceptance of the Ohio Department of Health Subsidy Agreement – Help Me Grow, for the Family, Adult & Children First Council, see resolution 08-07.08.d

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

Approval of a Petition to Annex 1.595 acres, more or less, in Hocking Township to the City of Lancaster, pursuant to ORC 709.023, Ohio Department of

Administrative Services, agent – annexation of land by petition submitted by landowner

On motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted to approve a petition to annex 1.595 acres, more or less, in Hocking Township to the City of Lancaster, pursuant to ORC 709,023, Ohio Department of Administrative Services, agent – annexation of land by petition submitted by landowner, see resolution 08-07.08.e.

Roll call vote of the motion resulted as follows:

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

Approval of a Petition to Annex 15.482 acres, more or less, in Hocking Township to the City of Lancaster, pursuant to ORC 709,023, annexation of land by petition submitted by landowner

On motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted to approve a petition to annex 15.482 acres, more or less, in Hocking Township to the City of Lancaster, pursuant to ORC 709,023, annexation of land by petition submitted by landowner, see resolution 08-07.08.f

Roll call vote of the motion resulted as follows:

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

Approval to Return a Vehicle to the Village of Canal Winchester – Sheriff's Office

On motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted to approve to return a vehicle to the Village of Canal Winchester, see resolution 08-07.08.g.

Roll call vote of the motion resulted as follows:

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

Approval of an Award of Bid – CDBG FY2007 Fairfield County, Village of Amanda-School Street Paving Project

On motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted to approve an award of bid – CDBG FY2007 Fairfield County, Village of Amanda-School Street Paving Project, see resolution 08-07.08.h.

Roll call vote of the motion resulted as follows:

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

Approval of County Commissioners Association of Ohio Workers' Compensation Group Rating Plan Re-enrollment Agreement

On motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted to approve the County Commissioners Association of Ohio Workers' Compensation Group Rating Plan Re-enrollment Agreement, see resolution 08-07.08.i

Roll call vote of the motion resulted as follows:

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

Approval of Engineer's Resolutions

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted to approve resolutions for the Engineer's Office as follows:

08-07.08.j Approval of establishing, altering and widening of South Bank Road NE (TR473) Walnut Township, Fairfield County Ohio, declaration of necessity and setting a Commissioner viewing date of August 19, 2008 at 9:00 a.m., and a final hearing date of August 19, 2008, at 11:00 a.m.

- 08-07.08.k Approval of establishing, altering and widening of Sugar Grove Road (CR50) Berne Township, Fairfield County Ohio, declaration of necessity and setting a Commissioner viewing date of August 5, 2008 at 9:00 a.m., and a final hearing date of August 5, 2008, at 11:00 a.m.
- 08-07.08.l Approval of Notice of Commencement, 2008 Resurfacing Project - Engineer
- 08-07.08.m Approval of a Contract with the Shelly Company for the 2008 Resurfacing Project - Engineer
- 08-07.08.n Approval of Declaration of Necessity of Pleasantville Road NW (CR17) over a Tributary of Walnut Creek Ditch Improvement - Engineer

Approval to Update Policing Protection Agreement held with the City of Lancaster – Sheriff

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted to update a policing protection agreement held with the City of Lancaster, see resolution 08-07-08.o

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

Approval of Financial Resolutions

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted to approve the following financial resolutions:

- 08-07.08p Approval of memo expenditure – Job & Family Services
- 08-07.08.q Approval of a New Grant Fund for the Fairfield County Emergency management Agency for Special Revenue – Citizens Corps FY2008
- 08-07.08.r Approval of a New Grant Fund for the Fairfield County Emergency management Agency for Special Revenue – State Homeland Security FY2008
- 08-07.08.s Approval of a New Grant Fund for the Fairfield County Emergency management Agency for Special Revenue – Emergency Management Planning Grant FY2008
- 08-07.08.t Approval of Payment of a Voucher without an appropriate carry over purchase order – Job & Family Services
- 08-07.08.u Approval of Payment of a Voucher without an appropriate carry over purchase order – Job & Family Services
- 08-07.08.v Approval of Find to Fund Transfer - Insurance
- 08-07.08.w Approval of Account to Account Transfer - Insurance
- 08-07.08.x Approval of Account to Account Transfer – Real Estate
- 08-07.08.y Approval of Account to Account Transfer - Auditor
- 08-07.08.z Approval of Account to Account Transfer – Board of Elections

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

Payment of Bills

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted to approve the authorization for payment of bills, July 8, 2008, check date July 11, 2008, see resolution 08-07.08.aa.

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

Review Session

The Board of Commissioners met at 10:20 a.m. to review correspondence and future and pending action items. Commissioners present included Jon Myers, Judith Shupe, and Mike Kiger. Also present were Jason Dolin, Joe Spybey, Sheriff Dave Phalen, and Scott Zody.

Mr. Spybey requested permission to order some additional recycled content benches, picnic tables, and trash cans. Mr. Spybey stated that he has received requests from Job & Family Services and Historical Parks for additional items, and would like to provide some for a break area at the Clerk of Courts one-stop office at the Liberty Center.

Sheriff Phalen reported to the Board that he is prepared to move forward with a privatization of the county jail food service and wanted to check with the Board to ensure they are comfortable with this direction. Commissioner Myers asked if the current employees were part of any bargaining unit, and Sheriff Phalen stated that they were not, but the company they are looking to hire to run the operation is interested in interviewing and considering hiring any or all of the current employees.

Mr. Dolin provided an update on several legal issues he has been working on, and reported that the recreational trail easement for Columbus Metroparks on the Utilities property is nearly complete.

Mr. Dolin stated that there has been a recent Supreme Court case relative to roadway obstructions that has come down, and he is in the process of reviewing that for impacts in Fairfield County, particularly for ingress and egress issues., such as the Steele's.

Commissioner Shupe asked why the Engineer would consider a driveway an obstruction, and Commissioner Kiger stated that it would seem that the Steele's case they meet the clear distance requirement in both directions, and Mr. Dolin stated that he needed to explore what if any implications there were in the recent case.

Commissioner Myers stated that Dave Benson had contacted him and requested the release of the \$25,000 the Board had previously committed to the Agricultural Society for the new fairgrounds building. The Board directed Mr. Zody to prepare a resolution to release the funding at the July 22 Regular Meeting.

The board requested Mr. Zody work with Data Processing Chief Randy Carter to have the general Commissioner's e-mail box transferred from Commissioner Shupe's computer to Mr. Zody's computer for access and response.

The Board directed Mr. Zody to draft a letter of support per the request of the Adult Probation Office for a Women's Treatment Center.

11:00 a.m. Meeting with Jon Kochis and Ohio EMA

The Board of Commissioners met with County Emergency Management Director Jon Kochis to discuss a pending Federal Emergency management grant. Commissioners present included Jon Myers, Judith Shupe, and Mike Kiger. Also present were Dennis Tomcik, Dan Winningham, and Steve Rosner with the Ohio EMA, Jason Dolin, and Scott Zody.

Mr. Kochis provided an overview of the grant, which would be used to construct an Emergency Operations Center for the county as well as administrative offices for his operations. The grant is part of a nationwide competitive grant, and is limited to \$1

million per applicant. Mr. Kochis intends to request \$700,000, and the county would be required to provide 25% of that total as match.

Mr. Kochis has discovered a couple of issues he is trying to address, one of which is whether or not FEMA would accept the value of the land where the EOC would be built as an in-kind match, and the county will lose a couple of points in the scoring because of a similar grant they were awarded in 2005 was returned unused.

Mr. Tomcik stated the grant was well-written, and complimented Mr. Kochis on his efforts, but confirmed that the grant will be assessed 2 points due to the returned grant from 2005. Mr. Kochis stated that he is working on splitting the lot out at the Liberty Center next to the Multi-County detention facility to site the facility, and that would not impact any plans to potentially locate the county public safety facility on the same lot.

Mr. Kochis stated his intent to re-apply for the grant in 2009 if he is not successful this year. Mr. Tomcik stated that no one knows if these grants will be available next year or not, but Fairfield County's request is the only EOC request from the State of Ohio this year.

Commissioner Shupe asked how soon the County would be notified on the grant, and Mr. Kochis stated that he should know by September if he is successful. The grant would have a 3-year performance period to complete construction, and Mr. Kochis feels comfortable completing that timeframe.

Mr. Tomcik stated that it is very important to stay within the grant parameters to ensure proper reimbursement of expenses.

Commissioner Myers asked Mr. Kochis how he arrived at his cost figures, and Mr. Kochis stated that he has been working with Tony Vogel and taking his utility office design and adapting it for an EOC, and Mr. Vogel recently had his cost estimates updated and the \$700,000 is reflective of that. Mr. Kochis believes that this is a good window of opportunity to apply, and Mr. Tomcik stated that there are three counties expected to apply, but Fairfield and one other county have the best applications, even though Fairfield will lose two points right away. Mr. Tomcik noted that they will need a letter from the Board stating their intention to fully implement the grant if awarded and provide the necessary match funding.

Executive Session

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted to enter into Executive Session at 11:15 a.m. for the purpose of personnel discussions. Present were Commissioners Jon Myers, Judith Shupe, and Mike Kiger. Also present was Scott Zody.

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

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted to adjourn from Executive Session at 11:40 a.m. No formal actions were taken.

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

Meeting with Michael Orlando

The Board of Commissioners met at 11:45 a.m. with Job & Family Services Director Michael Orlando to discuss and electronic records management system. Present were Commissioner Jon Myers, Judith Shupe and Mike Kiger. Present also were Laura Holton, Natalie Blue with Northwoods Consulting, Jason Dolin, and Scott Zody.

Mr. Orlando introduced Ms. Blue, who represents Northwoods Consulting, a firm that specializes in working with local governments, particularly JFS agencies, in electronic records managements.

Ms. Blue explained that her company designed the Electronic Data Management System (EDMS) for use by JFS agencies, and Fairfield County JFS is in the process of implementing the system for the Child Support Enforcement Agency (CSEA).

The system places scanners with the caseworkers and support staff to scan documents as they are logged in or received to create paperless records systems, and the software has been adapted for use by banks and financial institutions as well.

The purpose of the system is to help deal with increasing caseloads without hiring additional staff, and provides a return on investment on average in 18 months. Mr. Orlando stated that most counties have determined that it frees up an average of 2 hours per caseworker per day. In addition, it saves labor time for making copies and paper costs.

Mr. Orlando stated his challenge is providing funding to purchase the system right now. The original cost quoted by Northwoods was approximately \$700,000, but since they are on site helping with the implementation of the system with CSEA, they have dropped the price for a short window of opportunity to \$460,000.

Commissioner Myers asked if there was an option to lease the system rather than purchase it, and Ms. Blue stated the system can be leased over a three-year period, but the cost would be greater.

Commissioner Shupe asked how often the system required updates, and Ms. Blue stated that some customers have added storage space, but the software is updated annually under the purchase agreement.

Ms. Holton stated that the typical family in the Public Assistance area would require approximately 100 pieces of paper to process. Mr. Orlando stated that he would like to add the Public Assistance section now, and wait to add Child and Adult Protective Services until the levy funding starts coming in. Commissioner Shupe asked about old files and how those would be handled, and Ms. Blue stated that transferring old cases would be a matter of scanning them into the system.

Commissioner Shupe asked how the system was working for CSEA, and Mr. Orlando stated that the system has been on line for about 2-3 months, and so far seems to be working well. Ms. Holton stated that the system automatically populates the electronic forms when you type in a case number or name, and is a huge time-saver in that regard. Mr. Orlando stated that if they wished to obtain the system, now is the opportune time when it is affordable, for later the costs will increase if Northwoods has to bring its staff back to train employees again.

Mr. Orlando stated that Licking County recently purchased the system through an arrangement whereby the Commissioners fronted the funding for the system, and their JFS agency is repaying the Commissioners. Commissioner Shupe asked how long the repayment period is for, and Mr. Orlando stated Licking County is repaying over a three-year period.

Commissioner Myers asked Mr. Orlando to obtain a copy of the Licking County agreement, and Mr. Orlando stated that he would make the request of his counterpart.

Adjournment

With no further business to come before the Board, on the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted to adjourn at 12:30 p.m.

Roll call vote on the motion resulted as follows:

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

Mike Kiger
Commissioner

Jon D. Myers
Commissioner

Judith K. Shupe
Commissioner

Scott A. Zody, Clerk/Manager

**THE NEXT COMMISSIONERS' REGULAR MEETING IS SCHEDULED TUESDAY
JULY 15, 2008 AT 10:00 A.M.**