

Elected Officials and Department Head Roundtable
May 19, 2011
8:30 a.m.
Commissioners Hearing Room

Call To Order

Commissioner Davis called the meeting to order at 8:31 a.m. A sign-in sheet was circulated. Commissioners present were Steven Davis and Mike Kiger. Others present at the meeting were Frank Anderson, Susie Bloom, Dave Burgei, Randy Carter, Aunie Cordle, Jason Dolin, Linda Kauffman, Staci Knisley, Brian Kuhn, Chris Martin, Gregg Marx, Holly Mattei, Lisa McKenzie, Branden Meyer, David Miller, Lisa Notestone, Perry Orndorff, Jerry Perrigo, Dave Phalen, Beth Seifert, Jon Slater, Tony Vogel and Nina West.

Prosecutor's Office

Mr. Marx stated that he is evaluating the entire office. They are currently four attorneys short and can make do with hiring three. He expressed his excitement at the opportunity to serve as Prosecutor and promised to work very hard.

Sheriff's Office

Sheriff Phalen mentioned the upcoming awards banquet on Saturday, May 21. He stated that he applying for a grant that will provide four deputies for three years. There is no match associated with this grant. The Sheriff stated that the SCI/Camp Reams opportunity is moving forward. They have received 26 applications already.

Treasurer's Office

Mr. Kuhn stated that they are having security cameras installed in their office. He is working on the escrow payment program along with Jennifer in his office. At the county Treasurer's association, he discussed the escrow program with other treasurers who have set up an escrow program in their counties. Mr. Kuhn stated that he looks forward to working with the Prosecutor's Office to go after the people who are delinquent on their taxes.

Mr. Marx sated that Mr. Edwards in the Prosecutor's Office desires to do more civil work and may be able to assist with this. He stated that the Prosecutor's Office has hired one law school intern and is looking to hire more interns to help staff their office.

Engineer's Office

Mr. Anderson stated that the city received a grant for sidewalks. He stated that a bridge project will begin soon. One of their road workers was deployed to Afghanistan. The GIS Department has developed new county maps that are only 2 weeks old.

Board of Elections

Ms. Bloom stated that the primary is completed. She offered thanks to the Commissioners, Engineer, Sheriff and EMA for their assistance in monitoring the roads. The upcoming summer through next April or May will be very busy. She stated that there is a lot of preparation to prepare for the Presidential Election including machine maintenance. They will be working on the August Special with the Pickerington Local School District. She stated that Regina is doing well with her treatment.

Soil Water Conservation District

Mr. Orndorff stated that they helped Dave Fey plant some trees in the park in Clearport. They helped with a shredding day with the Sheriff's Office.

Regional Planning Commission

Ms. Mattei stated that they have been working on the Economic Development Plan with Economic Development, OU- Lancaster, and Main Street Lancaster. She stated that there are 70 recommendations included within this plan.

Recorder's Office

Ms. McKenzie had no comment.

Prosecutor's Office (cont'd)

Mr. Dolin had no comment.

Economic Development

Ms. Kauffman stated that they have been actively promoting the Revolving Loan Fund; there are 30 clients associated with this. She stated that two clients met with Congressman Austria during his visit to Fairfield County yesterday. They have an active partnership with Columbus2020. Their office has been receiving leads from the state and Columbus2020. Fairfield County has been moving up in the rankings of companies' decisions; coming in at either 2nd or 3rd. They use constant Contact to manage their contacts and to send out their communication. Ms. Kauffman stated that the MORPC website has great demographic information and resources available.

Auditor's Office

Mr. Slater stated they sent out an RFP for reappraisal for all properties to be reappraised; a \$1.2 million. The Board of Revision applications have been coming in. He explained that this is where they review complaints on values of properties. He stated that the Finance Office has been busy with audit issues. Ms. Notestone expressed her thanks for cooperating with the State Auditor's requests for information. Mr. Miller stated that they will be moving to a new version of MUNIS in the next couple of months. The Auditor's Office will be sending out communications regarding this. The new MUNIS should go live in mid-July.

Data Processing

Mr. Carter stated that Data has been working on several phone projects. He said that the MCJDC project is the most recent.

GIS Department

Mr. Burgei stated that they have been working on a State of Ohio imagery project. They are going to look into using an aerial photography product.

Dog Shelter

Ms. West stated that the numbers of dogs they are handling has increased and are continuing to work hard.

Health Department

Mr. Hanna stated that they are trying to improve their financial situation. They have also been working hard to improve the relationships with the elected officials in the county.

Board of DD

Ms. Seifert stated that their Strategic Plan has to be finalized prior to June's meeting.

Common Pleas Court

Judge Martin stated that the cases keep flowing, both criminal and civil. He stated that there are a number of state law changes that would impact the court, including requiring more time of staff and impact them financially.

Utilities and Maintenance

Mr. Vogel stated that the RFP has been sent out for the bid for the new Administration Building. He stated that the clock tower work will be done on the upcoming weekend. He stated that the county has five new facilities that they now have to maintain.

Sheriff Phalen offered his thanks to Mr. Vogel and his staff for their assistance to the Sheriff's Office since their maintenance person has retired.

Judge Martin expressed his thanks to Mr. Carter and the Data Department as well as to the Auditor for their work on the Clerk of Courts' computer system, which needs to be updated. He stated that Mr. Carter worked hard to negotiate a good price.

Human Resources

Ms. Cordle stated that the Employee Recognition Event will be on June 22 8:00 a.m. - 9:30 a.m. at Alley Park. She stated that Ms. Noyes will be sending an email out this afternoon.

Sheriff's Office (cont'd)

Chief Perrigo had no comment.

Commissioners' Office (cont'd)

Ms. Knisley stated that the Level 2 for budget entries are due on June 22.

Commissioner Davis had no additional comments.

Commissioner Kiger stated that he attended the induction ceremony for Judge S. Farrell Jackson who was inducted into the Central Ohio Senior Citizens Hall of Fame.

Adjournment

There was no other business to discuss and the meeting concluded at 9:15 a.m.

Mike Kiger
Commissioner

Judith K. Shupe
Commissioner

Steven A. Davis
Commissioner

Branden C. Meyer, Clerk

**Approved on May ??, 2011.*