

**Regular Meeting #3 - 2014  
Fairfield County Commissioners' Office  
January 21, 2014**

**Review**

The Commissioners met at 9:00 a.m. to review legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to order with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Jason Dolin, Lisa Notestone, David Miller, Bob Clark, Staci Knisley, and Jeff Barron.

- **Legal Update**

Mr. Dolin stated he did not have a legal update.

- **Administration and Budget Updates/Carri's List**

- a. Workgroups

Ms. Brown reported that during the leadership conference and throughout 2013, eight work groups were identified. Seven are active groups, with some just beginning to form. There is a chart which shows the draft purpose, chairs, membership, and notes. Reports are due on or before April 30 for most. The web portal work group is not active, given it had the lowest interest demonstrated at the leadership conference. In addition there are four tasks in progress, with report dates on or before April 30. For the work groups, a draft template to document progress is suggested. Any edits or comments about the draft are appreciated, as the template is something new for the groups. While the structure need not be rigid, the number of activities and priorities that are being addresses required some structure. Please review the chart and template distributed by Carri Brown and offer any suggestions to Carri Brown. The documents are expected to be living documents.

Ms, Brown provided a draft packet showing the work group and tasks on a chart. Mr. Kiger suggested Ms. Brown email the packet to everyone or place it in an accessible drive. Ms. Brown stated she would place it on the O drive for everyone to access, as it will change as information is updated. Regular updates will be provided on progress.

**Meeting with Sharon Scruggs re: Interest in servicing on Fairfield DD Board**

The Commissioners met at 9:03 a.m. with Ms. Sharon Scruggs to discuss her interest in serving on the Fairfield Board for Developmental Disabilities. Commissioner Kiger called the meeting to order with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Jason Dolin, Lisa Notestone, David Miller, Bob Clark, Staci Knisley, Sharon Scruggs, Dennis Keller, and Jeff Barron.

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Mr. Kiger thanked Ms. Scruggs for coming and asked for a brief background.

Ms. Scruggs stated that she has lived in Fairfield County for the past 25 years and has worked at Fairfield Medical center for 23 years. She served on the Fairfield Industries Board of Directors and loved the experience as her heart is in this area. She has also worked with Project Search. Ms. Scruggs negotiates managed care contracts and manages collections at FMC. She plans on working there for at least two more years.

Mr. Kiger asked if Ms. Scruggs has the time to serve on the board.

Ms. Scruggs indicated that she gave much thought to the time commitment and will make the time to serve as this is what she wants to do.

Mr. Davis stated he appreciated her willingness to serve.

Mr. Levacy concurred.

Mr. Scruggs stated that Fairfield DD is moving in a great direction and on the cutting edge in the state.

Ms. Brown also expressed her appreciation of the work accomplished with DD and of the willingness of Ms. Scruggs to serve.

**Review Continued**

The Commissioners met at 9:08 a.m. to continue review legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to order with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Jason Dolin, Lisa Notestone, David Miller, Bob Clark, Staci Knisley, Aunie Cordle, Ray Stemen, Dennis Keller, Jon Kochis, and Jeff Barron.

- **Administration and Budget Updates/Carri's List - Continued**

- a. Clarence E. Miller Building Plan

- Ms. Brown stated that one of the workgroups relates to the Clarence E. Miller Building and Site. In the review packet, there was a one-page plan for review and analysis. The plan was reviewed with the Board of Commissioners. The April 8 date for public meetings is now on the calendar. Input about questions to ask for surveys is being accepted through February. Carri Brown, Dennis Keller, and Rachel Elsea will be the points of contact. There is a meeting scheduled January 23 to review

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potential grant options. The Board approved the plan for analysis and review as it was presented and will make changes as needed.

**b. Safety/Security Committees and Processes**

Ms. Brown reported that one of the tasks that is in progress is for Jon Kochis and Dennis Keller to review the existing committees for safety and security and clearly identify roles and processes for communication to better address requests that are related to safety and security. This should help with recommendations that come to facilities operations and information technology.

Mr. Kiger asked if the Hall of Justice Safety Committee was different than the groups being considered.

Ms. Brown stated it was considered a sub-committee of the larger group and the process for communication is being formalized to help with requests. The process is something that Jon Kochis and Dennis Keller are going to consider for a go forward plan.

Mr. Levacy asked if there was cooperation with the Lancaster Fire and Police Department. Ms. Brown reported that there was good cooperation, especially in terms of EMA processes.

**c. February Roundtable**

Ms. Brown stated that there is a Commissioners' roundtable scheduled for all elected officials and department heads on February 27. Rapid fire agenda topics include a review of the 2014 calendar, ethics training options available, electronic employee recognition, recycling services, an update from the communications work group (Sunshine Review and YouTube video), and facilities operations update (Dynamix). We will welcome Branden Meyer to his first meeting in his new capacity and will place announcements on the meeting placemat, as has become our pattern. Ms. Brown has sent an email was sent to all elected officials and department heads seeking input on agenda items.

- **Old Business**

**a. Baltimore Sanitary Sewer Improvement Project**

Ms. Brown stated this was the same information from last week and that Baltimore was at this point probably seeking formal approval.

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Mr. Levacy stated he thought it should be approved if Mr. Vogel agreed.  
Ms. Brown will follow up with Mr. Vogel.

b. Village of Thurston Water Treatment Plan

Ms. Brown stated she did not believe Mayor Boring in this communication was asking the Commissioners to take specific action as they were cc'd on the email for what appears to be informational purposes, keeping everyone in the loop.

c. Confirmation of Port Authority Membership (resolution on today)

Ms. Brown reported that a memo from Mr. Clark was included in the review packet. The Port Authority met and approved two members, Charles Elsea, and Tom James. A resolution for the Board to approve their membership is up for a vote later in the morning. The next meeting of the Port Authority will take place in February, so action today gives enough time for the formal approval by the Board of Commissioners to be communicated. Mr. Clark added that three people were interviewed and two were recommended for approval at this time. The Port Authority also approved bylaws and will be ready to discuss their mission and vision in February.

d. Clerk of Courts Swearing-in (congratulations to Branden Meyer)

Ms. Elsea stated that the Board of Elections suggested holding the swearing in for Branden Meyer on the day that the certificate is received. This would be more of a private swearing in for logistics, with a public swearing in held at a later date. Ms. Elsea will communicate this with Mr. Meyer.

- New Business

- General Correspondence Received

- a. Permissive Sales and Use Tax Report

Ms. Brown stated there were no surprises in the report and that January 2014 showed a slight increase over January 2013.

- Calendar Review/Invitations Received

- a. Pickerington Chamber Lunch – Thursday, January 16<sup>th</sup> at 11:30 a.m.
    - i. Mr. Levacy and Mr. Kiger will attend.

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- b. United Way Campaign Awards Banquet – Wednesday, February 12<sup>th</sup> at 5:45 p.m. at the Lodge.
  - i. Ms. Brown and Ms. Cordle will attend.
- c. Bremen Chamber Lunch – Thursday, January 28<sup>th</sup> at 12:00 p.m.
  - i. Mr. Kiger will attend.

- FYI

- a. LFCAA Recycling Winter 2013 Newsletter

Ms. Elsea will send this electronically to the elected officials and department heads.

- b. Greenfield Township Notice of Public Hearing (forwarded to RPC)

- c. Ohio Department of Taxation notation of next Fairfield County Appraisal Date (2019)

- d. Correspondence from Mr. Paul Kemmer

Ms. Brown stated that while Mr. Kemmer stated that he forwarded the information to the Health Department she did as well for completeness sake.

- Issues Bin

- a. Poll Worker Recruitment (eom February)

Ms. Brown stated that this recommendation would be completed by the end of February. She and Ms. Cordle are meeting this week.

Mr. Kiger asked if they had sought the elected officials opinions.

Ms. Brown stated they had not yet as they were still in the early phases of review, but yes, input would certainly be needed from elected officials and department heads. The purpose of the meeting this week is to review the possibilities and help frame the questions for when input is sought, in order to be effective and efficient in drafting a final recommendation.

- Open Items

Ms. Brown reported that a Clerk of Courts financial resolution for today's voting agenda had been removed in order to make it complete for circumstances. This was done after talking with Clerk Clark late on Friday. Accordingly, the remaining items were renumbered.

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**Executive Session to discuss Pending Litigation**

On the motion of Steve Davis and second of Dave Levacy, the Board voted to enter into Executive Session to discuss Pending Litigation at 9:24 a.m.

Discussion: Commissioner Davis stated that the following be present: Commissioner Davis, Commissioner Levacy and Commissioner Kiger, Carri Brown, and Convention Bureau, and Rachel Elsea.

Roll call on the motion as follows:

Voting aye thereon: Steve Davis, Dave Levacy and Mike Kiger

On the motion of Steve Davis and second of Dave Levacy, the Board voted to exit Executive Session at 9:27 a.m.

Roll call on the motion as follows:

Voting aye thereon: Steve Davis, Dave Levacy and Mike Kiger

**Review Continued**

The Commissioners met at 9:28 a.m. to continue review legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to order with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown and Rachel Elsea.

Commissioner Kiger stated at 9:28 a.m. that the Commission would be in recess until the 10:00 a.m. Regular Meeting.

**Commissioners' Regular Meeting**

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, January 21, 2014 beginning at 10:01 a.m., with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Jason Dolin, Carri Brown, Rachel Elsea, Staci Knisley, Jason Dolin, Ray Stemen, Jeff Barron, Jon Slater, Jon Kochis, Dennis Keller, Jeremiah Upp, Holly Mattei, David Miller, Paul Kemmer, Aunie Cordle, Bob Clark, and Bill Miller.

**Pledge of Allegiance**

Commissioner Kiger asked everyone to rise as able, and he led the Pledge of Allegiance.

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**Announcements**

Commissioner Kiger asked Ms. Elsea if there were any announcements. Ms. Elsea stated that a Clerk of Courts resolution had been removed, and the agenda was updated accordingly.

**Public Comment**

Commissioner Kiger asked if anyone from the public who would like to speak or offer comments.

Mr. Paul Kemmer of 2659 Elder Road B, Lancaster, Ohio stated he would appreciate it if the Commissioners would look through the documents he presented by email. He described his research as a practical approach to sewer treatment problems. He reported his public records request to the Department of Health showed 40% of the properties in certain areas have failures. He reported that this is a public health issue and he hopes the Commissioners can provide assistance.

**Approval of Minutes for Tuesday, January 14, 2014.**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Minutes for Tuesday, January 14, 2014.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

**Approval of the ADAMH Resolutions**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the ADAMH Board's resolution approving an account to account transfer into major expenditure object categories; see resolution 2014-01.21.a.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

**Approval of the Auditor's Office Resolution**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Auditor's Office resolution to amend the certificate, update receipt line item, and request for appropriations for additional unanticipated receipts for fund 2377; see resolution 2014-01.21.b

Roll call vote of the motion resulted as follows:

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Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

**Approval of the Commissioners' Office Resolutions**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following Commissioners' Office resolutions:

- |              |  |
|--------------|--|
| 2014-01.21.c | A resolution authorizing the approval of a contract between Matrix Pointe Software, LLC, and the Fairfield County Commissioners. [Commissioners]   |
| 2014-01.21.d | A resolution to ratify resolution 2014-01.14.ddd, authorizing the issuance of \$1,195,000 of notes to renew notes previously issued to pay part of the cost of acquiring, constructing and equipping airport facilities consisting of one (1) ten-unit t-hangar, and one (1) twelve-unit t-hangar, and associated pavement, all located at the Fairfield County Airport. [Commissioners] |
| 2014-01.21.e | A resolution approving the appointments of Dr. Mark Weedy and Ms. Kelly Brick to the Fairfield County Board of Developmental Disabilities. [Commissioners]   |
| 2014-01.21.f | A resolution to approve a memo expense for interest allocation reimbursement for Fairfield County Historical Parks – Fund # 7308 [Commissioners]   |
| 2014-01.21.g | A resolution authorizing the approval of agreement for administrative services and general oversight with CDC of Ohio, Inc., for the FY2013 Community Development Block (CDBG) grant [Commissioners]   |
| 2014-01.21.h | A resolution authorizing the approval of a request for payment and status of funds report – FY2012 CDBG Formula/Neighborhood Revitalization Program (NRP) funds - \$ 14,016 [Commissioners]  |
| 2014-01.21.i | A resolution to approve change order# 1 for the Village of Bremen “ADA” Curb Cuts project, a CDBG FY2012 formula project – Fairfield County Commissioners [Commissioners]  |

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger



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**Approval of the Court of Common Pleas Resolution**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Court of Common Pleas resolution to appropriate from unappropriated in a major expenditure category [Common Pleas Court Fund 2422 – Special Projects for Common Pleas Court Computer Replacement]; see resolution 2014-01.21.j.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

**Approval of the Emergency Management Agency Resolution**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Emergency Management Agency resolution to appropriate from unappropriated in a major expenditure object category UMA fund 2093 Special Operations Team Fund; see resolution 2014-01.21.k.

Discussion: Mr. Kochis stated that the EMA was required to make this adjustment in order to accommodate workers compensation expense for volunteers.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

**Approval of the Engineer's Office Resolutions**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following Engineer's Office resolutions:

2014-01.21.l            A resolution to approve the purchase of a John Deere Mowing Tractor. [Engineer]

2014-01.21.m            A resolution to approve the purchase of Flail Mowers. [Engineer]

Discussion: Mr. Kiger asked if the equipment was to be purchased locally. Mr. Upp stated that he believed that at least in part, the equipment was to be purchased from J.D. Equipment and that he would confirm that.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

**Approval of the Port Authority Resolution**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Port Authority's resolution approving the

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appointments of Charles Elsea and Tom James to the Fairfield County Port Authority Board; see resolution 2014-01.21.n.

Discussion: Mr. Clark stated these two additional members would bring the membership to 5 individuals. Mr. Levacy thanked Mr. Clark for his work.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

**Approval of the Prosecutor's Office Resolution**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Prosecutor's Office resolution to appropriate from unappropriated into a major expense object category for fund #2784, sub-fund 8023 – Fairfield County Prosecutor/Victim Witness Division; see resolution 2014-01.21.o.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

**Approval of the Regional Planning Commission's Resolution**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Regional Planning Commission's resolution to approve an additional extension to the time frame for completing improvements, updating the Development Agreement executed on December 4, 2012, by and between the Board of Commissioners and Grace Evangelical Lutheran Church; see resolution 2014-01.21.p.

Discussion: Ms. Mattei stated that this resolution was to approve an additional extension beyond the first extension because the church ran into additional unanticipated problems. The new deadline will be June 30, 2014.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

**Approval of the Utilities Office Resolutions**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Utilities Office resolution to appropriate from unappropriated into a major expense object category for fund #5776, Utilities Admin Complex Bond & fund to fund transfer; see resolution 2014-01.21.q.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

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**Approval of the Payment of Bills Resolution**

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following Payment of Bills resolutions:

- 2014-01.21.r            A resolution to approve the payment of a vouchers without appropriate carry-over purchase orders for all Departments that are approved by the Commissioners [Auditor- Finance]
- 2014-01.21.s            A resolution authorizing the approval of payment of invoices for departments that need Board of Commissioners' approval. [Commissioners]

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

Ms. Elsea announced that the next regular scheduled meeting for the Board of Commissioners will be Tuesday, January 28, 2014 at 10:00 a.m.

Mr. Upp commented that he verified that equipment came from J.D. Equipment.

Commissioner Kiger stated at 10:12 a.m. the Commission would take a ten minute recess followed by the continuation of review in Mr. Kiger's office.

**Review Continued**

The Commissioners met at 10:31 a.m. to continue to review legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to order with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Jason Dolin, Jeremiah Upp, Holly Mattei, Aunie Cordle, and Bob Clark.

- **Open Items**

Mr. Kiger stated the Commissioners received a request from Mr. Tharp to display the Liberty Bell. Ms. Brown stated she was working with Mr. Keller to facilitate this and wanted to make sure the Commissioners had no objections before moving forward, just to make sure there were no issues in the past.

Mr. Davis asked who the group was.

Ms. Brown stated they were historical in nature (with connections with the civil war era) and wanted to display the bell April 18 and 19 at the Fairgrounds in connection with a special event they were holding. The group will have someone

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to monitor the bell. The Board had no objections, and Mr. Keller will arrange the details with Mr. Tharp.

**Meeting with Ty Brown (TranSystems)**

The Commissioners met at 10:33 a.m. with Ty Brown of TranSystems regarding a Lockville Road cul-de-sac. Commissioner Kiger called the meeting to order with the following Commissioners present: Mike Kiger, Steve Davis, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Jason Dolin, Jeremiah Upp, Holly Mattei, Aunie Cordle, Ty Brown, Tony Vogel, and Bob Clark.

Mr. Brown stated that ODOT would like to use a portion of county owned property at Lockville Road to create a cul-de-sac, and in order to do so would need land from the Commissioners. ODOT provided an appraisal to guide the amount of money that would be offered for the property, or, if they choose, the Commissioners could donate the land. Once the cul-de-sac is complete, the land will go back in the County's name. Mr. Brown added that TranSystems is contracted by ODOT to secure right-of-ways. Mr. Brown passed out copies of the maps.

Mr. Davis asked whose project this was.

Mr. Brown stated it was ODOT's project.

Mr. Davis asked who "Dogwood" was, for clarification, as he looked at the maps.

Mr. Brown stated they were another property owner.

The Commissioners and Mr. Brown reviewed the maps in more detail.

Mr. Levacy asked if there were any improvements needed to accomplish the route to the utilities office.

Mr. Upp stated there were a few bridges with load limits and possibly a few other issues.

Mr. Davis asked what the appraised value of the property was.

Mr. Brown stated it was \$5,091 for .32 acres. Mr. Brown also asked if the Commissioners would like to settle or donate the land.

Mr. Levacy asked who would maintain the cul-de-sac.

Mr. Brown stated it would be deeded back to Fairfield County.

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Mr. Davis stated that the Utilities Department has had several conversations with ODOT and they think they will be on their own on creating a new access for utilities, therefore they should accept the appraised value amount for the property.

Mr. Levacy stated either accepting the amount or donating the property was fine with him.

Mr. Kiger said he preferred to have the appraised value for the property.

Mr. Brown stated that in Franklin County they had to have a resolution in order for the Auditor to deed the land back to them and that he was not sure if the Fairfield County Auditor's Office would require this as well.

Mr. Davis stated the Commissioners want to be cooperative in the process in any way that is needed.

Mr. Dolin asked if Mr. Brown had anything to do with the proposed vacations ODOT had forwarded as more information was needed on those.

Mr. Brown stated he did not, but that those questions should be directed to District 5.

Mr. Upp suggested contacting Mr. Dave Slatzer.

Ms. Brown added that a resolution for the property and for anything relating to the deeding process could be prepared for the next meeting. She requested examples from Mr. Brown, given the Franklin County experience.

Mr. Brown asked if there were any other questions.

Mr. Kiger asked what the purpose of the project was.

Mr. Brown stated it was to make 33 limited access.

Mr. Levacy stated they will shut access to other roads once more interchanges are built.

Mr. Vogel stated that a water line may need to be lowered when creating the cul-de-sac.

Mr. Dolin asked what the new access would be for the Utilities Department.

Mr. Vogel stated that it would be through Pickerington Road and would be very bad for commercial trucks.

Mr. Kiger thanked Mr. Brown for coming.

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**Review Continued**

The Commissioners met at 10:51 a.m. to continue to review legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to order with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Jason Dolin, Jeremiah Upp, Holly Mattei, Aunie Cordle, Ty Brown, Tony Vogel, and Bob Clark.

Commissioner Kiger stated the Commission would be in recess until the 1:00 p.m. executive session.

**Review Continued**

The Commissioners met at 12:58 p.m. to continue to review legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to order with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Aunie Cordle, Jay Shepard, and Dave Riepenhoff.

**Executive Session to discuss Pending Litigation**

On the motion of Steve Davis and second of Dave Levacy, the Board voted to enter into Executive Session to discuss Pending Litigation at 12:59.m.

Discussion: Commissioner Davis stated that the following be present: Commissioner Davis, Commissioner Levacy and Commissioner Kiger, Carri Brown, Rachel Elsea, two representatives from Human Resources, legal counsel, and Judge Martin.

Roll call on the motion as follows:

Voting aye thereon: Steve Davis, Dave Levacy and Mike Kiger

On the motion of Steve Davis and second of Dave Levacy, the Board voted to exit Executive Session at 1:40 p.m.

Roll call on the motion as follows:

Voting aye thereon: Steve Davis, Dave Levacy and Mike Kiger

**Review Continued**

The Commissioners met at 1:40 p.m. to continue to review legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to order with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Aunie Cordle, and Jay Shepard.

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Ms. Brown reported that the calendar included a reserved time to celebrate the years of service of Mike Miller, who has communicated his intention to retire although a formal letter had not been received yet. The time on the calendar was reserved so that department heads and the Board of Commissioners can plan.

**Adjournment**

With no further business, on the motion of Dave Levacy and a second of Steve Davis the Board of Commissioners voted to adjourn 1:47 p.m.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

The next regular meeting for the Board of Commissioners is scheduled for Tuesday, January 28, 2014 at 10:00 a.m.

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Motion by: Levacy      Seconded by: Davis

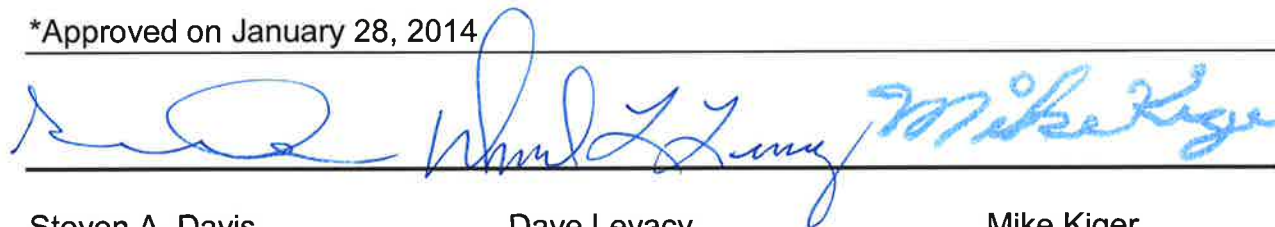
that the January 21, 2014, minutes were approved by the following vote:

YEAS: Levacy, Davis,  
          Kiger      NAYS: None

ABSTENTIONS: None

\*Approved on January 28, 2014

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Steven A. Davis  
Commissioner

Dave Levacy  
Commissioner

Mike Kiger  
Commissioner



Rachel Elsea, Clerk