Meeting with Bruce Burns

The Commissioners met with Bruce Burns, Executive Director of the Fairfield Metropolitan Housing Authority. Commissioner Davis called the meeting to order at 9:01 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Jeff Barron, Bruce Burns, Jason Dolin, David Gallimore, Dave Levacy, and Branden Meyer.

Mr. Burns stated that he has been the director since 2008; he is planning to retire at the end of 2013. He stated that the board would like to have a CPA, but does not want to suggest a name to the Commissioners. He stated that their organization offers housing assistance to low income families. He stated that the mission has changed to include helping other non-profit organizations. He stated that the organization helps 18 year olds get jobs. He stated what used to be a “troubled agency” is not a high performer. He stated that the organization can be rated either a high performer, standard performer or a troubled agency. He stated that $5 million comes through the agency.

Commissioner Davis asked who they use for their accounting work.

Mr. Burns stated that they used Jones & Cochenour for two 5 year periods and then the State Auditor provided a list of names for them to choose another firm.

Commissioner Davis asked whether Ms. Sheridan’s position is the only vacant position.

Mr. Burns stated yes.

Commissioner Davis asked when Mr. Burns plans to leave his position.

Mr. Burns stated until December 2013.

Commissioner Shupe stated that Rich Bowlen is on the Board.

Mr. Burns stated correct.

Commissioner Davis asked Mr. Meyer to contact Ms. Sheridan for any suggestions that she may have to fill the vacant seat.

The meeting concluded at 9:13 a.m.

Meeting with Judy Groff

The Commissioners met with Judy Groff to discuss her interest in serving on the ADAMH Board and the Fairfield Metropolitan Housing Authority Board. Commissioner Davis called the meeting to order at 9:24 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Jeff Barron, Jason Dolin, David Gallimore, Dave Levacy, and Branden Meyer.

Commissioner Davis welcomed Ms. Groff. He stated that the Commissioners are working on filling many vacancies to the Boards.

Ms. Groff stated that she retired from Amanda-Clearcreek where she taught for 31 years. She stated that she is a 5th generation resident of Lancaster.
Commissioner Davis stated that the board tries to keep multiple disciplines. He stated that the Board prefers to have a person with an accounting background to fill this position. He asked Ms. Groff whether she prefers one board over the other.

Ms. Groff stated that she did not prefer one over the other. She stated that she had friends serve on the ADAMH Board so she is more familiar with that board.

Mr. Dolin asked Ms. Groff what subject she taught.

Ms. Groff stated that a third of her career she taught special education, but also taught English and theater.

Commissioner Kiger asked what types of special ed activities she taught.

Ms. Groff stated that many activities giving students a chance to work together and learning to teach each other, writing topics.

Commissioner Davis stated that there are many current openings and many upcoming openings.

Commissioner Shupe thanked Ms. Groff for coming.

The meeting concluded at 9:34 a.m.

Meeting with Cherri Russo

The Commissioners met with Cherri Russo to discuss her interest in serving on the ADAMH Board. Commissioner Davis called the meeting to order at 9:37 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Jeff Barron, Jason Dolin, David Gallimore, Dave Levacy, and Branden Meyer.

Commissioner Davis stated that they met with Rhonda Myers last week regarding the ADAMH Board vacancies. He stated that the Commissioners wanted to meet with the people who they appoint to boards.

Ms. Russo stated that she has lived in Lancaster for 9 years; she is from Akron. She has a broadcast journalism background and currently works at Ohio University-Lancaster. She stated that her husband works in Newark. She stated that she has wanted to become more involved with the community and

Commissioner Davis stated that there was pending legislation to approve her appointment during the upcoming meeting. He stated that they do not want to have quorum problems due to the vacancy.

Commissioner Shupe stated that Ms. Russo had an interesting background and appreciates her willingness to serve.

Ms. Russo thanked the Commissioners and stated that she has wanted to do this for a long time.

The meeting concluded at 9:48 a.m.

Review Session

The Commissioners met to review legal issues, pending and future action items and correspondence. Commissioner Davis called the meeting to order at 9:13 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Jeff Barron, Aunie Cordle, David Gallimore, Staci Knisley, Ed Laramee, Dave Levacy, and Branden Meyer.
Miscellaneous Discussion

- Review/Update the Public Records Policy
Commissioner Davis stated that the budget target is $35.9 million, taken from the appropriations. He stated that the projected casino revenues were not added to this figure. He stated that $1.5 million in casino revenue is estimated; the State has estimated more. He stated that this money could be “parked” in a capital improvement fund. He stated that the $1.5 million is not included in the $35.9 million. He stated that the carryover estimate is varied, the variation is significant.

Commissioner Shupe asked about encumbered verses unencumbered.

Commissioner Davis stated that Staci verses Jeanette both have different numbers. He stated that there is a historical analysis. He is supportive of SCRAP and the costs, but doesn’t want to “pin down” to the historical numbers.

Review Session

The Commissioners met to review legal issues, pending and future action items and correspondence. Commissioner Davis called the meeting to order at 9:49 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Jeff Barron, Aunie Cordle, David Gallimore, Staci Knisley, Ed Laramee, Dave Levacy, and Branden Meyer.

Legal Questions Under Review and Prosecutor’s Pending Items

- Review/Update the Public Records Policy
Mr. Dolin stated that he will be meeting with the Auditor’s office regarding this.

- Road Usage Agreement
Mr. Dolin stated that he has been working with the Engineer’s office on this. He stated that this will similar to the Rockies agreement.

- Revolving Loan Fund Agreement for TammiJo’s
This item is still pending.

Review Session ended at 11:25 a.m.

Commissioners’ Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, October 2, 2012 beginning at 10:07 a.m., with the following Commissioners present: Steven Davis, Mike Kiger and Judith Shupe. Also present were Jeff Barron, Carri Brown, Aunie Cordle, Jason Dolin, Ed Laramee, Dave Levacy, Branden Meyer, Bill Miller, and Tony Vogel.

Pledge of Allegiance

Commissioner Davis asked everyone to rise and led the Pledge of Allegiance.

Announcements

Commissioner Davis stated that he looked forward to attending the Bremen Chamber of Commerce Luncheon later in the afternoon.

Mr. Dolin stated that the Prosecutor’s office is looking into issues at the Dog Shelter. He stated that the Prosecutor’s office would be happy to speak with any individuals regarding this and the office is moving forward looking into this.

Public Comment

No public comment.
Approval of the appointment of Cheri Russo to the Fairfield County Alcohol, Drug Addiction and Mental Health (ADAMH) Board [Fairfield County Commissioners]

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of the appointment of Cheri Russo to the Fairfield County Alcohol, Drug Addiction and Mental Health (ADAMH) Board [Fairfield County Commissioners], see Resolution 2012-10.09.a.

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

Approval of contract, notice to proceed and notice of commencement- CDBG Formula FY2011 Fairfield County, Madison Township- Pine Grove Roadway Improvements Phase I [Fairfield County Commissioners]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of contract, notice to proceed and notice of commencement- CDBG Formula FY2011 Fairfield County, Madison Township- Pine Grove Roadway Improvements Phase I [Fairfield County Commissioners], see Resolution 2012-10.09.b.

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

Approval of Commissioners' Resolutions

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of the following Commissioners’ Resolutions:

2012-10.09.c Approval of grant agreement with the State of Ohio, State Community Development Block (CDBG) Program Community Development Grant Program CFDA # 14.228- FY2012, Grant #B-F-12-1AV-1 [Fairfield County Commissioners]

2012-10.09.d Approval of grant agreement for Fiscal Year 2012 Low and Moderate Income (LMI) Housing Trust Fund Program, Community Housing Improvement Program #S-C-12-1AV-2- Fairfield County Commissioners [Fairfield County Commissioners]

2012-10.09.e Approval of grant agreement for Fiscal Year 2012 State Community Development Block (CDBG) Program Community Housing Improvement Program # B-C-12-1AV-1 CFDA # 14.228- Fairfield County Commissioners [Fairfield County Commissioners]

2012-10.09.f Approval of grant agreement for Fiscal Year 2012 HOME Investment Partnerships Program, Community Housing Improvement Program #B-C-12-1AV-2 CFDA # 14.239- Fairfield County Commissioners [Fairfield County Commissioners]

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

Approval of a contract between the Fairfield County Commissioners and Hoon Inc. for renovations to the Fairfield County Board of Developmental Disabilities Pickerington Regional Office [Fairfield County Commissioners]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of a contract between the Fairfield County Commissioners and Hoon Inc. for renovations to the Fairfield County Board of Developmental Disabilities Pickerington Regional Office [Fairfield County Commissioners], see Resolution 2012-10.09.g.

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

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Approval of Financial Resolutions

On the motion of Mike Kiger and second of Judith Shupe the Board of Commissioners voted on the approval of the following Financial Resolutions:

2012-10.09.h Approval of a change order for the FAI-PM2012 various routes project [Fairfield County Engineer]

2012-10.09.i Approval to approve the application for brine on Fairfield County roads [Fairfield County Engineer]

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

Approval of a contract amendment by and between Fairfield County Job & Family Services (FCJFS) and Functional Training Services, Inc. [Fairfield County Job & Family Services]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of a contract amendment by and between Fairfield County Job & Family Services (FCJFS) and Functional Training Services, Inc. [Fairfield County Job & Family Services], see Resolution 2012-10.09.j.

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

Approval of Financial Resolutions

On the motion of Mike Kiger and second of Judith Shupe the Board of Commissioners voted on the approval of the following Financial Resolutions:

2012-10.09.k Approval of Oak Creek II- Conditional Acceptance [Fairfield County Regional Planning Commission]

2012-10.09.l Approval of change order for the Winding Creek Section 5, Part 1 Final Acceptance Work [Fairfield County Regional Planning Commission]

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

Approval of Financial Resolutions

On the motion of Judith Shupe and second of Mike Kiger the Board of Commissioners voted on the approval of the following Financial Resolutions:

2012-10.09.m Approval to rescind Resolution 2012-10.02.bb, Approval of reduction in appropriations- Fund 2765 MCU Drug Law Enforcement Grant [Fairfield-Hocking Major Crimes Unit]

2012-10.09.n Approval to rescind resolution 2012-10.02.cc, Approval of the account to account transfer of appropriations- major object expenditure category (2764- JAG Grant) [Fairfield-Hocking Major Crimes Unit]

Roll call vote of the motion resulted as follows:
Voting aye thereon: Steven Davis, Mike Kiger, and Judith Shupe
Approval of ratification of previous authorization of the Board of Commissioners-
approval of account to account transfer- major expenditure object category-
Commissioners/Board of Elections [Fairfield County Commissioners]

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners
voted on the approval of ratification of previous authorization of the Board of
Commissioners- approval of account to account transfer- major expenditure object
category- Commissioners/Board of Elections [Fairfield County Commissioners], see
Resolution 2012-10.09.o.

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

Approval of Financial Resolutions

On the motion of Judith Shupe and second of Mike Kiger the Board of Commissioners
voted on the approval of the following Financial Resolutions:

2012-10.09.p Approval of payment of invoices without an appropriate carryover purchase order
for the ADAMH Board [Fairfield County ADAMH Board]

2012-10.09.q Approval of fund to fund transfer (Insurance 7671) to (General 1001) [Fairfield
County Auditor]

2012-10.09.r Approval of the creation of a new special revenue fund to account for Safe Havens
Grant activities; the issuance of an amended certificate; the approval of a revenue
and expenditure budget; and the approval of a cash advance to be repaid from
grant funds at the end of the grant period [Fairfield County Domestic Relations
Court]

2012-10.09.s Approval of account to account transfer- EMA 2091 Local Emergency Planning
Committee Fund [Fairfield County EMA]

2012-10.09.t Approval of memo expenditure- Fairfield County EMA [Fairfield County EMA]

2012-10.09.u Approval to appropriate from unappropriated in a major expenditure object
category- Drainage/Ditch Maintenance- Fund #2050 Slate Ridge Section 2- Sub Fund #2369- Fairfield County Commissioners [Fairfield County Engineer]

2012-10.09.v Approval of amended certificate, update receipt, increase appropriation, account to
account and fund to fund transfer of 2024 Motor Vehicle to ODOT Fund 3445
(Local), the County Engineer [Fairfield County Engineer]

2012-10.09.w Approval to appropriate from unappropriated money Ed Byrne Fund #2709
[Fairfield County Sheriff]

2012-10.09.x Approval to appropriate from unappropriated in a major expenditure object
category- Fairfield County Sheriff- Fund #1001 [Fairfield County Sheriff]

Roll call vote of the motion resulted as follows:
Voting aye thereon: Steven Davis, Mike Kiger, and Judith Shupe
Approval of Authorization for Payment of Bills, October 9, 2012 [Fairfield County Commissioners]

On the motion of Mike Kiger and second of Judith Shupe, the Board of Commissioners voted on the approval of Authorization for Payment of Bills, October 9, 2012 [Fairfield County Commissioners], see Resolution 2012-10.09.y.

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

Approval of acceptance of Victims of Crime Act (VOCA) and State Victims Assistance Act (SVAA) Grants for the funding period October 1, 2012 through September 30, 2013 for the Office of the Fairfield County Prosecuting Attorney, Victim/Witness Assistance Division [Fairfield County Prosecutor]

On the motion of Judith Shupe and second of Mike Kiger, the Board of Commissioners voted on the approval of acceptance of Victims of Crime Act (VOCA) and State Victims Assistance Act (SVAA) Grants for the funding period October 1, 2012 through September 30, 2013 for the Office of the Fairfield County Prosecuting Attorney, Victim/Witness Assistance Division [Fairfield County Prosecutor], see Resolution 2012-10.09.z.

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

The Regular Meeting ended at 10:19 a.m.

Review Session (continued)

The Commissioners met to review legal issues, pending and future action items and correspondence. Commissioner Davis called the meeting to order at 10:16 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Jeff Barron, Aunie Cordle, David Gallimore, Staci Knisley, Ed Laramee, Dave Levacy, and Branden Meyer.

• Economic Development Director Position
Ms. Cordle stated that 16 applications have been received.

Commissioner Davis asked whether the deadline to apply can be extended if more applicants are desired.

Ms. Cordle stated yes. She stated that the job description has not changed, it will be similar to Delaware County.

Mr. Gallimore stated that he made his best effort to list everything and took the task of trying to describe the 33 Development Alliance, which is very important. He stated that the description is very subject to change over time. He requested information from groups and individuals. He stated that Linda Kauffman has also looked at the information.

Commissioner Shupe asked about Fairfield Advantage.

Mr. Gallimore stated that this was described under the first section.

Commissioner Shupe asked about the website.

Mr. Gallimore stated that the newsletter has a point to it. Now that he is closer to it, he realizes that the business and community information is both important.

Commissioner Davis stated that he knew that when Mr. Gallimore took the position that many people found out from reading the newsletter.

Mr. Meyer stated that Ms. Kauffman can pull data on who reads which articles and when they are read.

Mr. Dolin asked whether the Ohio Department of development still exists.

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Mr. Gallimore stated yes, but that the name is changing.

Commissioner Davis asked whether the groups had expressed their concern regarding this position have sent in their comments.

Mr. Gallimore stated yes, but one who had opinions had not sent them in.

Ms. Cordle stated that the description can be changed anytime.

Commissioner Davis asked whether the Commissioners need to approve this.

Commissioner Kiger suggested that Ms. Kauffman’s description be reviewed also.

Commissioner Davis asked when the application period ends.

Ms. Cordle stated on October 19.

Commissioner Davis asked whether Ms. Cordle would review the applicants and provide them to the Commissioners.

Ms. Cordle stated that she will review the applications and provide a list to the Commissioners.

Pending Items

- Board Vacancies: ADAMH Board, Fairfield Metropolitan Housing Authority Board, Airport Board, Area 20 Workforce Investment Board

Commissioner Shupe stated that she is waiting for input regarding the WIA Board. She stated that the Commissioners do not always have to have a recommendation from the Board.

Commissioner Davis stated that he thought that Ms. Sheridan had three organizations that were being reached out to.

Commissioner Shupe stated that she thought that the Airport Board should not consist of only pilots; a broader group would be preferable.

- BDD Lease

Mr. Laramee stated that he has all of the information necessary to fill in the blanks.

Items that Need New Action/Attention- Requests and Review

- Nothing New.

Invitations


Informational

- Letter from Laborers-Employers Cooperation and Education Trust, re: Attorney General Opinion 2012-029 prevailing wage on public roads

Mr. Dolin stated that he briefly reviewed this handout and stated that it appears that with private companies prevailing wage needs to apply.

- Letter from Rhonda Myers, ADAMH Board, re: 2011 Annual Report

- Letter from Kellie Ailes and Janet Schmelzer, Lancaster-Fairfield Community Action Agency, re: Recent Independent Audit Report (copy available upon request)

Commissioner Davis stated that it appears that Community Action received a “clean bill of health” on their audit report.

Miscellaneous Discussion

- Sheriff’s Budget

Commissioner Davis stated that $9.1 million plus $200,000 for annualized SCRAP unit.

Ms. Knisley stated yes.
Commissioner Davis stated that for 2012-2013, if it had an annualized SCRAP unit included with $9.338 million versus $10.1 million.

Commissioner Davis stated that the SCRAP unit included one sergeant and 2 deputies.

**Engineer’s Budget**

Ms. Knisley asked whether Mr. Upp knows that his budget is being reduced.

Commissioner Davis stated yes. He stated that $325,000 to $240,000 to $160,000 to $80,000.

Review Session ended at 11:04 a.m. The Commissioners went into Recess at 11:04 a.m.

**Budget Hearing: Sheriff- Dave Phalen, et al.**

The Commissioners met with Sheriff Dave Phalen to the budget for the Sheriff’s Office. Commissioner Davis called the meeting to order at 1:01 p.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Jeff Barron, Jason Dolin, Elisa Dowdy, Dave Levacy, Branden Meyer, Chief Deputy Sheriff Jerry Perrigo, and Sheriff Dave Phalen.

Commissioner Davis welcomed the Sheriff.

Sheriff Phalen stated that his office turned back in $250,000-$300,000 last year.

Commissioner Davis asked whether the budget included a 2% raise.

Ms. Dowdy stated that some departments have more than a 2% because of step increases.

Sheriff Phalen stated that he is requesting a maintenance person.

Commissioner Davis asked whether the real emphasis is the Detective Bureau.

Chief Perrigo stated that the Detective Bureau is down to 4 and has added a supervisor.

Commissioner Davis asked whether the Detective Bureau would remain at 5 personnel.

Sheriff Phalen stated yes. He stated that there is a need for 2nd shift personnel. He stated that the calls for service have increased. He stated that a maintenance person is really needed. He stated that the current maintenance staff does a great job, but he would like a person solely dedicated to the jail facilities.

Commissioner Davis stated that there is a significant range on the projected carryover. He stated that the target is $35.9 million as the soft target because it is unknown what the exact carryover will be. He stated that the SCRAP program is supported by the Commissioners. He stated that it looks like the insurance estimate is high. He stated that the casino revenue is not listed in the estimate. He stated that $1.5 million of the casino revenue may be put into a Capital Improvement Fund. He stated that the Commissioners are very aware of the problems that exist with the current jails.

Commissioner Davis stated that having the cash accumulated to reduce the debt requirement where the revenue stream is mature to where it can be analyzed so the revenue stream is with the revenue. A debt of $25 million, the debt service will be $2.5 million per year.

Have a mature analysis of cost to operate 3 jail facilities verses one jail facility.

Sheriff Phalen stated that the way the new facilities are designed will be less labor intensive than the old facilities.

Commissioner Davis stated that a levy is a potential concept.

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Sheriff Phalen stated that if the casino revenue can carry the debt service.

Commissioner Davis stated that if the LGF stabilizes and the casino revenue comes in it should get parked in a capital improvement fund possibly to build up a down payment for a new public safety facility.

Sheriff Phalen stated that he liked this concept.

Chief Perrigo stated that this is a plan. He stated that everything was done before to pass a levy and it was unsuccessful the last time.

Commissioner Kiger asked about overtime.

Ms. Dowdy stated that they will be out of overtime soon.

Commissioner Kiger inquired about contractual services.

Ms. Knisley stated that this is due to carryover purchase orders.

Commissioner Shupe inquired about fuel.

Ms. Dowdy stated that they may run short in that line item as well.

Sheriff Phalen expressed his thanks to the Commissioners for replacing the roof on the civil building.

Sheriff Phalen and Ms. Dowdy stated that the request is $992,400.

Commissioner Davis stated that there are 99% there to reaching $865,000. He stated that it will be late in the budgeting process when the decision is made.

Ms. Knisley asked whether Ms. Dowdy could provide her an update.

Ms. Dowdy stated that she will do this.

Sheriff Phalen asked whether the Commissioners look at approving his request for a maintenance person favorably.

Commissioner Davis stated yes.

Sheriff Phalen stated that the Facilities Manager position is being moved from part time to full time. He stated that Tony Vogel will be moving out of his role as Facilities Manager as his new Utilities Building opens.

Sheriff Phalen stated that having a dedicated maintenance person to handle the jail facilities would allow them to have someone who understands security and could also handle working with the prisoners who are working on the facilities.

Commissioner Davis stated that there will be some tough math decisions to get through making this process. He asked whether there were any further questions.

Sheriff Phalen stated no and thank you.

Ms. Dowdy stated no.

Chief Perrigo stated no.

The meeting concluded at 1:41 p.m.
Budget Hearing: EMA- Jon Kochis

The Commissioners met with Jon Kochis to the budget for EMA. Commissioner Davis called the meeting to order at 1:41 p.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Staci Knisley, Jon Kochis, Ed Laramee, Dave Levacy, and Branden Meyer.

Mr. Kochis stated that he was requesting a 10% increase to match a grant that is being applied for.

Commissioner Davis asked whether his amount is not defined yet.

Mr. Kochis stated correct. The EMPG has to be spent first.

Commissioner Davis stated that he would like this money to apply for supplemental funds.

Commissioner Davis asked whether this was only one line item.

Ms. Knisley stated yes.

Commissioner Davis asked what the total cost to run the department is.

Mr. Kochis stated that the total cost to run the department, with salaries, supplies and then the federal grants also.

Commissioner Davis asked what the total cost is in addition to the $87,000 contribution by the Commissioners.

Mr. Kochis stated that the total is about $176,000.

Commissioner Davis asked whether every thousand given from the Commissioners turns into $2,000 matching dollars.

Mr. Kochis stated yes. He stated that EMA can keep their budget flat and then come back later to request more funds. He stated that the Special Operations Team, which includes Hazmat, receives no additional funding since the Homeland Security Grant has been cut. He stated that he may need to request additional maintenance dollars to pay for this equipment.

Commissioner Davis stated that the Commissioners need to know what happens if the additional request is or is not granted.

Mr. Kochis stated that he can make the request it as it is needed or pay it out of his budget.

Ms. Knisley stated that this is ongoing.

Commissioner Shupe asked which staff members are full time.

Mr. Kochis stated that he is the only full time staff person in his department.

Commissioner Davis asked about the Hazmat truck.

Mr. Kochis stated that it was a General Fund purchase.

Commissioner Davis asked what happens when the truck is no longer functional.

Mr. Kochis stated that they would have to rely on an outside agency or tell the townships to take care of repairing it.
Commissioner Shupe asked whether there was a pot of money available to help with this. She stated that 2012 seems to be the first year that there will not be any money left.

Mr. Levacy stated that an outside agency could be brought in to deal with Hazmat spills if the county cannot handle it. He stated that he purchased the dive trailer and donated it.

Mr. Kochis stated that every dollar that is allocated, he is able to get $4 in return.

The meeting concluded at 2:04 p.m.

**Budget Hearing: Auditor- Jon Slater, et al.**

The Commissioners met with Jon Slater to discuss the budget for the Auditor’s Office. Commissioner Davis called the meeting to order at 2:05 p.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Dave Burgei, Randy Carter, Staci Knisley, Ed Laramee, Dave Levacy, Branden Meyer, David Miller, Lisa Notestone, and Jon Slater.

Mr. Slater began by discussing the GIS Department. He stated that the county has been using existing allocation has been leveraging imagery used by many agencies. He stated that there is broad and strong support around the county for GIS.

Commissioner Davis asked what the budget for GIS is.

Mr. Miller stated that the actual budget for 2011 was $132,476.

Mr. Burgei stated that the budgeted amount for 2013 is $160,000. He stated that the Engineer’s office will be contributing once again.

Mr. Carter stated that the county used to have two map rooms, but has now only one.

Mr. Miller stated that the Commissioners’ previous contribution was twice what it is now.

Ms. Knisley stated that Barb Curtiss, in 2010 agreed to cut the GIS budget.

Ms. Knisley asked whether the Commissioners are okay with this request.

The Commissioners agreed.

Commissioner Davis asked about IT/Data Processing.

Mr. Slater stated that re-organization is taking place with the finance department.

He stated that there have been two open positions which are being re-organized, two payroll staff members. He stated that their copier/scanner purchased in 2007 needs to be replaced soon.

Commissioner Davis asked why the salary line item is unchanged.

Mr. Slater stated that he has not filled vacancies.

Commissioner Davis asked whether a 2% increase was included in the $505,000 figure.

Mr. Miller stated no.

Mr. Slater stated that he needs to have a budget clerk, a support person for MUNIS. He stated that this person would be dedicated to the Tyler/MUNIS products and would allow Mr. Carter’s other staff to focus on the other data needs of the county.
Commissioner Davis asked why the health insurance line item has decreased.

Mr. Miller stated that they requested too much last year. He stated that they used a 6% estimate.

Mr. Carter stated that mail server will grow due to the need to purchase additional email accounts.

Commissioner Davis asked which department controls the IT Department.

Mr. Slater stated that the Auditor's office has control over the IT/Data Processing Department.

Commissioner Davis asked who hired Mr. Carter.

Mr. Slater stated that the Data/IT Department used to be under the Commissioners' Office.

Commissioner Davis asked about the REA budget.

Ms. Knisley stated that this is a huge budget that is not General Fund.

Mr. Miller stated that there is $1.6 million in that account.

Commissioner Davis stated that the Auditor's office is a $3.3 million operation.

Mr. Slater stated correct; $1.6 million General Fund and $1.7 non-General Fund.

Commissioner Davis stated that $35.9 million is the soft target, which may get adjusted. He stated that no casino money was included in this amount. He stated that the casino money will be “parked” in an account for a specific purpose.

He stated that other follow up meetings may occur.

Commissioner Kiger stated that the Data/IT Department has seemed to be stretched.

Mr. Carter stated that if the additional person is hired to handle the Tyler products than this would allow his other staff to not spend time on this and work on other projects.

Mr. Slater stated that he is proud of the Data Processing Board, one of the few in Ohio that changed the current board to the new makeup.

Mr. Slater asked whether there were any additional questions.

The meeting concluded at 2:36 p.m.

**Budget Hearing: Regional Planning Commission- Holly Mattei**

The Commissioners met with Holly Mattei to discuss the budget for the Regional Planning Commission. Commissioner Davis called the meeting to order at 2:43 p.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Staci Knisley, Ed Laramee, Dave Levacy, Holly Mattei, and Branden Meyer.

Ms. Mattei stated that she is not requesting any additional funds. She stated that having three employees is working. She stated that they are handing the workloads okay.

Commissioner Shupe asked when Ms. Mattei plans to relocate her office.
Ms. Mattei stated that she is unsure when the Utilities Department plans to move out of the Courthouse to their new building. Ms. Mattei stated that she needs additional storage.

Mr. Meyer stated that the closet located on the 4th floor should be empty when the Utilities department moves to their new building.

The meeting concluded at 2:49 p.m.

**Budget Hearing: Engineer- Jeremiah Upp**

The Commissioners met with Jeremiah Upp to discuss the budget for Engineer’s Office. Commissioner Davis called the meeting to order at 2:58 p.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Staci Knisley, Ed Laramee, Dave Levacy, Branden Meyer, Cheryl Slone, and Jeremiah Upp.

Commissioner Davis stated that during last year’s Budget Hearing the discussion was had regarding a gradual decrease: $240,000 to $160,000 and to $80,000 in 2015. He stated that normal increases 1% or 1.5% each year could continue after that.

Mr. Upp stated that the other counties handle it this way as well.

Commissioner Davis stated that Hocking and Perry county there is no transfer from the General Fund to the Engineer’s office. He stated that this plan is to no way disparage the great work that the Engineer’s office does.

Mr. Upp stated that the impact on the reductions will be in paving. He stated that the major projects are bridges and paving.

Commissioner Davis stated that when the General Fund budget is analyzed. He stated that the sales tax revenue is bumping up 6%, and the conveyance fee revenue is up 1% and the investment revenue is flat.

Mr. Upp stated that the gas tax is set. He stated that people stop buying gas because it is too expensive.

Ms. Slone stated that this is very flat.

Commissioner Davis asked whether there were any modest improvements in the revenue stream.

Mr. Upp stated no.

Ms. Slone stated that 2009 was very flat.

Commissioner Davis asked whether the figures would have been flat prior to the crash.

Ms. Slone stated that the report showed that there was more collected in 2007 than in 2009. She stated that she believes that there is an additional $5.00 that can be added on.

Mr. Laramee agreed.

Commissioner Davis stated that there will be revenue from casinos. He stated that these estimates are not being used in the budgeting. He stated that it could be used for a small down payment on a new public safety facility. If the Local Government Fund (LGF) is done away with then it won’t be extra money.

Ms. Slone stated yes.
Commissioner Davis asked whether there were any questions/comments for the Commissioners.

Mr. Upp stated that in the near future if the oil prices stay up or continue to go up the material costs and trucking cost will increase. He stated that the Engineer’s office is doing less asphalt projects each year because of the cost. He stated that they currently pave between 12-14 miles of road per year. He stated that there are more roads on the needs list than are actually getting done. He stated that the road/bridge levy will be placed on the ballot in 2014.

Commissioner Davis asked that the $5.00 item be looked into further. He stated again that there could be a $1.5 million to “park” to be used for a public safety facility.

Ms. Slone stated that in the past the levy was placed on the ballot for 4 years; the thought was that if it was placed on as permanent that it would not pass.

Commissioner Davis suggested that the data be looked at from the last time, what year it was passed and figure out what the margin of victory was.

Mr. Upp stated that it passed with 70%.

Commissioner Davis suggested that this be tried in 2013.

Commissioner Davis asked what the union contract raise increases were.

Mr. Upp stated that there is a gradual increase of 1.6%, then 1.5%, then 1.4% the third year.

Commissioner Davis thanked the Engineer’s office for being cooperative. He stated that he assumes that the gradual staged reduction is not popular. He stated that the Commissioners are not failing to pay attention to what you need, not throwing roads overboard.

Mr. Upp stated that they have pavement index which measures the condition of pavement.

Ms. Slone stated that there is $130,000 total.

Mr. Upp stated that 10% is set aside for the townships from the road and bridge levy.

Commissioner Davis asked whether this was mandated by the levy.

Mr. Upp stated no. He stated that the Engineer could actually give nothing to the townships. He did state that there are stipulations on what can and cannot be done with the money.

Ms. Slone stated that the money allocated to the townships is based on their mileage.

Mr. Upp stated that he would ask for support to help the road and bridge levy pass.

Commissioner Davis asked whether the Commissioners can give money to the townships similar to the $130,000.

Mr. Laramee stated that there is a way to do this.

Mr. Upp stated that if there was a way for the county to do this he would offer the Engineer’s office to be the administrator of this.

Commissioner Davis thanked Mr. Upp and asked if he had any additional questions.

The meeting concluded at 3:41 p.m.

Regular Meeting #47-2012- October 9, 2012
Review Session (continued)

The Commissioners met to review legal issues, pending and future action items and correspondence. Commissioner Davis called the meeting to order at 3:41 a.m. with the following Commissioners present: Steven Davis, Mike Kiger, and Judith Shupe. Also present were Staci Knisley, Dave Levacy, and Branden Meyer.

Miscellaneous Discussion

- Board of Developmental Disabilities
Commissioner Shupe stated that BDD has joined the county’s health insurance. She stated that some employees are not paying for their share of the insurance. When BDD asked to join the county’s insurance plan they were asked to do this to be more in line with county policy.

Commissioner Davis stated that their decisions do not have consequences on the county.

Ms. Knisley stated that the administrative employees are the ones, not the other employees.

Commissioner Davis stated that a formal discussion may be helpful.

Mr. Laramee stated that this is not an unusual circumstance.

Ms. Knisley stated that their portion of OPERS gets paid by BDD also; the employees are not paying for this.

- Miscellaneous Allocations
Ms. Knisley asked whether the Commissioners want to give their allocation for the Humane Society and the Lancaster Festival. She stated that $6,825 was given to the Humane Society and $9,100 to the Lancaster Festival. She also asked about the contract with the Lancaster City Law Director.

Commissioner Davis stated that he currently represents the City regarding the pipeline, which he said will be resolved soon. He stated that Mr. Dolin had suggested extending this contract for one year.

Ms. Knisley asked about the Multi-County Juvenile Detention Center (MCJDC). She asked whether Historical Parks would be zero.

Commissioner Davis stated yes.

Mr. Meyer asked about the Violet Festival, which was given $5,000 last year.

The Commissioners agreed.

Mr. Laramee stated that the health insurance percentages should be considered, i.e. changing from 15% to 20%.

The Commissioners agreed to take this under consideration.

The Review Session ended at 3:57 p.m.
Adjournment

With no more business to discuss, on the motion of Mike Kiger and a second of Judith Shupe, the Board of Commissioners voted to adjourn at 3:57 p.m.

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

The next regular meeting of the Board of Commissioners is scheduled for Tuesday, October 16, 2012 at 10:00 a.m.

Motion by: Mike Kiger   Seconded by: Judith Shupe

that the minutes were approved by the following vote:

YEAS: Steven Davis, Mike Kiger, and Judith Shupe  NAYS: None
ABSTENTIONS: None

*Approved on October 23, 2012.

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Steven A. Davis     Mike Kiger     Judith K. Shupe
Commissioner     Commissioner     Commissioner

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Branden C. Meyer, Clerk