

**Regular Meeting #5 - 2014
Fairfield County Commissioners' Office
February 4, 2014**

Review

The Commissioners met at 9:06 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, Ed Laramée, Jason Dolin, Bob Clark, David Miller, Jeff Barron, Dennis Keller, Tony Vogel, Ray Stemen, Jeff Camechis, Holly Mattei, and Ursula LaVeck.

- **Legal Update**

Mr. Dolin asked if the ODOT issue was resolved the week before.

Ms. Brown stated that it was in that the Board desired to move ahead with the warranty deed option, which included a small sum of money for the ODOT use of the property for the cul de sac. Commissioner Davis reported that this action made sense given how ODOT had communicated the county was on its own when it came to the need for a short term right in access for the Utilities building and there would certainly be costs associated with the plan to have access to the Utilities building.

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

- a. Jail, Public Safety Operations Building Planning Session

Ms. Brown reported that on February 5, the core group of Dennis Keller, Chief Jerry Perrigo, Tony Vogel and Carri Brown will meet to review the remaining steps that will move the project from pre-design to design. We will also invest some time in developing a plan for how to communicate about the project as it progresses. We will briefly discuss the potential of independent subject matter experts, such as construction managers and debt service consultant, being brought into the project. Dennis Keller and Carri Brown will meet after the core group meets in order to review the structure of how meetings and work will continue over time. For example, the group is aware of wanting to bring Jason Dolin into future discussions, along with other subject matter experts.

With respect to the jail project, Mr. Davis stated he had an hour and a half interview with Brooks with WSYX. This has not aired yet, but he expects it to be a hit piece. He wanted to give a heads up to everyone and also stated that they should understand that regardless of the location of the jail, there would be push back. He provided facts and information to the reporter.

Regular Meeting #5 - 2014
Fairfield County Commissioners' Office
February 4, 2014

b. Strategic Planning/Goal Setting Update

Ms. Brown reported that the Administrative Team held a strategic planning session on January 31 to develop goals for 2014 and review the work of 2013. The planning session was held at the Reese Peters House, and it was encouraging to see the current pottery exhibit of the Decorate Arts Center. The Reese Peters House is an available space for meetings, and it is a valuable asset for the county.

During the planning session, the team solidified goals for 2014. Emerging goals include continuing with cross-training; developing a recommendation for electronic document receipt, storage, and retrieval; organizing a template for budget analysis and review; examining options in connection with the Clerk of Courts to reduce postage expense; implementing the use of electronic direct deposit advice and employee self-service for approved absence requests for all Commissioners' employees; development of continued one on one coaching to support MUNIS and CRMS users; participating on various county wide work groups; and improving CRMS to include a module for Prosecutor approvals of contracts to form.

Further based on input from department heads, a planning session will be held for department heads mid-year. Carri Brown, Aunie Cordle, and Todd McCullough will be leading a small group to plan the department head strategic planning session. All input for this session is welcome.

c. Updated Agenda for the February 27th Elected Official and Department Head Roundtable

Ms. Brown stated the roundtable agenda has been updated to reflect the addition of the Sunshine Week topic. Sunshine Week is March 16-22. The county will be issuing newsworthy press releases each day of that week. There will be an opportunity for all department heads and elected officials to participate in this effort.

d. State of the County Address – Planning Meetings

Ms. Brown reported that a planning meeting is scheduled with the Lancaster-Fairfield County Chamber of Commerce on Wednesday, February 5, and a planning session is scheduled with Lou Varga on Thursday, February 6. If anyone has specific suggestions for the State of the County address, please let Carri Brown know at cbrown@co.fairfield.oh.us.

Regular Meeting #5 - 2014
Fairfield County Commissioners' Office
February 4, 2014

One suggestion has been to report out on an offer to conduct tours of county facilities. It is possible to pilot a virtual tour with Lou Varga creating a short video about a specific building, and on the website, there can be a link where someone who is enjoying the virtual tour or wanting more information could request an in-person tour. Ms. Brown reported that with the surveys for the Clarence E. Miller building and site, we could also ask the public about interest in touring buildings. This could be a part of the electronic survey.

Mr. Kiger asked that they make sure there is enough food for the State of the County Address attendees.

- Old Business

- a. Energy Aggregation

Ms. Elsea reported that the meeting scheduled for later in the evening (as well as Regional Planning) had been canceled. The meeting has been rescheduled for Thursday night. The next step will be to hold information sessions which are tentatively scheduled for Tuesday, April 1st at 11:00 a.m. and 6:00 p.m. As of the Board of Commissioners meeting time, three entities had submitted their ballot issues to the Board of Elections, with the other three were to do so by the end of the day. There would be resolution on for later in the morning for the Board of Commissioners to approve the agreement between Palmer, the CCAO partner, and the Commissioners. Jason Dolin approved the agreement to form with minor language adjustments defining the community.

Ms. Brown thanked Ms. Elsea for her work on the issue and also thanked Mr. Dolin for reviewing the agreement and Ms. Mattei for her help with communications. Commissioner Davis thanked Ms. Elsea for staying on top of the Energy Aggregation effort and indicated that he was very pleased with her work overall.

- b. Swearing-in Ceremony for Branden Meyer

Ms. Elsea stated that Mr. Meyer was sworn in by Judge Vandervoort Monday afternoon formally and would have his public swearing-in ceremony on Thursday at 1:00 p.m. in the Commissioners' Hearing Room.

**Regular Meeting #5 - 2014
Fairfield County Commissioners' Office
February 4, 2014**

- New Business

- a. Engineer – Coonpath Road

Mr. Camechis reported that a speed study had recently been completed on Coonpath Road. This had been done several times but has not met ODOT's requirements to lower the speed limit in the past. The average speed from 158 to Election House is 51 miles-per-hour in the 55 mph zone. The straight stretch is already 45 mph. After the serious injury accident in the fall, the Engineer was asked to look at it again. If the Commissioners deem that there should be a reduction, Mr. Camechis will send their resolution, along with a letter from the Sheriff to ODOT for a determination.

Mr. Davis asked which stretch this concerned.

Mr. Camechis stated it was Route 158 to Election House Road.

Mr. Davis asked what the speed was from Election House to 33.

Mr. Camechis stated that was 55 mph with zones after 158 at 45 mph.

Mr. Levacy noted that he saw a need for the reduction.

Mr. Kiger stated that as a resident of the area he thinks the speed needs lowered.

Mr. Camechis stated that a petition was done by local residents in 2003 so this has been a concern for a while. There is a proposed resolution on schedule for the voting agenda today.

- b. EMA Promulgation Statement

Mr. Kochis stated that this is a process approved by the board each year. The current plan is redesigned or reformatted with the same basic information. This year the file will be electronic, and people can download it, making reading and storing the information more convenient. The statement gives Mr. Kochis the authority to produce and distribute the documents.

Mr. Levacy asked about any specific changes.

Mr. Kochis stated they were very minor in terms of content.

Mr. Kiger asked if this would be a living document.

**Regular Meeting #5 - 2014
Fairfield County Commissioners' Office
February 4, 2014**

Mr. Kochis stated he would post any changes adopted, but that the board would know about any changes that occurred.

Mr. Levacy stated he was happy the document would be in an electronic format.

- General Correspondence Received

- a. Sheriff's Office 2013 LETF Report

- b. Regional Planning Commission Packet

- Ms. Mattei stated that the meeting had been postponed as they were worried about the participants traveling from all over the county.

- c. CFLP 2013 Quarter Recycling Drop-off Report

- Calendar Review/Invitations Received

- a. Baltimore State of the Village Address – February 17th at 9:00 a.m.

Executive Session to discuss Impending Litigation

On the motion of Steve Davis and second of Dave Levacy, the Board voted to enter into Executive Session to discuss Impending Litigation at 9:30 a.m.

Discussion: Commissioner Davis stated that the following be present: Commissioner Davis, Commissioner Levacy and Commissioner Kiger, Carri Brown, Rachel Elsea, and a representative from the Prosecutor's Office.

Roll call on the motion as follows:

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

On the motion of Dave Levacy and second of Steve Davis, the Board voted to exit Executive Session at 9:46 a.m.

Roll call on the motion as follows:

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

Review Continued

The Commissioners met at 9:46 a.m. to continue review legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to

**Regular Meeting #5 - 2014
Fairfield County Commissioners' Office
February 4, 2014**

order with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Rachel Elsea, and Jason Dolin.

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 9:46 a.m.

Discussion: Commissioner Davis stated that the following be present: Commissioner Davis, Commissioner Levacy and Commissioner Kiger, Carri Brown, 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 9:54 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 9:54 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 9:54 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, February 4, 2014 beginning at 10:04 a.m., with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Ursula LaVeck, Tony Vogel, Todd McCullough, Jeff Barron, Jeff Camechis, David Miller, Ray Stemen, Bob Clark, Jason Dolin, Branden Meyer, Jon Kochis, Dennis Keller, Holly Mattei, Bill Miller, and Scott Brown.

Pledge of Allegiance

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

**Regular Meeting #5 - 2014
Fairfield County Commissioners' Office
February 4, 2014**

Announcements

Commissioner Kiger asked Ms. Elsea if there were any announcements. Ms. Elsea had no announcements.

Public Comment

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

Approval of Minutes for Tuesday, January 28, 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 28, 2014.

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 authorizing a fund to fund transfer [Insurance 7671 to General 1001]; see resolution 2014-02.04.a.

Roll call vote of the motion resulted as follows:

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:

- | | |
|--------------|---|
| 2014-02.04.b | A resolution to approve the Certification of Determination of Subsequent Exemption for a Categorical Exclusion Project, Environmental Review Record (ERR) for FY2013 CDBG Formula grant projects – Fairfield county Commissioners [Commissioners] |
| 2014-02.04.c | A resolution approving the attached Memo of Understanding between CCAO Service Corporation and the Fairfield County Commissioners for the purposes of community energy aggregation. [Commissioners] |
| 2014-02.04.d | A resolution authorizing the approval of a deed warranty between the Fairfield County Commissioners and the Ohio Department of Transportation. [Commissioners] |

**Regular Meeting #5 - 2014
Fairfield County Commissioners' Office
February 4, 2014**

- 2014-02.04.e A resolution to assign authority to the director of the Fairfield County Department of Job and Family Services to serve as the designee of the Board of County Commissioners to approve inter-county adjustment agreements relating to the allocation of funds issued by the Ohio Department of Job and Family Services [Commissioners]
- 2014-02.04.f A resolution to approve additional appropriations by appropriating from unappropriated into a major expense object category – Fund # 2748, NSP grant – Fairfield County Commissioners [Commissioners]
- 2014-02.04.g A resolution approving to appropriate from unappropriated into a major expenditure category – Fund # 2736 FY2014 CFLP [Commissioners]
- 2014-02.04.h A resolution authorizing the County Auditor to assess and place on the tax duplicate delinquent sewer rentals for the Buckeye Lake Sewer System for the dates of October 15, 2013 through November 15, 2013 [Commissioners]

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

Approval of the Dog Shelter's Resolution

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Dog Shelter's resolution authorizing the approval of a contract between Verizon Wireless and the Fairfield County Commissioners; see resolution 2014-02.04.i.

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's Resolution

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Emergency Management Agency's resolution approving the Fairfield County Emergency Operations Plan and signing the Promulgation Statement; see resolution 2014-02.04.j.

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

**Regular Meeting #5 - 2014
Fairfield County Commissioners' Office
February 4, 2014**

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:

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|--------------|---|
| 2014-02.04.k | A resolution to amend the certificate, update receipt line item & request for appropriations for additional unanticipated receipts of Memo receipts and memo expenses for fund 3434 for HOC-30 bridge replacement project. [Engineer] |
| 2014-02.04.l | A resolution to revise prima facie speed limit for Coonpath Rd (Co Rd 31) [Engineer] |
| 2014-02.04.m | A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 3434-OPWC for HOC-30 bridge repair project [Engineer] |
| 2014-02.04.n | A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for survey supplies [Engineer] |
| 2014-02.04.o | A Resolution to Approve the Contract Bid Award for the VIO-43 Taylor Road Bridge Replacement Project. [Engineer] |
| 2014-02.04.p | A resolution to appropriate from unappropriated in a major expenditure object category County Engineer 2024-Motor Vehicle for County Engineer's Association Membership [Engineer] |

Roll call vote of the motion resulted as follows:

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

Approval of the Juvenile/Probate Court Resolution

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Juvenile/Probate Court resolution to appropriate from unappropriated in a major expenditure object category – Juvenile Court Computer Fund 2317; see resolution 2014-02.04.q.

Roll call vote of the motion resulted as follows:

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

Approval of 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

**Regular Meeting #5 - 2014
Fairfield County Commissioners' Office
February 4, 2014**

unappropriated in a major expenditure object category in Prosecutor Fund 2875 sub-fund 8017 Sate Victims Assistance Act grant 2012/2013; see resolution 2014-02.04.r.

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 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 release fund for the Oak Creek Phase II subdivision; see resolution 2014-02.04.s.

Roll call vote of the motion resulted as follows:

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

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:

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|--------------|--|
| 2014-02.04.t | 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] |
| 2014-02.04.u | 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, February 11, 2014 at 10:00 a.m.

Commissioner Kiger stated at 10:08 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 10:23 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, Bob Clark, Ed Laramée, Scott Brown, David Miller, Ursula LaVeck, Jon Kochis, Dennis Keller, Ray Stemen, Tony Vogel, Todd McCullough, Jason Dolin, and Jeff Barron.

**Regular Meeting #5 - 2014
Fairfield County Commissioners' Office
February 4, 2014**

- FYI
 - Decorative Arts Center Upcoming Events
 - Public Notice – Notice of receipt of 401 application
 - JFS Donor Thank you to the Board of Commissioners and Courthouse Employees
 - Prevention Works Training Opportunities
 - Pickerington Senior Center February 2014 Newsletter
 - TID Meeting Notice – Monday, February 10, 2014
 - USDA Lease Amendment

Motion to approve the USDA Lease Amendment, reduction of space for USDA

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the USDA lease agreement amendment.

Discussion: Mr. Davis asked Mr. Dolin to review the agreement. While Mr. Dolin was reviewing the agreement, Ms. Brown stated that there were several offices interested in using the vacated space at the Ag Center and added that she would be checking with those internal parties who had interest first. Mr. Keller added that he asked the USDA representative to also keep her eyes open for state or federal agencies interested in the space as well. Mr. Davis asked if there were any other terms altered other than the size of the space rented (and subsequently the price). Mr. Keller responded that everything else remained the same. Mr. Kiger asked how much space was being vacated. Mr. Keller stated it was 1,682 square feet. Mr. Dolin asked how much space remained leased. Mr. Keller stated they were keeping 4,845 square feet and that they had turned in their keys. All seemed to be in order. Mr. Kiger asked if Mr. Dolin was ok with the agreement. Mr. Dolin replied that he was, as it was a standard adjustment for these types of circumstances. In addition, we had expected this reduction based on a letter received earlier from USDA.

Roll call vote of the motion resulted as follows:

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

**Regular Meeting #5 - 2014
Fairfield County Commissioners' Office
February 4, 2014**

Department Head Meeting

The Commissioners met at 11:30 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, Bob Clark, Scott Brown, David Miller, Michael Orlando, Jon Kochis, Dennis Keller, Ray Stemen, Tony Vogel, Todd McCullough, Jason Dolin, and Jeff Barron.

Ms. Brown referred everyone to the prepared packet for the department head meeting (see attached). It included a table of contents and an agenda for the meeting.

- **Announcements**

- a. **Mission Statement/Administrative Year in Review**

Ms. Brown stated the departments have reviewed the mission statement and continue to find it relevant. It can always be updated if needed. Each department has its own mission statement as well. The department heard updates include broad goals and strategies for 2014, as well as main accomplishments of 2013. She invited everyone to take along with them the description of the Commissioners' Administrative Team Year in Review document for 2013. In addition, the Department Heads have decided to hold a Strategic Planning Session in the middle of the year which will be organized by Ms. Brown, Ms. Cordle, and Mr. McCullough. All input for the strategic planning session is welcome.

- b. **Celebration for Mike Miller's retirement**

Ms. Brown asked that everyone mark their calendar for this celebration to be held on February 18th at 11 am. The team is going to provide cake and punch, and donations are being accepted for this. Please see Carri Brown for more details.

- c. **Special Dates, Planning for 2014**

Ms. Brown asked that the department heads forward any updates or pictures that they might have for the State of the County address. She is going to take highlights from updates provided today, too.

- d. **Work Group Descriptions/Chart, Workgroup Template, & AED Work Group**

Ms. Brown stated that this is a good time to ask the department heads if there are groups they would like to serve on, as all participation is

Regular Meeting #5 - 2014
Fairfield County Commissioners' Office
February 4, 2014

welcome. A template was included for reporting back to Ms. Brown and the Commissioners. She added that it was possible for the Utilities and Dog Shelter buildings to join the AED program if they would like.

Mr. Vogel and Mr. McCullough asked that they be added.

Mr. Kiger added that there would also be an opportunity for those in those buildings to learn hands only CPR.

e. Clarence E. Miller Building and Site Survey/Plan – Accepting Input

Ms. Brown asked that any suggestions for the survey be provided by February 18th so the public survey could go live in March. A question regarding possible tours of public buildings will also be included at the end of the survey. Public Hearings to accept input will be held on April 8th at 11:00 a.m. and 6:00 p.m. Ms. Brown also asked for any other suggestions everyone may have for County Government Month in April, as the public meetings were featured events at this time.

f. Draft Agenda for February 27th Roundtable w/ Elected Officials and Department Heads

Ms. Brown asked that everyone mark their calendars and submit any information for the meeting by February 20th. The YouTube video as suggested by the Communications Work Group is part of the agenda.

g. Sunshine Week

Sunshine Week is March 16th – March 22nd. This is used to draw awareness to open government. There is a plan to have press releases of newsworthy items prepared for each day of the week. A Board of Commissioners proclamation is also envisioned, along with the feature of the Sunshine Review website pages, which have been discussed at length over the past year. Ms. Brown asked that ideas for Sunshine Week be forwarded to her by the end of the month.

(Please see the attached detailed department reports)

- Visitation Update

Ms. Brown stated that Ms. Crist and Ms. Lovas were doing a great job with their quarterly grant reports and following all grant terms and conditions. Fairfield County is the only county to have been awarded a federal Safe Havens grants, and the plan is to continue to apply for this type of grant funding to continue the good work associated with the visitation center.

Regular Meeting #5 - 2014
Fairfield County Commissioners' Office
February 4, 2014

- Human Resources Update

Ms. Brown stated that the Health Insurance updates would be part of the roundtable. The HR report also included a brief and easy to understand summary of the BWC changes. She invited everyone to read the update and ask any questions that arise. She appreciates the clarity of the BWC update, as it will answer many questions. She also invited people to review the CORSA University courses that were available.

- Economic Development Update

Mr. Clark reported that the Workforce Development Grant had been submitted for 17 sites which led to 5 visits, 2 of which are still being considered. The Port Authority now has 5 members and will have their first full meeting on February 18th at 9:00 a.m. The business attraction video is done and has been released.

Mr. Davis thanked Mr. Clark for his work and added he is getting very positive feedback from Mr. Clark's counterparts across the county.

Mr. Levacy added that he would be at the Career Center on Wednesday to help the students prepare for entering the workforce.

Mr. Kiger stated he too has heard good things about Mr. Clark.

- Facilities Operations Management Update

Mr. Keller stated they are currently conserving the use of salt based on a supply chain shortage. Jay Shepard will be sending out an email to all employees regarding weather safety.

Mr. Keller added that the windows are due to be replaced in the upcoming months with the energy conservation project.

Mr. Levacy asked if Mr. Keller had received any feedback on the Hall of Justice heating, given the new gas line installed.

Mr. Keller stated that it was still a work in progress and would continue to get better.

Mr. Kiger asked if there was a tracking system used for the equipment that was loaned out, noticing that there was equipment being shared with other entities.

Mr. Keller stated that would be implemented with the new system and right now there is a manual system.

Regular Meeting #5 - 2014
Fairfield County Commissioners' Office
February 4, 2014

Mr. Kochis asked if a thank you was sent to Zebco.

Ms. Brown stated that a thank you note and a certificate had been sent to Zebco for their community partnership.

Mr. Davis asked for an Executive Session regarding Personnel after the department head meeting.

- Emergency Management Agency Update

Mr. Kochis reported he was working on a committee in connection with his agency professional association regarding the concept of putting EMA under the Sheriff.

Ms. Brown asked if there was still the language of an option in the proposed legislation, as opposed to a mandate. Mr. Kochis stated that there was language about a county option, and the language gives the Board of Commissioners the power to disband a board and appoint the sheriff. There is not full consensus on this language.

Mr. Levacy stated that several years ago, the county was approached by the Sheriff to take over the EMA, but that the discussion had not gone anywhere as it was not the best interest of all partners. He liked the idea of the option remaining as is in Fairfield County. Ms. Brown suggested that each county would have its own perspective about the proposed legislation. Mr. Kochis stated that the proposal to use the county Sheriff would probably only be used in smaller counties.

Mr. Kochis stated the GIS application is being installed on the servers and that they have also just received grant guidance for the Buckeye Lake sirens.

Mr. Kiger asked if all three Commissioners will be required to attend the training session coming up. Mr. Kochis stated he thought it would be ok if it were just the President would attend as the President would declare an emergency if needed.

- Job and Family Services Update

Mr. Orlando stated that JFS is in the process of revising its three year strategic plan. A survey will be sent to all stakeholders in the County. Further, JFS has a leadership development initiative and would be happy to open up classes to other departments. Please be in touch with Michael Orlando if you are interested in any of the classes being offered. An example of a class is "How to Conduct an Effective Meeting."

**Regular Meeting #5 - 2014
Fairfield County Commissioners' Office
February 4, 2014**

Mr. Orlando went on to report that JFS used interns in January to take conduct a customer services survey in the lobby area of the Government Services Center. They will have a full report later, but the initial numbers were encouraging: 95% of those surveyed said services were good or excellent (with 73% being excellent). 30% of customers were at JFS for job seeking services. This was the highest category for the purpose of being at JFS. Only 2% were there for cash assistance. Mr. Orlando suggested others use interns to conduct surveys or perform other services. The interns needed little guidance and had good ideas.

- Dog Shelter and Adoption Center Update

Mr. McCullough stated they are expanding their relationship with the Humane Society and have two more vaccination clinics scheduled this year. They had a great response at their first clinic. He thanked everyone for their help during his first 6 months on the job and indicated he was really enjoying his position.

Mr. Kiger stated he adopted a dog in October and used the voucher program and was very pleased with it.

Ms. Brown stated that the Roundtable agenda included the YouTube video from Mr. McCullough. She also invited Mr. McCullough and Mr. Orlando to the Connections meeting in February. She will send a draft agenda of this meeting to all department heads, as they are welcome to attend.

Mr. Levacy suggested the surveys Mr. Orlando discussed may be useful to Mr. McCullough as well. The Dog Shelter and Adoption Center is doing a good job improving customer services and good baseline data could be developed with a survey. Mr. Orlando stated the process was very easy and encouraged others to consider using the interns.

- Utilities Update

Mr. Vogel stated a number of individuals would be visiting the Tussing Road facility on Friday. At this time, there are internal parties interested in the building. Also, the Supreme Court agreed to hear all of the appeal, and he would keep the Board posted on the developments on this matter.

At 11:14 a.m. Commissioner Kiger stated there would be a brief recess followed by an Executive Session to discuss personnel as recommended earlier by Commissioner Davis.

**Regular Meeting #5 - 2014
Fairfield County Commissioners' Office
February 4, 2014**

Review Continued

The Commissioners met at 11:25 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, and Jason Dolin.

Executive Session to discuss Personnel

On the motion of Steve Davis and second of Dave Levacy, the Board voted to enter into Executive Session to discuss Personnel at 11:25 a.m.

Discussion: Commissioner Davis stated that the following be present: Commissioner Davis, Commissioner Levacy and Commissioner Kiger, Carri Brown, Jason Dolin, 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 11:32 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 11:32 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, and Jason Dolin.

Ms. Brown added that at the end of the department head meeting, Mr. Vogel reported he was planning to reach out to the village of Amanda to see how the Utilities Department might be of assistance with their water tower situation.

Mr. Kiger suggested Mr. Vogel may want to see if there are opportunities to enter into partnership agreements for maintenance.

